

**GREATER WILLINGTON TOWN COUNCIL**  
**Minutes of the Ordinary Meeting**  
**13<sup>th</sup> September 2022**

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**IN ATTENDANCE**

Councillor Henfrey, Councillor Smith, Councillor Berry, Councillor Elgie, Councillor C Hales,  
Councillor McArdle, Councillor Jordan, Councillor Tinsley  
Councillor Savage, Councillor Jackson,  
Emma McCann (DTC)  
Helen Cogdon, Town Clerk (TC) (minutes)  
County Councillor Olwyn Gunn

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**1. ACCEPTANCE OF APOLOGIES FOR ABSENCE**

There were apologies from Councillor D Hales

**2. DECLARATION OF INTEREST**

**Members are invited to declare any personal and/or prejudicial interest in matters appearing on the agenda and the nature of their interest.**

Members are reminded to update their Declaration of personal and prejudicial interest register as and when required, and as soon as is reasonably possible.

None received

**3. PUBLIC PARTICIPATION**

**Residents agenda items requested through the Clerk**

None received.

**Allotment Awards**

Allotmenters were presented with their awards by Councillors Henfrey, Hales and Berry. Many Congratulations to everyone for a tremendous effort. Much appreciated.

The winners were;

Oakenshaw

First Prize – Mr & Mrs D Berry

Highly Commended- Mr & Mrs R Kitching, Mr M Ajdary & Mr J Zand,

Mrs J Montgomerie & Mr S Allwright

Best New Plot – Mr S Wilks

Park Top

First Prize – Mr J Beard

Highly Commended – Mr J Fleming

Springfield

First Prize – Mr B Cooper

Highly Commended – Mr B Smith & Mr A Smith, Mr D Hagar

Best New Plot – Mrs J Inglis

**4. TO APPROVE THE MINUTES OF THE ORDINARY MEETING 19<sup>th</sup> July 2022**  
**MATTERS ARISING (FOR INFORMATION ONLY)**  
**Matters Arising**

Any matters arising will be covered in reports.

The minutes of the Ordinary Meeting held on the 19th July 2022 as written and circulated were approved as a true record.

Proposed Councillor Elgie

Seconded Councillor Henfrey

## **5. CONSIDER PLANNING APPLICATIONS AND UPDATE ON PLANNING DECISIONS**

### New Planning Applications

- DM/22/01695/FPA - Stockley View, Stockley Lane, Oakenshaw - Resubmission of DM/22/00885/FPA for the conversion of lambing shed to single dwelling and engineering works to create lower ground floor, new access road, install ground source heat pumps and largest package sewage treatment plant, create 3 ponds and construct new footpath (part retrospective)  
For Information Only - Expiry Date - Fri 15 Jul 2022  
Councillor Berry said she would like more information.
- DRC/22/00269 - Spar Stores, Low Willington, Willington - Discharge of condition 6 (Verification Report) pursuant to DM/21/01694/VOC  
For Information Only - Approved 15 August 2022
- DM/22/01987/AD - Spar Stores, Low Willington, Willington - Display of 1 No. sign (6m x 3m) – retrospective  
For Information Only - Standard Consultation Expiry Date - Tue 09 Aug 2022
- DM/22/02016/FPA - Parkside Academy, Hall Lane Estate, Willington - Enclose external staircase, single storey extension for toilets, 2 No. bin stores, alterations to existing ramped access, relocation of cycle store and formation/alterations to footpaths  
For Information Only - Standard Consultation Expiry Date - Mon 15 Aug 2022
- DM/22/02031/FPA - Land North Of Croft Way, Low Willington Industrial Estate, Willington - Erection of new industrial unit  
For Information Only - Standard Consultation Expiry Date - Wed 17 Aug 2022
- DRC/22/00261 - Land Adjacent To (East) Ash Drive, Willington - Discharge of Conditions 5 (Construction Management Plan and Method Statement), 6 - (coal mining legacy), 8 (off-site highways), 10 (Arboricultural Impact Assessment), 14 (contaminated land) and 16 (archaeology) pursuant to planning permission DM/18/03443/OUT (erection of upto 200 dwellings).  
For Information Only - Standard Consultation Expiry Date - Fri 19 Aug 2022
- DRC/22/00258 - Land To The North Of Hawthorn Drive And West Of Hill Meadows, Willington - Discharge of conditions 5 (M42), 6 (drainage), 7 (trees), 8 (CMP), and 11 (EV charge points) pursuant to DM/20/01960/VOC  
For information Only - Standard Consultation Expiry Date - Mon 05 Sep 2022
- DM/22/02300/NMA - Land To The North Of Hawthorn Drive And West Of Hill Meadows, Willington - Non-material amendment pursuant to DM/20/01960/VOC to substitute the approved brick type  
For Information Only – Approved 24 August 2022
- DM/22/02349/CPO - 26 Abbey Gardens, Willington - Lawful Development Certificate (proposed use): to change a (C3a) dwelling for a children's home for a maximum of three children aged 8 - 18, with three carers, with two sleeping overnight, working on a rota basis (C2)
- DM/22/02465/DRC - Land To The North Of Hawthorn Drive And West Of Hill Meadows, Willington - Discharge of conditions 2 (Noise Assessment) and 9 (Carbon Emissions) pursuant to DM/20/01960/VOC

