

Eggleston Parish Council Action Points 2022 - Open

Ref	Date	Item	BY WHO	ACTION POINT	STATUS
	06/04/2022	Village Litter Pick	Cllr. L. Stenson	06/04/22 Cllr. L. Stenson proposed Saturday the 14 th of May 10:30am to 1:30pm as a Village Litter Pick. The information will be put on the Parish website. 04/05/22 Cllr. L. Stenson has requested 15 Adult litter picking kits and 15 children's litter picking kits from DCC. The Village Hall is booked from 10-30 to 1pm on the 14/05/22; Tea, coffee, juice and biscuits will be available. Contact has been made with Scouts, Guides Brownies and Cubs (adults to accompany under 12s). The event is advertised on the Parish Council's webpage.	Ongoing
	17/04/2022	Asset of Community Value	Cllr. W. Greenfield/Cllr. L. Stenson	17/03/22 Cllr. W. Greenfield and Cllr. L. Stenson will submit an application to register Three Tuns Inn as an Asset of Community Value. 06/04/22 The Parish Council has submitted an application and supports the community application. 04/05/22 Parish Council awaiting reponse.	Ongoing
	02/02/22	Planning	Parish Clerk	02/02/22: The Parish Clerk to send a letter to the Planning Department to enquire the way forward on new structure at The Houghs. 09.03/22: Cllr. R. Hutchinson and Cllr. J. Donald to complete the Planning Enforcement Complaint Form and return it to the Parish Clerk to then be forwarded to Durham Planning Department. 06/04/22: The Senior Enforcement Officer aims to provide an update by 18th of April 2022 on The Houghs. There were no objections to planning applications that have come through for Gatehouse Farm, Folly Top and Whistle Crag. 04/05/22 Egglesburn, Chapel: There were no objections. The Tree Tuns: Parish Clerk to respond to the solicitors on behalf of the Parish Council.	Ongoing
	02/02/22	Internet Banking	Cllr. L. Oxby	02/02/22: Cllr. L. Oxby to ask Mrs. C. Bell to take a deeper look at how double signatures will be achieved. 09/03/22 Cllr. L. Oxby will discuss the matter with Mrs. C. Bell. 06/04/22 Cllr. L. Oxby will discuss the matter with Mrs. C. Bell. 04/05/22: Cllr. L. Oxby is discussing the matter with Mrs. C. Bell.	Ongoing
	17/02/22	Cutting of trees before nesting	Cllr. M. Souter/Parish Clerk	17/02/22: Cllr. M. Souter will inform the Carnival Committee on the work required and its effect on their lights. The Parish Clerk to follow up on the availability of a Council tree officer for inspection. 09/03/22 The Parish Clerk is following up on costs for an inspection. 17/03/22: Cllr. R. Hutchinson and Cllr. M. Souter to be present when Mr Alderson comes to inspect the trees on the 24th March 2022. 06/04/22: Costs received from DCC were prohibitive therefore an initial general inspection was done by Mr Alderson on the 24th March 2022. Cllr. R. Hutchinson informed the meeting that a virus was identified on one of the conker trees and that the monkey tree should be left to its own devices to determine its strength. The Parish Clerk to follow up Mr. Alderson for the official report. 04/05/22: Mr Alderson has provided a report which has been circulated to all Councillors. Cllr. M. Souter to print the report and forward it to the Carnival Committee.	Ongoing

