

Minutes for the meeting of Kelloe Parish Council held on Wednesday 12th March 2025 at 7.00 pm at the Phoenix Centre

- 24.144 Present Leanne Griffiths, Julie Davis, Joy Richardson, Brenda Turnbull and Joy Richardson.
- 24.145 **In Attendance** Cllr Jan Blakey, Cllr Gary Hutchinson and Stephen White (Parish Clerk)
- 24.146 **Apologies for Absence** – Selina Kirk and Viv Anderson .
- 24.147 **To receive declarations of interest** – None.
- 24.148 **Opportunity for Matters Raised by Members of the Public before the meeting.** Two Allotment holders came to the meeting. There were questions about what needed to be done to bring allotments into line with what the Council was expecting and required by the contracts and the law. It was agreed that there would be a further inspection of the allotments.
Drain manhole on front Street cracked.
Church Road – trees hanging over.
- 24.149 **Minutes** of the meeting of 8th January – Accepted and signed.
- 24.150 **Matters arising** – Discussion about “pin cushion” road humps. Steve reported that Scott Wallace in the Highways Department had told him that the proposals had proceeded to the publication of notice stage. Members were encouraged to look out for these signs on lamp posts and make complaints to the County Council. Also to let Steve know that the signs had gone up so that he could make representations on behalf of the Parish. If there were complaints it would go to the Highways Committee. The Parish felt that we only needed these on specific roads and on the road to the church past the Davey Lamp. The latter not being covered.
- 24.151 Steve reported that the water bill had decreased compared to the previous year.
- 24.152 **Finance and Responsible Financial Officer update** – Accounts update for 2024/25 circulated. Steve reported that he now had all the statements which were signed and the current balance was £8984.52. They also showed that the initial payment of £4,500 from Stephen Round had been paid to reduce our loan with Durham County Council.
- 24.153 **Departure of the Ground Maintenance Officer** Steve reported that Andrew Shutt had resigned. This is because he needed to spend more time on other work. The Council was sorry to hear that he had decided to leave and wished him well in the future. He had agreed to carry on doing the burial of ashes for the moment. This is a sensitive role and we needed to make sure that in changing circumstances we needed to ensure we had someone with the necessary sensitivity.
- 24.154 It was agreed that the Council would not replace this post but would move to having a contractor or contractors covering this work. Jan recommended and Steve agreed to write a tender for the July Council meeting which would use sealed bids. The timetable would end in a decision at the September meeting. We should approach at least three potential suppliers.
- 24.155 Further discussion on the website and plans to upgrade it.
- 24.156 The Council reviewed and agreed the Internal Financial Control document. Steve reported continuing work on the Assets Register which was nearly complete, the

Financial Regulations and the Risk Assessment. Most of these would be completed by the AGM. The Clerks job contract was still outstanding.

24.157 Steve also reported that names had been removed for the previous minutes. There would be occasions where names would have to be used in line with good practice.

24.158 **County Councillors Report** Discussion about the elections on May 1st and what Councillors needed to do if they wished to stay as Councillors.

24.159 Gary reported that he had gone around the Parish with a member of the public and looked at a number of issues of concern.

24.160 **Update on the Fraud case** – Further money coming from Stephen Round via the Court confiscation order.

24.161 **Allotments** – Agreed further visit to the allotment needed as already discussed. This would also be to look at the access road and fence. Visit planned for the 22nd March.

24.162 **Cemetery** – Already discussed.

24.163 **Correspondence** - None

24.164 **Planning Applications** – None

24.165 **Any Other Business** – Discussion about a new notice board and where to site it.

24.166 It was agreed to write a letter to Joseph Chandy to let the Surgery Practice know how their donation had been used.

Stephen White

13/5/25