



**DRAFT MINUTES OF THE MONTHLY MEETING OF**  
**OUSTON PARISH COUNCIL**  
**HELD ON THURSDAY 28<sup>TH</sup> APRIL 2022 IN OUSTON COMMUNITY CENTRE**  
**THE MEETING OPENED AT 7.00PM.**

**1. COUNCILLORS PRESENT:**

Mrs D Rowe (Chair), Mrs M Duncan, Mr J Tate and Mrs A Bell

**County Councillor** Mr. D. Wood

**Other Attendees** - Parish Clerk Lisa Blondrage, OCA Board Member Clare Marshall and Mrs Dodd (resident)

**2. APOLOGIES FOR ABSENCE**

Cllrs Mr A Wake and Mr E. Brown. CC Mrs A. Batey and Mr P. Pringle

**3. DECLARATIONS OF INTEREST FOR ITEMS ON AGENDA**

None Declared.

**4. MINUTES OF PREVIOUS MEETING – MARCH 2022**

CC Wood clarified that the Police have agreed to attend County Councillors' Advice Surgeries if they agree the dates with them in advance. Once these dates have been agreed they will share them with the Parish Council. Cllr Bell suggested a Dictaphone being purchased to record the meetings. This would eliminate any confusion and the PC's agreed.

**5. CORRESPONDENCE, REPRESENTATION FROM RESIDENTS AND ALLOTMENT TENANTS**

Mrs. Dodd asked CC Wood for further details about the traffic / road safety consultation in West Pelton. CC Wood explained that DCC asked if residents were aware of any locations where there are issues. CC Wood explained in further detail that if residents had any concerns relating to traffic or road safety, for example, restrictions on the road such as double yellow lines / restrictions around schools, that they raise it with Highways whilst they are currently holding a consultation at West Pelton. CC Wood said there are no proposed changes this time within Ouston but all three parishes were asked if there were any areas they wanted to be looked at as part of this process. CC Wood said he would speak to Mrs. Dodd outside the meeting.

Mrs. Dodd asked about the online DCC Chester Le Street Leisure Centre consultation. Mrs. Dodd said she was talking to leisure centre users and they asked if there was an alternative way of consulting users as some struggle with technology. CC Wood said the Consultation was not live yet and he would send Mrs. Dodd a copy of the DCC press release.

Mrs. Dodd said the litter bin from outside the Tyre shop had been taken away by DCC.

Mrs. Dodd asked when the DCC flowerbed were being changed? CC Wood will contact Clean & Green.

**6. COUNTY COUNCILLOR REPORT**

CC Wood said there are 133 houses helping 349 Ukrainians in County Durham.

CC Wood said the Police have agreed to attend County Councillors' Advice Surgeries if they agree the dates with them in advance. The advice surgeries can be requested to discuss specific issues and will be arranged in advance depending on officer's shift patterns. Once these dates have been agreed they will share them with the Parish Council.

As part of the national scheme, the DCC cost of living Council Tax rebate of £150 for Bands A-D will be issued over the next couple of weeks. It will be paid into resident's bank accounts if they pay by direct debit. DCC will be writing to all households in May that do not pay by direct debit to inform them how they can apply (as DCC do not hold their payment details). CC Wood said he believes residents will be asked to apply online or by calling customer services.

CC Wood said there is funding available from the Neighbourhood Budget for Jubilee projects. Project organisers can apply for a minimum of £100 and a maximum of £300. The PC agreed to submit a joint application with Ouston Community Association for the event at the community centre.



## **7. ALLOTMENTS**

Plot 48b would like to erect a Polytunnel. The PC's present unanimously agreed to grant permission.

From: Department for Environment, Food & Rural Affairs and Animal and Plant Health Agency  
Update 25 April 2022 The UK Chief Veterinary Officers have announced that the mandatory housing measures for poultry and captive birds will be lifted across the UK from 00:01 on Monday 2 May 2022. The Avian Influenza Prevention Zone (AIPZ) will remain in force across the UK until further notice, with only the housing measures component being lifted from 00:01 on the 2 May 2022. This means all bird keepers (whether they have pet birds, a commercial or a backyard flock) must continue to take effective and precautionary biosecurity measures until further notice.

While the risk levels have reduced infection may still be present in the environment. All bird keepers should take proactive measures to prepare outside areas in advance the lifting of the housing measures. See guidance on [www.gov.uk/guidance/avian-influenza-bird-flu](http://www.gov.uk/guidance/avian-influenza-bird-flu) on the proactive steps you should take before the 2 May 2022 to prepare for when your birds can be let outside again to reduce the risk to your birds.

## **8. AGAR 2021-2022**

### **8.1 Review, approve and sign off**

LB prepared and emailed the year end accounts to the PC's. The accounts were approved and signed off by the Chair Cllr Rowe.

### **8.2 Appoint an Internal Auditor**

The PC's appointed Gordon Fletcher to Internally Audit the AGAR.

## **9. 2022 PARISH EVENT & SUBGROUP – QUEENS PLATINUM JUBILEE EVENT – AGREE & APPROVE A BUDGET AND DISCUSS PLANS**

Clare Marshall went through the costings for the events. It was originally proposed, that OPC and Ouston Community Association would host two events, one for children and one for adults. After discussions the PC and Clare agreed that there would only be one event and it would be for families which will be held between 12-4pm. LB asked Clare to check the capacity of the hall for ticket sales.