	03/11/18	Pinfold	Cllrs Hutchinson/ Donald/ Greenfield and C.Bell	<p>See Minutes</p> <p>05/12/08: Ongoing - history being looked into and old pictures being located.</p> <p>09/01/19: Cllrs to put email of info together for proposition of wording/pictures for all to consider. 04/03/2021 Now that the small area of land is not being purchased by the potential buyer any plans/grants for any improvement to the area to be considered.</p> <p>06/02/19: After researching history decision made to restore to 1/3 wall but no gate, with dress stone to put plaque with historic info. Cllr Hutchinson to obtain cost of stone and build. Cllr Greenfield to draft plaque wording. When light enough prior to meeting - Cllrs to inspect Pinfold to measure and make final decisions on exact wall standing.</p> <p>04/04/19: Cost of stone approx £35 per ton/apprx 1 ton of stone per metre wall</p> <p>01/05/19: Work ongoing re information board. Research potential information for information board for Pinfold - part of village green. To consider stone seat.</p> <p>12/06/19: All agreed to stone seat - Ross to get priced. Wording for seat to be agreed. Cllr Greenfield to seek grant from DCC for the work. 04/03/2021 Now that the strip of land is not being purchased by the potential buyer any plans/grants for improvement work to be considered. 07/07/21 Cllr. Greenfield to look at possible grants - to report back at the August 2021 meeting.</p> <p>05/08/2021 Cllr Greenfield provided visual display of possible options, costings to be obtained. 06/10/21 potential purchase of some of the area. 03/11/21 Progress being made via the solicitors for the purchase of the 1.38m strip of land. Could add Jubilee bench within this area. 05/01/2022 The grant application can be made specifying that the garden will be a Jubilee Garden. It was proposed that Mrs C. Bell our RFO complete the grant application form with input from various councillors. Cllr. W. Greenfield to meet with George F. White in order to obtain a detailed map of what is being proposed for sale as requested by the solicitors. 02/02/22: Cllr. W. Greenfield will inform the Parish council once a response has been obtained from the surveyors at George F. White. 09/03/22 Cllr. W. Greenfield to continue with discussions on the pinfold. 06/04/22 Cllr. W. Greenfield informed meeting that a new marked OS map had been sent by G.F white to the Parish's solicitor. G.F. White will cover the legal costs. The invoice from G.F. White, for the new OS plan, will be addressed to Strathmore Renewables Ltd and sent via their solicitor. Cllr. E. Henderson and Cllr. L. Oxby to complete required signatures. Cllr. M. Souter will get the planners to view pinfold when they attend the village next for an initial assessment. C. Bell will begin the completion of the TAP grant application form. 04/05/2022: The new survey will need to be paid for. Sale can not be completed until all required documents are signed. Cllr. E. Henderson and Cllr. L. Oxby to complete required signatures. Costings for the pinfold are required in order to secure a grant. Cllr. Greenfield discussed with the planing officer on works and is awaiting a final approval. Signage must be similar to that at Whistle Crag and the Recreation Park.</p>	Ongoing
	05/12/18	Parish Grounds Maintenance/Village Green	Cllr Souter + all Councillors	<p>See Minutes</p> <p>09/01/19 & 06/02/19 & 12/03/19 - None received. Coucillors reminded to consider.</p> <p>04/04/19: Discussed at meeting - Village green needs a tidy up re timber, twigs etc from trees - Cllrs Hutchinson and Souter to do before grass cutting commences.</p> <p>01/05/19 Ongoing</p> <p>12/06/19: Agreed annually -Empty both troughs and paint railings around troughs/weedspray pinfold/paint and tidy around roadsign/maintain and clear around fingerposts. 06/01/21 Extra soil to be added in worn areas on the village green (by post box) and wild flower planting planned. 02/09/21 Clerk applied for free bulbs to plant on village green. 02/12/21 Matthew Davison do 'odd jobs' around the village - benches etc. Councillors to send suggestions for maintenance needs to clerk to assess for contract in 2019/20 financial year. 02/02/22: Cllr Souter to arrange the tidying up of the village green at the agreed cost of £180.00.</p>	Ongoing
	03/11/2021	Village Notice Board - Residents	Parish Clerk	<p>Apply for funding to upgrade - contact made with TAP (02/12/21). 05/01/22 It was suggested an aluminium noticeboard similar to the one already in situ to be sourced but freestanding and with no lockable catch. C. Wake to source 3 quotes. 02/02/22: The Parish Clerk to obtain a more detailed quote to included additional options for the 2-bay, A1, AF30 Aluminium Noticeboard. 09/03/22 Cllr. W. Greenfield will contact Cllr. E. Henderson and Cllr. R. Bell on funding. 06/04/22 Annalisa Ward will get back to Cllr. W. Greenfield by May on availability of funding. 04/05/22: Funding is available from the County Council. Cllr Hutchinson will arrange for the installation of the notice board at no cost to the Parish Council.</p>	Ongoing