- DM/22/02466/FPA - 23 New Row, Oakenshaw - Alteration to existing dormer and single story rear extension

Councillor Henfrey said the Old Welfare building had been demolished following the fire in April.

Councillor Tinsley said the demolition started on Tuesday and finished on Friday. The owners have waited to ensure the insurance payment.

Councillor Tinsley said Brancepeth Colliery were one of the last of the Durham miners. It would be good to have a new banner. The production of which could form part of Northern Heartlands work. The cost would be iro 12k.

#### Planning Application Decisions

- DM/20/01960/VOC - Land To The North Of Hawthorn Drive, And West Of Hill Meadows, Willington - Variation of condition 2 (approved plans) of planning permission 3/2013/0257 for the substitution of house types for 37 plots to northern part of site (amended)  
Approved subject to S106  
Application was originally for 41 dwellings. This has been reduced to 37.
- DM/22/00101/FPA - Willington Library, 46A High Street, Willington - Replacement roof and cladding  
Approved
- DM/22/01284/FPA - 8 Prospect Place, Sunnybrow - Proposed first floor extension to side and two-story rear extension with roof terrace and single-story living room extension.  
Approved
- DM/22/01854/FPA - Finchale House, Laburnum Gardens, Willington - Removal of existing brick, timber and glass outbuildings and replace with a brick garage  
Approved
- DM/22/01692/FPA – 11 Hall Lane Estate, Willington – Proposed two storey extension  
Approved
- DM/22/00885/FPA - Stockley View, Stockley Lane, Oakenshaw - Conversion of lambing shed to single dwelling and engineering works to create lower ground floor, new access road, install ground source heat pumps and klargester package sewage treatment plant, and create 3 ponds (part retrospective)  
Application Withdrawn

#### Previous Planning Applications Waiting Decisions

- DM/19/02002/OUT – Site of Former Kensington Hall Hotel, Kensington Terrace, Willington – Housing development of 9 no. dwellings (Outline – All Matters Reserved Other Than Access) (Amended 21/04/2021)
- DM/21/04140/RM - Land Adjacent To (East) Ash Drive, Willington - Reserved matters application (appearance, landscaping, layout and scale) for the erection of 88 no. dwellings pursuant to outline planning permission DM/17/00244/OUT (up to 200 dwellings with all matters reserved except access)
- DM/22/01632/FPA – Chantel, Hall Lane Estate, Willington - Proposed Extension and First Floor Extension to Existing Bungalow

## **6.TO RECEIVE THE ALLOTMENT REPORT**

Councillor Hales said;

Allotment report September 2022

Congratulations to the recipients of awards for 2022. These were thoroughly deserved and are recognition of the hard work and commitment made by the “allotmentees”.