When available, tickets can be collected from the OCA front desk. Tickets are free and CC Wood said he was concerned if the ticket was free there may be no shows at the event. Clare suggested that the tickets will have a number on the back which enters the attendee into a raffle. The prizes can only be claimed by the attendee if they are present at the event.

The catering will be provided by the Curiosity Café. Clare Marshall said she would speak to the caterers regarding food allergies and disclaimers.

Clare said in the main hall there will be a bouncy castle, disco, games, prizes and face painting which will cost around £375. Ticket printing will cost £25 and a banner advertising the event will cost £50. If Youth Connection perform there will be a £80 donation cost. Clare said she still needs to source decorations.

LB to check the grant criteria and apply for the event grant (possibly £225) and the PC agreed to cover the balance of approximately £800.

Further details will be discussed by the Subgroup at the Event meeting on Wednesday 4<sup>th</sup> May at 10am.



## **10. MEMORIAL GARDEN, JUBILEE ROSE BED AND VILLAGE TUBS**

Cllr Bell said it appears that two of the roses have not taken. We could possibly purchase two more or move them from the Memorial Garden. It was suggested Cllr Brown contact the company he purchased them from. Cllr Brown to check the plants being grown at the allotments.

## **11. CLERKS REPORT**

LB has sourced a bench for £675 plus VAT but the company can't guarantee it will be in place for 1<sup>st</sup> June. PC agreed it will be fine after that date. We are still waiting for planning permission from DCC and we need the permission to complete the 106 funding application. LB said the bench will need to be bolted into paving stones. CC Wood said Pelton PC asked DCC to fit some benches for them. The DCC operatives fitted the benches and installed the paving too. LB to contact PPC's clerk for further details.

LB has sourced the plaque for the Rosebed and the PC's approved the design proof and wording.

LB sent Cllr Rowe some guidance from Durham Constabulary regarding use of EScooters to be included in the Newsletter.

The Litter Picker has asked if Cllr Rowe can mention in the Newsletter that the light nights and the better weather is coming therefore children will be playing out more. The PC's ask drivers to be aware that children will be playing in the residential areas and to drive safely.

LB said the Litter Picker also reported that the Public Space Protection Order signs are no longer on the fences of Ross Park and the Brooms Park. LB said she checked the online register on DCC's website and we are still listed. The PSPO prevents dogs from entering parks enclosed with in a fence. CC Wood to contact Clean & Green teams.

CDALC advised that the AGM can be coincided with the Parish Assembly and can be held on a normal meeting date as long as the AGM formalities are included on the agenda. Such as appointing a Chair and reviewing policies and procedures. The meeting will take place on 26<sup>th</sup> May from 6.30pm.

LB has requested another bin for the Memorial Garden car park using DCC Do It Online.

Cllr Tate said the dog waste bag dispenser needs filling again. LB said she has the bags and will fill.

The DCC Big Spring Clean has already taken place. However, CC Wood said that Community Litter Picks can take place using the litter picking equipment purchased by the CC's. Organisers need to contact the CC's with proposed dates.

Cllr Tate spoke to CC Wood at the meeting regarding some raised paving stones in Iris Crescent. CC Wood said he would check them with Cllr Tate.

Cllr Rowe said she had been contacted by a local farmer to say that a resident has a rear gate on their fence on Ross which opens on to the farmer's field. There is evidence of dog fouling in the crops. It was suggested that the farmer erects a fence on their side of the field to prevent access on to their land.

Clare Marshall said the OCA have been awarded 106 moneys to improve and surface their car park. She said due to the increase in costs of materials they are facing a shortfall of approximately £2500-£3000 and asked the PC if they could make a contribution. LB said it will be put on the agenda for the next meeting when it will be discussed and a decision will be made.

Prior to the meeting, Cllr Rowe send out a draft of the newsletter to the PC's. Cllr Rowe said the Newsletter needs to be finalised and distributed to advertise the Jubilee Event. CC Wood offered to deliver The Oval Newsletter.

The Turnberry bus stop has still not been cleaned despite requests from LB and the CC's. CC Wood will contact Clean and Green.



## **12. FINANCIAL MATTERS OF THE COUNCIL**

### **12.1 Monthly Accounts and April invoices.**

The expenditure for April was reviewed and agreed.

### **12.2 4<sup>th</sup> Quarterly Bank and Year End Bank Reconciliations**

The full accounts including the 4<sup>th</sup> Quarterly Bank and Year End Bank Reconciliations were emailed to the PC's.

## **13. ITEMS TO FOLLOW UP NEXT MEETING**

The May meeting agenda will include:

- Platinum Jubilee Event
- Newsletter
- OCA Donation Request
- Jubilee Bench
- Allotments
- AGM

The Parish Assembly and AGM meeting will be held on **THURSDAY 26<sup>th</sup> MAY 2022** at 6.30pm. Business to discuss will be as per Agenda.

**The Parish Council meeting closed at 20.40 hours.**

## **APPENDIX ONE: CHEQUES SIGNED AT MEETING**

L Blondrage	April pay 4 weeks
L Blondrage	April HWA
D Johnston	April pay 4 weeks
HMRC	April pay 4 weeks
CDALC	Annual Subscription