

**MINUTES OF HETTON TOWN COUNCIL MEETING HELD ON
MONDAY 19TH MARCH, 2007 at 7.15 p.m. IN THE COUNCIL
CHAMBERS, THE HETTON CENTRE**

Present:

Councillor Mrs. E. A. Rankin in the Chair

Councillors Mrs. M. Adamson, J. Blackburn, W. Glover, Mrs. E. Metcalfe, C. Nairns, W. Robinson, J. Steel, Mrs. D. Storey, R. D. Tate, G. Wandless and A. Wilkinson (12)

1. Apologies for Absence

Apologies for absence were received from Councillors Mrs. F. Anderson, Mrs. J. Blackburn, S. Blackburn, Mrs. J. Heron, R. Heron, G.W.K. Hepple, A. Maddison, Mrs. M. Summerill. (8)

2 Minutes of the Meeting held on 5th March, 2007

The minutes of the meeting having been distributed, it was noted that reference to Item 12, Hetton Lyons Primary School, the award proposal was seconded by Councillor Glover and not Councillor Mrs. Metcalf. This amendment being noted it was moved by Councillor Glover, seconded by Councillor Wilkinson, it was

RESOLVED that the minutes of the Minutes of the Meeting on 5th March, 2007 be accepted as a true record.

3 Matters Arising

No matters were raised by Members.

4 Declarations of Interest

Councillor R. D. Tate declared a personal and prejudicial interest in Item 8 as Member of the City Council Planning Committee.

Councillor Mrs. E. Richardson declared a personal interest in Item 8(d)

5 Correspondence Received

- a. East Rainton Neighbourhood Watch A.G.M., 19th March, 2007 – received and noted.

6 **Hetton Town Council Financial Arrangements**

a. Policy of Financial Management for the Year 2007/2008

Members received a verbal report from Councillor Wandless referring to the distributed copy minutes of a meeting held on Friday, 3rd March, 2007 between Members of the Town Council and Mr. P. Browning of the Sunderland City Treasurers Department. The meeting which was a followup session to a meeting held in December, 2006. The purpose of which was to direct, assist and outline the most practical and most appropriate way in which the Town Council could progress with operating its own Financial Management System

b. It was agreed to follow suggested procedures and progress with the following:

i. That the Town Clerk follow advice and receive appropriate guidance as offered by the City Treasurer

ii That the requirement for a Town Council Bank Account would not need to follow the sample extensive Bank Tendering Services Document as shown by the City Council as much of the criteria does not apply.

iii. That the Town Council Finances observe the adopted Financial Regulations and Standing Orders of the Town Council.

iv. The Town Clerks payroll would be administered by an independent account service

v The Town Council's Independent Chartered Accountant would continue to provide audit of all Council internal financial matters through to submitting the Annual Return

vi The Town Council will not be able to register for VAT as there is no taxable income, other than precept

vii There is a need to ensure the Council has a full 'Combined Local Council' Policy Insurance Cover

viii In so far as addressing any surplus, the Town Council may wish to invest, there is a need to take appropriate advice and report all operation of such to the Town Council It is also advised that the Inland Revenue be contacted in respect of the account and should be Gross Investment only and to operate under charitable Aims and Objectives.

c. Report of Town Clerk regarding Banking Services

In respect of Items 6a, 6b, the Clerk requested formal approval to make the necessary investigations with two or more suitable Banking Service providers with regard to the Council operations, this would include the operation of a current account, an instant access deposit account and Investment Account/Bond.

As suggested by the City Treasurer these accounts must have three approved signatories, which should be reviewed and changed annually, Chairman of the Council, Leader of the Council, Chairman of Finance Committee.

The Town Clerk was asked to research the appropriate banking services and report results to the Town Council.

In respect of the forgoing Items 6a, 6b, 6c, Town Council financial arrangements it was therefore moved by Councillor Wilkinson and Seconded by Councillor Glover and RESOLVED that the information be accepted and the necessary action be taken.

7 Bus Services Public Meeting, 13th March, 2007

The Town Clerk reported that more than 120 residents had attended the meeting, not only representing the Hetton-le-Hole district but also persons from Houghton-le-Spring, Shiney Row and Monkwearmouth.

Officers from Go Ahead North East and Nexus attended the meeting and answered concerns and questions. The Town Clerk had requested written responses to all matters and will report all comments back to the Town Council at a subsequent meeting.

8 Photocopying and Duplicating Services

The Town Clerk submitted a written report outlining photocopying requirements for the Council and presenting 3 options for consideration of Members.

It was suggested that further enquiries be made prior to decision being made. The Town Clerk was asked to report further to the next Council Meeting.

9 Planning Application Considerations

a. Correspondence from Sunderland Development Control re:

Application No 07/00153/Ful

6-9 Louvain Terrace

Members noted and received all information and that the application had been **refused** by the local planning authority.

b. Report of Site Meeting, Tuesday, 13th March, 2007

Members had attended a Site Meeting at The Cottage, Front Street, No. 07/007/09 part demolition and erection of 4 new dwellings and had made objection on the grounds of traffic road safety due to the proposed access point for 5 dwellings, which would be adjacent to traffic signals and brow of a hill at Park View.