## Park Top

It was agreed to provide 2 skips to facilitate the tidy up of Plot 1. The skips were ordered for Friday 9th September 2022 and work was completed on Saturday 10th. We are in the process of obtaining quotes to replace the boundary fence.

We are in a position to relet this plot as 2 smaller plots. Unless other preferred options are more feasible.

Empty plots which are locked and inaccessible – 16&17 Fire Damaged, 10,12 many structures and very overgrown.

## Springfield

Some of the empty plots have been relet. Plots 6a, 8, 31-33 are still available. These have been offered to the next people on the waiting list and Emma Mc Cann is awaiting response/s.

A skip was provided on Friday 26th August 2022 as agreed in a previous council meeting to assist the new tenants to dispose of rubbish that had been left on their gardens prior to them taking a tenancy.

## Oakenshaw

All plots are now let.

Planning issues are being explored on certain plots.

Helen Cogdon has ordered new padlocks for all 4 gates with universal key.

In conclusion our thanks and recognition must go to Councillor Berry and all those who have organised and donated surplus produce to the Open Door Church food bank.

The Deputy Town Clerk said;

Members agreement is requested to provide another two skips for Park Top.

Proposed Councillor Berry

Seconded Councillor Smith

Approved.

## **7. TO RECEIVE THE TOWN COUNCILLORS MONTHLY REPORT**

### **i) Project Updates**

#### **Building Refurbishment**

The Deputy Clerk said;

As agreed at the meeting in June, CCTV contract was given to EDE Electrics. It was agreed to increase the cameras from 1 to 8. The 7 new cameras were installed and the 1 existing camera had to be replaced also. This incurred an additional £360 which was agreed under Delegated Powers.

We now need one councillor to take control of the camera system and arrange for the password to be changed every 2 months. Both staff members could be users. Cameras will only be viewed if there is a valid reason to do so relating to safety and security. The cameras also need to be registered with Data Protection which will be organised this week.

I have approached the Joiner and asked if he can make us a cabinet which locks to store the cameras hard drive and monitor. Just waiting for him to measure up and provide a quote.

Rear fire door and the door on the first-floor large meeting room have been installed. Plastering has been completed and painter coming this week to touch up and paint new doors.

Electrician will be in towards the end of this week to complete the maglock system on the entrance door. One emergency light is to be installed in the back office. This will complete Phase One of the building refurbishment programme.

Based on the budget allocation, the costs are still within limit excluding VAT.

We are facing issues at the moment where the occasional call we receive is distorted. Callers then have to phone back and it is back to normal. TalkTalk have said this could be due to us now having two SIP trunks on one line in. As these are going through internet, this could be causing the defects on calls. Our original package with TalkTalk was £40.45 +VAT a month. This was for old broadband. I have negotiated a deal and managed to upgrade to Fibre for £27.95 +VAT a month. This is a saving of £12.50 a month. The old guaranteed minimum downstream was 12.12mb but the new guaranteed minimum downstream is 71.76mb.

Carver Commercial Surveyors came to the office on Monday 12<sup>th</sup> September 2022 to carry out a reinstatement calculation on the building following refurbishments work. This was agreed in previous meetings and necessary to make sure that our insurance cover is adequate. We should expect the report back within 2-3 weeks.

Upon inspection, it was noted that the cellar is very damp. This is starting to affect the wooden timbers holding the floors. This work is in Phase Two of building works but no budget allocation has been set. Phase Two should include;

- Roof
- Insulation
- Cellar
- Pointing

Can I have approval to go ahead and obtain quotes for the works above and for councillors to agree a budget allocation at the next available town council meeting.

We have received 2 quotes from cleaning companies to do a thorough deep clean on the whole building. Both are for £450+VAT.

