

**THE MINUTES OF THE ANNUAL MEETING OF THE SEATON WITH SLINGLEY PARISH
COUNCIL HELD ON WEDNESDAY 17 MAY 2023**

Present: Councillors A Blacklock, S Faulkner, G Fuller,
H Middlemiss, A Slater, A Taylor, D Temple,
J Theobald, S Williams

Also Present: County Councillors K Batey and D McKenna

1 ELECTION OF CHAIR

RESOLVED that Councillor Slater be elected Chair of Seaton with Slingley Parish Council for the ensuing year.

COUNCILLOR SLATER TOOK THE CHAIR

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors McAuliffe and Vila.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 APPOINTMENT OF VICE-CHAIR

RESOLVED that Councillor Temple be appointed Vice-Chair of Seaton with Slingley Parish Council for the ensuing year.

5 APPOINTMENT OF INTERNAL AUDITOR

RESOLVED that Mr G Fletcher be appointed Internal Auditor to Seaton with Slingley Parish Council for the ensuing year.

6 REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED that the following Members be appointed to serve as representatives of the Parish Council on the external bodies listed for the forthcoming year:-

Area Action Partnership
Councillors Slater and Williams

Council for Protection of Rural England (Co Durham)
As required

County Durham Foundation Trust (South Sharpley Community Fund)
Mr A Teasdale – Resident

East Durham Association of Parish and Town Councils
Councillors Fuller and Temple

PACT Meeting
Councillor Middlemiss and Faulkner

Seaton Community Association Management Committee
Councillors Middlemiss and Slater

Seaton with Slingley Parish Council – 17 May 2023

Smaller Councils Forum – CDALC
Councillor Temple

7 DATE AND TIME OF ORDINARY MEETINGS OF SEATON WITH SLINGLEY PARISH COUNCIL

RESOLVED that meetings of Seaton with Slingley Parish Council be held on the third Wednesday of each month commencing at 6.45pm, except for August where no council meeting would be held due to recess.

Meeting dates were subject to change with the consent of the Chair of the Parish Council.

8 THE MINUTES OF THE LAST MEETING held on 19 April 2023, a copy of which had been circulated to each Member, were approved and signed by the Chair.

9 POLICE MATTERS

The Chair welcomed PCSO N Jackson and PC C Hutton to the meeting.

PCSO Jackson provided a report of incidents in the parish area since the last meeting.

Reference was made to the continuing problems associated with off-road bikes. PCSO Jackson advised that they were aware of the problem and were hoping to get the off-road bike section to undertake work in the area.

Members expressed concern at the most recent accident on the slip road leaving the A19 joining the B1404. The location was an accident black spot, and it was felt that it was only a matter of time before there was a fatality.

RESOLVED that the information given, be noted.

10 CORRESPONDENCE

(1) Seaham Town Council

The Clerk reported the receipt of correspondence from Seaham Town Council advising that Councillor J Bell had been elected Mayor of Seaham for the coming year and Councillor R Charlton-Laine had been elected Deputy Mayor.

RESOLVED that the information given, be noted.

(2) Pacific Hall Close

The Clerk reported the receipt of correspondence from a resident concerned about cars and vans parking on the grass verge at Pacific Hall Close.

Members were advised that the matter was referred to Durham County Council as the landowner. The County Council had advised that this problem happened all over the county. They were looking into the possibility of installing ground guards in areas where these problems occurred.

RESOLVED that the information given, be noted.

11 PLANNING APPLICATION

DM/23/01089/FPA – First floor side extension at 24 Sharpley Drive, Seaham.

RESOLVED that the information given, be noted.

12 CLERK'S REPORT

(1) Internal Audit Report for the Year ending 31 March 2023

The Clerk reported the receipt of the internal audit report for 2022/2023 undertaken by Mr G Fletcher.

Members were advised that every smaller authority in England where the higher of gross income or gross expenditure was £25,000 or less, could certify themselves exempt from a limited assurance review, and complete part 2 of the Annual Governance and Accountability Return (AGAR) at the end of the financial year. The AGAR part 2 was made up of 2 sections along with an annual internal audit report which was to be completed by the Parish Council's independent internal auditor, who gave an opinion of the Parish Council's internal controls, details of which were outlined to Members.

The internal audit concluded that all the key controls contained within the internal audit section of the AGAR were examined and found to be working satisfactorily.

RESOLVED that the internal audit report for the year ending 31 March 2023 be accepted.

(2) Annual Governance and Accountability Return for the Year Ending 31 March 2023

Consideration was given to a report prepared by the Clerk which reviewed the effectiveness of the council's internal controls to support the Annual Governance Statement, a copy of which had been circulated to each Member.

The Clerk reported that all councils were required to complete the appropriate part of the Annual Governance and Accountability Return (AGAR) which applied to them.

Members were advised that smaller authorities where the higher of gross income or expenditure was £25,000 or less and they met the qualifying criteria could certify themselves exempt from a limited assurance review. As the Council's gross income and expenditure was less than £25,000 it was suggested that the Parish Council complete part 2 and certify themselves exempt from a limited assurance review.

RESOLVED that the Parish Council certify itself exempt from a limited assurance review and complete part 2 of the Annual Governance and Accountability Return.

The Clerk proceeded to take Members through section 1, Annual Governance Statement, which was approved and then section 2, Statement of Accounts which was also approved.

FURTHER RESOLVED that sections 1 and 2 of the Annual Governance and Accountability Return for the year ended 31 March 2023, be approved and signed by the Chair.

(3) St Johns and Clarks Terrace

The Clerk reported on the on-going issues related to the bin collections at St John's and Clarks Terrace.

Members were advised that all the missed collections were reported to Durham County Council, but the problem remained unresolved. The issue had also been reported to the County Councillors who had also reported the issue.

RESOLVED that the information given, be noted and further developments be awaited.

(4) Passing Points – Burn Bank

Seaton with Slingley Parish Council – 17 May 2023

The Chair reported the receipt of a request from residents for passing points to be installed on the Burn Bank road.

RESOLVED that the request be referred to Durham County Council.

(5) Bird Scarer

The Clerk reported that Durham County Council had advised that the bird scarer had been removed.

RESOLVED that the information given, be noted.

13 MEMBER ISSUES

Corner Opposite Community Centre

The Chair reported that the corner opposite the Community Centre needed a tidy up. Plants required cutting back and some additional plants were needed.

RESOLVED that the Clerk contact Durham County Council to discuss the work that was needed.

14 PAYMENTS

RESOLVED that the following schedule of payments made since the last meeting be approved.

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
100769	G Fletcher	Internal Audit	100.00		100.00
100770	HMRC	PAYE - May 2023	156.39		156.39
100771	Payroll	Wages - May 2023	618.00		618.00
100772	JACS Accountancy Limited	Payroll Services - May 2023	10.00	2.00	12.00
100773	Durham County Council	Website Hosting and Support	673.74	134.75	808.49
Sheet 153	HSBC	Bank Charges	7.00		7.00
		TOTAL	1,465.13	136.75	1,601.88

15 DATE AND TIME OF NEXT MEETING

RESOLVED that the next meeting be held on 21 June 2023 at 6.45pm.

..... Signed

..... Dated