And subsequently had also attended a site meeting at 26 Lindsay Street, No. 07/0078/Ful erection of two dormer windows, members viewed this application and objected to the proposal on the grounds of visual intrusion into neighbouring properties.

c. Application No. 07/01062/Ful
23 Lambton Drive
Erection of two storey extension

d. Application No. 07/00659/Out
Land adjacent to The Rectory, Houghton Road
Erection of single dwelling

e. Application No. 07/01154/Ful
6 Lyons Avenue, Easington Lane
Erection of Sun Room to rear of property

In respect of Items 9c, 9d, 9e no observations/objections were made.

10 Schedule of Town Council Payments Made

Sc No. 19/03/07 was moved by Councillor Wilkinson and seconded by Councillor Robinson that they be accepted and approved.

11 Town Clerk, Contract of Employment and Job Description

Members were issued with draft copies of above documents for examination and approval. Councillor Wandless outlined matters and explained that the documents had been designed following National Association of Local Council's Model & Guidelines. The documents had also been submitted to the Durham County Association of Local Councils for their comment and confirmation that they were suitable and appropriate.

The details being noted it was moved by Councillor Glover and seconded by Councillor Robinson that the Contract of Employment and Job Description for the Town Clerks position be accepted and furthermore all matters in relation to the post of Town Clerk to be implemented in respect of starting date of 1st April, 2007

RESOLVED that the details be accepted.

12. **Invitations**

a. Hetton Hawks Cycling Club

The Chairman had received an invitation to present prizes at the Annual Cycling Races at Hetton Lyons Country Park on Sunday, 1st April, 2007. It was also suggested that this would provide the opportunity for a formal photo-call for the presentation of Grant Award to Hetton Hawks made by the Town Council recently.

b. Hetton Silver Band were to hold a 120th Celebration of their formation, with invited guests, Lyons Male Voice Choir at Union Street Methodist Church on Saturday Evening, 31st March, 2007 and the Chairman and Town Council Members were invited to attend.

The Chairman, Councillor Steel and Councillor Mrs. Richardson confirmed their attendance.

13. **Matters Raised by Members**

a. *Councillor Mrs. Richardson* referred to the Car Park in Barrington Terrace, which was to be temporarily used as a compound by SHG whilst major developments were ongoing.

Mrs. Richardson explained that this car park is well used and will be a great loss to Town Centre users, could some spaces be left for public use.

b. *Councillor W. Robinson* gave a verbal report on the Police Forum meeting he had attended at Hannaman Court, Southwick on Thursday, 15th March, 2007

c. *Councillor W. Robinson* also reported that residents had complained that the footpath rear of Doxford Avenue was in need of urgent repair.

d. *Councillor Wilkinson* made reference to many previous reports concerning the Bottle Bank recycling facilities situated at Barrington Terrace, unfortunately these facilities were not being emptied regularly to cope with usage and had become very unsightly with overflowing glass and paper in the area.

The Town Clerk reported that this issue had been evident in a series of complaints raised by residents and had written to the City's Head of Environmental Services in this respect.

e. *Councillor Wilkinson* highlighted the problem which had occurred at the new developments (Vicarage Close, and Elmfield) whereby the roads/highways have not yet been completed, hence giving a problem on new estates. Councillor J. Blackburn explained there

- may be ongoing investigations as certain developers had gone into liquidation, the City Council were investigation the matter.
- f. *Councillor Wilkinson* also gave information of two footpath closure notifications posted at Barrington Court/St. Cuthberts Close and in doing so, highlighted the need to keep the Stephenson Trail footpath open in this area.
 - g. *Councillor Glover* asked that the appropriate contacts are made to address the problem of chronic car parking congestion at Market Street in the vicinity of the Gymnasium facilities.
 - h. *Councillor Glover* outlined the litter problem which does not get cleared at the perimeter fence of Hetton School, North Road.
 - i. *Councillor Nairns* had received concerns from residents in the vicinity of Bog Row, near the footbridge, where gangs of youths congregate and evidence of drinking and drug taking equipment had been seen. He asked that the local Community Police Team pay attention to this area each evening.
 - j. *Councillor Nairns* referred to the ongoing problem which had been highlighted by the Town Council on several occasions of the Welfare Road/Park Estate footpath adjacent to the Hetton Centre, where the area adjacent to the Hetton Centre Fence Line had become very muddy and unusable.
 - k. *Councillor Wandless* referred to the cul-de-sac adjacent to the Garage Site in Jane Street, Hetton Downs and to the very poor condition of the road surface, he asked the Clerk to determine if the repairs to this area were the responsibility of City Council or Sunderland Housing Group. Councillor Blackburn informed members that S.H.G. were undertaking a survey of Garage Site
 - l. *Councillor Wandless* also reported that the telephone kiosk facility at Downs Road/Eppleton Estate, was being vandalised regularly and causing distress to residents. He suggested British Telecom be approached to determine its usage and if removal would be an option.
 - m. *Councillor Tate* highlighted the ongoing problem being experienced by residents due to parking problems at Hetton Primary School, Moorsley Road, double parking and congestion. The City Council and Head Teacher had been informed to examine the problem

Signed
Mrs. E. A. RANKIN
Chairman