ProCare (Meadowfield) anticipate 15 hours and 3-5 cleaning operatives for one full day. A2B Cleaning (Belmont) anticipate 15-20 hours and 3-4 cleaning operatives which can be split over 2 days.

Army Cadets have now responded and confirmed they no longer wish to use our facilities. They have reviewed the hire charges and agreements and have deemed that this is not within their budget.

**Resolved 1.** That Councillor Jordan will be the member with responsibility for CCTV monitoring enquiries.  
Staff will be CCTV users.

## **Home and Away**

### Away Days

Stockeld Park on 30<sup>th</sup> July 2022 was not as popular as the zoo which I can only assume was because people were not so familiar with this attraction. Council approved £1,218.50 from 2021-2022 underspends. A total of £929.50 was paid but we are receiving a refund of £224 from Stockeld Park for unused tickets. Tickets at £5 each generated an income of £335.

Scarborough on 21<sup>st</sup> August 2022 was extremely popular. We filled two buses. One bus was covered through AAP Funding. Additional bus was covered using generated income from previous away days and events. Tickets at £3 each generated an income of £315

Income generated;  
Northumberland Country Zoo - £300  
Stockeld Park - £335  
Scarborough - £315  
Jubilee Tombola and Donations - £192  
Total = £1,142

Deductions;  
Bus 2 for Scarborough Away Day - £450  
Snack packs for Scarborough - £63.50  
Total = £513.50  
Remaining in the Pot: £628.50

Final Away Day for 2022 is to Metro Centre on Saturday 19<sup>th</sup> November 2022. Leaving the Town Green at 9.30am and returning from the Metro Centre at 6.00pm. Cost of the bus is £265. Tickets will be £3 each. Anticipated income will be £156 to add to the pot.

Letters have been sent to the businesses on High Street and Commercial Street. 14 plus Town Council have given permission for the installation of the brackets and baskets. I had anticipated them being installed at the end of the September but the contractor has had a serious accident therefore I am looking at alternative options. Thinford Nurseries have confirmed they can provide them within our timescales.

Other outstanding works are the winter plants for the four primary schools in the parish and the seat to be installed at Low Willington.

## **Willington Events 2022**

### **Halloween**

#### **Wednesday 26<sup>th</sup> October 2022**

An application has been submitted to AAP Fun & Food for £695. This will be to hold a Pumpkin Carving Session in the Town Council office on between 12noon and 3pm. Limited to 20 spaces and qualifying criteria is that children are in receipt of free school meals or other vulnerability needs. This project will only go ahead if funding is awarded. Meeting will be held tomorrow (Wednesday 14<sup>th</sup> September 2022). This is massively oversubscribed so fingers crossed.

#### **Monday 31<sup>st</sup> October 2022**

Disco and magic show at Willington WMC from 5pm till 9pm. Flash will be making his annual appearance. He will commence at 5.30pm with a one-hour magic show and 30

minutes of party games. Andy Logan has volunteered his services and equipment for the disco.

Willington WMC will provide hot dogs for all attending.

Limited to 120 tickets which will be £2.

### **Remembrance**

Friday 11<sup>th</sup> November 2022. Remembrance and wreath laid. Final plans to be decided.

Sunday 13<sup>th</sup> November 2022. Service as usual. Letters will be going out next week to all businesses who usually order a wreath. Wreaths can be collected from the Town Council office.

### **Away Day – Metro Centre**

Saturday 19<sup>th</sup> November 2022. Pick up at 9.30am on the Town Green. Leaving the Metro Centre at 6.00pm. Final away day for the Home & Away Project. Tickets will be £3 each. Only one bus allocated at the moment. This will be advertised next week and the tickets will go on sale beginning of October.

### **Pantomime**

Saturday 26<sup>th</sup> November 2022. 3pm at Willington WMC. Cinderella.

County Councillors Fraser Tinsley and Olwyn Gunn have kindly allocated £400 each from their Members Small Grants Funds.

