

Seaton Valley Council

A Community Council

Minutes of a Meeting held on Wednesday 29 July 2020 at 7.00 pm On Line via Zoom

The meeting started at 7.02 p.m.

PRESENT: Councillors:	S Stanners (Chair), S Dungworth, E Coulson, A Stanners, K. Collier, L Bowman, B Burt, E Coulson, D Nesbitt and S. Hartland
IN ATTENDANCE: S Potts – Clerk and Responsible Financial Officer	
No members of the public were present.	
CO034/20	1. Apologies for absence All present.
CO035/20	2. Disclosure of interests There were no declarations of interest.
CO036/20	3. Chair's Welcome and Civic Announcements The Chair welcomed everyone to the meeting and passed on his congratulations to everyone who took part in the Council's annual photography competition; especially the winners. All of the entries can be seen on the Council's website. There were no further civic announcements.
CO037/20	4. Public Question Time No members of the public had joined the meeting and as a consequence no questions were submitted or asked.
CO038/20	5. County Councillor Update Cllr Dungworth provided a brief verbal report. <ul style="list-style-type: none"> NCC has started to hold virtual meetings to conduct its business, however in the case of planning meetings; all comments have to be submitted in writing denying residents the opportunity to personally speak in favour or against a particular development/application. Beresford Road resurfacing works were due to commence the following week, Reference to the potential of changing the phasing of the Northumberland Line implementation – Cllr Dungworth asked the Clerk to try to arrange and update at the Council's next meeting.
CO039/20	6. Minutes of the Council's last Meeting The minutes of the Council's Annual Meeting held on 27 May 2020 were agreed and accepted as a true record of that meeting.
CO040/20	7. Services and Partnership Update In reviewing the Service Officer's report the Chair highlighted the following matters: <ul style="list-style-type: none"> A number of late evening disturbances have been reported at Seghill Road

	<p>allotments – the plot holders thought to be involved have been spoken to and Council agreed to include a new clause its standard allotment tenancy agreement – No one is to be allowed in our sites after 10.00pm without either prior agreement of the Clerk or in an unexpected emergency.</p> <ul style="list-style-type: none"> • Arrangements are in the process of being made to assess the condition of the external concrete wall at West Terrace allotments • Inspections have been delayed this year due to the Covid Lockdown, however they will recommence during August. • Winter bedding will not be planted in two villages this year (Holywell and Seghill) to give the beds a chance to be dug out and revitalized. A rotation system will be introduced for future years. • All play parks are open and appear to be being used sensibly by visitors. • Astley Park play area is due to be updated in early September. These works are being jointly funded by NCC, Seaton Valley and by a contribution from Cllr Bowman’s NCC small schemes fund. • Leanne Chapman, the Council’s Administration Officer has agreed to take on the role of leading the Seaton Delaval In Bloom group. She organized her first event at The Poppy Park last Friday which attracted three or four new faces. Ivanhoe Forge has kindly said that they will install new gates at both entrances to this former memorial park. • Judging for the Council’s Gardening Competition is taking place this week. Rather than holding our traditional prize giving ceremonies the winners will be visited and presented with their certificates. • A litter pick took place at New Hartley Saturday 25 July. • A meeting is taking place with an alternative supplier to confirm whether or not Christmas Garlands can be manufactured this year.
<p>CO041/20</p>	<p>8. Engagement and Development Update The following items were noted:</p> <ul style="list-style-type: none"> • Regular news items have continued to appear on the Council’s website and social media platforms, • An early decision was made to cancel the preparation and production of our scheduled April Futures Magazine; however a magazine will be produced for delivery in early September. • Despite the Coronavirus lockdown arrangements to press ahead with further consultation on our Neighbourhood Plan have continued. A draft plan and background paper is due to be completed by the end of August in readiness for a further 8 week consultation period. A summary of the draft plan and details on how to respond will be included in the September issue of our Futures Magazine. • Speed indicator signs have continued to be rotated and monitored over the past few months. Members expressed concerns had some of the high speeds recorded and received reassurances that the information is shared with Police and Highway’s colleagues on a regular basis.
<p>CO042/20</p>	<p>9. Neighbourhood Plan The Clerk spoke to the Engagement and Development Officers report which gave a detailed update on the work that has continued in order to progress the Council’s Neighbourhood Plan. The Council’s planning consultant is currently producing the first draft of the Plan and a detailed Background Paper to accompany it. Statutory consultees are being identified and arrangements are being made to produce approximately 100 hard copies of both documents to issue to those residents expressing an interest. Both documents will also be available on our website.</p>

CO043/20	<p>10. Bank Reconciliation as at 14 July 2020 Council agreed to receive the report, and noted that the Council's bank accounts had been successfully reconciled to its financial records.</p>																				
CO044/20	<p>11. Budgetary Control Update The Clerk presented his report which analysed costs centres on a line by line basis and discussed any major variances between actual income and expenditure and expected income and expenditure levels to date. Generally speaking the Clerk expected the Council to underspend this year as a result of reduced activity levels in the wake of the Coronavirus pandemic. With this in mind he asked the Council to carefully consider his next report to try to identify alternative areas of expenditure in the current year that could be of immediate and long lasting benefit to our communities.</p> <p>RESOLVED: to note the budgetary control position presented in the Clerks' report.</p>																				
CO045/20	<p>12. Use of Anticipated Underspend 2020/21 The Clerk's report restated that as a result of reduced activities during the Coronavirus Pandemic and other matters a number of the Council's budgets are likely to be under spent in the current year. The level of the overall underspend is estimated to be in the region of £35,000. The report suggested using this sum, supplemented by a £15,000 contribution from general reserves to create a Members Minor Projects Budget to finance small projects in each of its villages in the current year. Each village will be given an initial allocation of £10,000. The Clerk asked members to submit schemes for consideration to him by the end of August so that the Chair and the Deputy Chair could consider schemes for approval with a view to implementing them in the current financial year. All members fully supported the proposals within the Clerk's report and it was RESOLVED TO:</p> <ul style="list-style-type: none"> • Ask members to submit project ideas to the Clerk by 31 August, • Delegate responsibility for authorising projects to the Chair and Deputy Chair up to a total value of £50,000 and, • Note that the budget for these schemes will be financed from a combination of under spends elsewhere in the Council's budgets (£35,000 see paragraph 3 of the Clerk's report) and a contribution of £15,000 from General Reserves. 																				
CO046/20	<p>13. Dates of Future Scheduled Meetings</p> <table border="1"> <thead> <tr> <th>2020</th> <th>Committee/Council</th> <th>Time</th> <th>Venue</th> </tr> </thead> <tbody> <tr> <td>Wednesday 30 September</td> <td>Full Council</td> <td>7pm</td> <td>Seaton Sluice Community Centre</td> </tr> <tr> <td>Wednesday 28 October</td> <td>Finance and General Purposes</td> <td>6pm</td> <td>Council Offices</td> </tr> <tr> <td>Wednesday 25 November</td> <td>Full Council</td> <td>7pm</td> <td>Council Offices</td> </tr> <tr> <td>Wednesday 9 December</td> <td>Finance and General Purposes</td> <td>6pm</td> <td>Council Offices</td> </tr> </tbody> </table>	2020	Committee/Council	Time	Venue	Wednesday 30 September	Full Council	7pm	Seaton Sluice Community Centre	Wednesday 28 October	Finance and General Purposes	6pm	Council Offices	Wednesday 25 November	Full Council	7pm	Council Offices	Wednesday 9 December	Finance and General Purposes	6pm	Council Offices
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There being no other business on the Agenda the meeting closed at 8.14pm

Signed by the Chair: _____

Dated: _____