07/07/2021	Recreation Park	Cllrs Donald/Hutchinson/Oxby & Parish Clerk	Repairs to decorative wooden posts - grants available to determine. 05/08/2021 Quotes for repairs to be sourced prior to applying for grants. 03/11/21 recent vandalism to the small slide to address. Continued attempt to find local tradesmen to do the original repairs. 02/12/21 Tidying of park has not been completed by the contracted tradesman - contract to be terminated. Matthew Davison has agreed to do this work at £14/hr with this not exceeding the amount by which we need to find 3 tenders. He will also do 'odd jobs' around the village - benches etc. 05/01/22 Tenders would be required for the normal maintenance costs of 60 hours. Cllr. L. Oxby, and Cllr. J. Donald have agreed to meet up on the 20th of January 2022 at 9:30am to reassess the planned work that is needed. C. Wake will join them for the assessment. Cllr. R. Hutchinson to contact Phil Townsend on any tiles that need replacing. 02/02/22: The Parish Clerk to send tender requests for 2 lots of works to be carried out on the at the Recreation Park. 09/03/22 The Parish Clerk to inform M Davison Garden & Grounds and CA Stamp Grounds & Agriculture that they have been successful in their tender bids. 06/04/22 Cllr. R. Hutchinson informed the meeting the tendered works have begun. Cllr. W. Greenfield will spread flower seeds along the steps. The Parish Clerk to forward tender documents to C. Bell. 04/05/22: Cllr. Hutchinson stated that the works have been completed and signed off. Cost of the repairs will be covered by income from the Pinfold as discussed and agreed in earlier meetings. An inspection of the play park will be carried out in June 2022. No specific date can be booked. Cllr. Donald to look at the insurance claim to cover repairs on the yellow slide.	Ongoing
07/08/2021	The Queens' Platinum Jubilee	Cllrs Greenfield/Oxby/Hutchinson/Souter	will include information in the next Parish News Letter informing residents of the upcoming Platinum Jubilee and residents will be invited to plant trees in their own gardens to mark the occasion if they so wish. Cllr. W. Greenfield will also contact the Carnival Committee on the matter. Cllr. L. Oxby will contact Lynn Hawdon on her availability to play the bugle at 9:35pm with an initial arrival time of 9:15pm on 2nd June 2022. It was suggested that Cllr. R. Hutchinson and Cllr. M. Souter to set up the beacon at The Leaf sculpture between Middleton-in-Teesdale and Eggleston. 02/02/22: Cllr W. Greenfield will include information on the Jubilee in the February Parish Newsletter. 09/03/22 Carnival Committee to be contacted on assistance on games and event planning. 06/04/22 Commemorative Coin: Councillors to determine the number of children in junior school (see minutes). 04/05/22: Details of planned activities have been included in the Parish Council newsletter for circulation. No road closures necessary. Councillors to see what games can be offered. Coins will be issued to children with permanent residence within the Parish Council and in junior school.	Ongoing
05/01/2022	Laptop Purchase	Cllr. W. Greenfield/Parish Clerk	05/01/2022 A budget of £700.00 has been agreed to be included in the 2022/23 budget. Cllr. W. Greenfield to contact Jenny Cartwright at Reboot for quotations for a new laptop. 06/04/22 Protech who will be supplying a refurbished laptop need to know the current status of the Microsoft Office licence. The Parish Clerk to liaise with Pamela S and C. Bell on the status of the licence. 04/05/22 The Parish Clerk to obtain licence code if available.	Ongoing
05/01/2022	Emergency Planning	Cllrs. W. Greenfield/Stenson/Henderson	05/01/2022 Following the recent power outage, it was identified the need for an Emergency Plan for the Parish residents. Information on the Focal Points need to include names and contact details. Cllr. W. Greenfield agreed to collate the required information. Cllr. L. Stenson will find out about hire and installation of generators with a sight visit possibly required. Cllr. E. Henderson to look into the future use of The Three Tuns with the possibility of providing emergency accommodation. 09/03/22 Cllr. W. Greenfield will email the draft Emergency Plan prepared by the parish to Laura Dobson. 06/04/22 It was agreed that all councillors needed to sit together at a scheduled informal meeting to complete the initial proforma sent by DCC. Cllr. W. Greenfield and Cllr. L. Stenson to attend Session for Community Emergency Plans on the 17th of May 2022. The Parish Clerk will attend the online session. 04/05/22: Cllr. W. Greenfield has compiled most of the information required that now needs to be transferred onto the template provided by DCC. All councillors to sit down to complete. Parish Clerk to get a Map from DCC on all the beck within the Parish Council both over and underground.	Ongoing

	05/01/2022	Environment Agency	Parish Clerk/All	<p>05/01/2022: Bill Stephenson, the Environment Agency representative would be asked about the location of all becks within the area if necessary after his presentation. C. Wake to inform Bill Stephenson of next meeting. 02/02/22: The Parish Clerk to contact Mr. Bill Stephenson on his availability for the next meeting. 06/04/22: Mr. Stephenson and L. Dobson attended the meeting on 09/03/22 giving a presentation on Flooding and Emergency Planning (see minutes for full details). DCC Envrionmental Agency team will support the Parish Council in developing an Emergency Plan. 04/05/22: B. Stephenson has changed departments. Parish Council is awaiting details of his replacement.</p>	Ongoing
--	------------	--------------------	------------------	--	---------