Children will get to visit Santa in his fairly new Grotto and receive a present. Snacks will be provided to all children.

Tickets will be £4 each.

Total Project Cost: £1739. County Councillors £800. Anticipated Ticket Income £480. GWTC £459.

### **Willington Events Programme 2023**

The Clerk said;

The Family Funday is planned for 11am, 29<sup>th</sup> July 2023.

All activities have been provisionally booked.

It will include giant play and challenges, teacups, bungee trampoline, wheelie bike, marque, obstacle course, cargo nets, play bus, cave bus, donkeys and alpacas, circus workshops, bubbleologist, candy floss, popcorn, other entertainers and much more.

Meeting with Helen Ward from Jack Drum on the 15 September 2022, 11am to see what they can add.

Army Cadets have agreed to bring climbing wall and supervise.

A vintage car rally is being arranged.

Food vans will be arranged if local business agree.

First Aid cover has been discussed with St Johns Ambulance.

D.C.C have been advised of the road closure request.

Total cost now £15,683. Funding application for 7,500 has been submitted to Believe Housing.

Other applications are being developed.

No deposits can be paid until funding is secured.

### **Other suggested elements for the programme include**

#### **Halloween**

Each area selects their own Scary Scarecrow Champion who then compete in a Scare Off.

### **Christmas**

Booking Reindeer for the Christmas Light Switch On

Organising a power supply and lighting two trees to the right of the War Memorial as Low Willington has no Christmas Lights.

### **Easter Egg Trail with clues and eggs**

### **International Women's Day**

### **Targeted work with the wombles**

### **Family Funfair**

Proposed for the 23<sup>rd</sup>, 24<sup>th</sup> September 2023

Previous funfairs have been provided by Clarks. So to follow the showman's code the Clerk approached them first, but they didn't return calls.

Spoke to Murphy's who do the big shows like the Headland at Hartlepool. Alison Freeman has agreed to organise a fair providing its is part of a larger event as they want footfall. They do not charge us for this event but will pay us rent.

Thinking of combining the Fun Fair with the Music Festival.

Difficulty is they need hard standing.

Asked for advice from Steven Galloway D.C.C regarding a road closure around the green and along Colliery Road.

Stephen is in discussion with other stakeholders and will advise further. Ideas for alternative locations would be welcome.

Anna Collins from Northern Heartlands has approached us to look at also being involved in the festival.

### **Use of office as a Community Charging space.**

Councillor Berry said the Open Door Church is to offer 7 charging points to charge equipment on 30 minute slots. She asked if the council would consider providing a similar service. Members discussed the idea. Councillor Berry asked if the Council would provide a letter of support for future ODC funding applications.

Councillor Berry said the ODC are providing equipment from fuel suppliers to the community subject to budgeting. Also cheap recipes for meals.

The ODC is working with Willington Primary School to gather information on those in most need.

Councillor McArdle said the office should have sensory lights.

### **ii) Environmental Improvements**

#### **Tree Planting**

The Clerk said six Silver Birch are to be planted in the wild flower area next to the pit pony. Additional wildflower planting will also be undertaken through Its Your Neighbourhood funding.

Councillor Tinsley said the area around the public toilet used to be a garden. He would like to plant trees there and at the library. The Clerk said to provide uniformity it would be



good to link with other tree planted parts of the town and provide Silver Birch or Cherry Trees.

Councillor Savage said planting of Giant White Cherry around the edge of the smaller green on the opposite side of the building with underplanting would complement this. This was agreed.

**Bulb Planting**

Councillor Savage said it would be nice to extend the bulb planting year on year to create impact areas along the High Street. She said the cost would be iro £3,400 funding will be applied for. Any match funding would be welcome.

**Flower Beds**

The Clerk said;

Two lavender and herb beds and a winter flame bed were approved through Willington in Bloom. It is now the best time of year to start the planting. Councillor Smith would also like some underplanting.

**Flower Baskets**

Councillor Jackson said;

He has been impressed with other Parish Councils lighting column flower baskets and would like the Council to consider developing a basket scheme for Willington.

He has approached Thinford Nurseries who supply the other successful displays and the quote for 30 baskets and delivery is £920 plus vat.

It is vital however that a watering service is provided so this will have to be secured as well at an additional cost. Baskets would be ready for May /June 2023.

Columns would have up to date roc tests which are undertaken for Christmas Motifs annually. This was agreed in principle subject to agreement from Durham County Council.

**8. TO RECEIVE THE COUNTY COUNCILLORS MONTHLY REPORT**

Councillor Gunn said she had been approached by a resident who was full of praise for the Scarborough Away Day saying how well organised and planned it was. So a big thank you to Emma for her excellent work.

Both County Councillors have been involved with the Miners Welfare building. A nearby resident has kept in touch with daily developments.

Councillor Gunn said that some supermarkets are selling fresh foods at low prices which has resulted in a reduction of fresh food for Fare Share. The Willington Spa however is providing food to the Open Door Church.

It was noted that Low Willington did not have a defibrillator. Following discussion with Councillor Gunn the Spa offered a contribution towards the price of a defibrillator and agreed for it to be sited at the Spa. The Spas contribution will be matched with Neighbourhood Budget Funding from the County Councillors Gunn and Tinsley.

Warm Spaces initiatives are being introduced across the County.

The Council Tax Energy rebate has been distributed to non-direct debit payments. The energy rebate will be credited to the Council Tax.

Councillor Tinsley said the Master Plan was finished in the summer. We will find out what portion of the 12 million our area will receive.

The County Councillors have met with Richard Holden mp to discussed the anticipated £20 million Levelling Up fund. Which has reduced. Despite protest a letter was signed to agree to this.

**9. TO APPROVE THE BANK RECONCILIATION (July/August 2022)**

The Clerk said;

The Council entered into July with a starting balance of £96,668.30

There was £7,918.99 spent and £1,175.13 received leaving an end balance of £89,924.44

The Council entered into August with a starting balance of £89,924.44. There was

£11,007.17 spend and no credits were received leaving an end balance of £78,917.27.

Proposed Councillor Henfrey

Seconded Councillor Berry

**10. TO APPROVE THE BUDGET REPORT (August 2022)**

The Clerk said there has been expenditure £45,539.43 leaving an available resource on budget of £72,456.57

Proposed Councillor Elgie

Seconded Councillor Henfrey

**11. TO CONSIDER COMMUNITY FUND APPLICATIONS**

None received

**12. TO CONSIDER CIVIC FUND APPLICATIONS**

None received.

**13. ANY OTHER BUSINESS (for information only)**

Following a request from the Town Mayor the Clerk circulated a report on Help With Energy Costs. As follows;

**i). Energy Bill Support Scheme Discount. £400**

For all households with an electricity supply

Starts October 2022 for six months

Discount applied to electric bill

£66.00 October, November, December, January, February, March

**ii). Cold Weather Payment. £25.00**

Weather must be zero degree Celsius over 7 consecutive days.

From 1 November 2022 – 31 March 2023

**iii). Cost of Living Allowances**

**Disability cost of living payment. £150**

**Pensioner cost of living payment. £250 – £500**

If entitled to winter fuel payment both payments will be combined.

**iv). Winter Fuel Payment. £250 - £500**

For those born before/on 25 September 1956

Paid automatically. If not in bank account by 13 January 2023 contact Winter Fuel

Payment Centre

0800 7310160

**v).Warm Home Discount Scheme. £140**

Discount taken off electric or gas bill.

Available between October and March

For people who receive Guarantee Credit Element of Pensions Credit (core group)

Or

Low income households that meet the energy suppliers criteria (broad group)

Can be claimed with the Cold Weather Payment and Winter Fuel Payment

**14. DATE AND TIME OF NEXT MEETING.**

11<sup>th</sup> October 2022 at 6pm