



Teesdale Area Action Partnership - Board Meeting Minutes

Meeting Held: 21 July 2021 (via Microsoft Teams)

Elected Members:

Cllr George Richardson
Cllr James Cosslett
Cllr James Rowlandson
Cllr Ted Henderson
Cllr Richard Bell
Cllr Robert Potts
Cllr Wendy Greenfield (Town & Parish Council's Representative)

Public Representatives:

Linda Bird
Rachel Tweddle
Robin Brooks

Partner Representatives:

Allan Hobson
Alison Clark
Bob Danby
David Hand
Insp Ed Turner
Peter Locke
Tim Viggars

Presenters: Stephen Reed (SR) - Planning Development Manager, Durham County Council

Officer Attendance:

Adam White, TAP Coordinator
Annalisa Ward, TAP Community Development Project Officer
Emma Walton, TAP Support Officer

Observers: 2 x Forum Members

Apologies:

Claire Jones
Kelly Blissett
Tracey Williams
Jeff Garfoot

1x Vacant Post: Public Representative

Teesdale Action Partnership Board Meeting

1. Welcome from Chair, Introductions and Apologies

Cllr RB welcomed everyone to the Board meeting of Teesdale Action Partnership (TAP).

Cllr RB welcomed **Allan Hobson (AH)** to the meeting. Allan is representing County Durham and Darlington Fire and Rescue Service on the TAP Board. Allan is replacing Dave Glendening who has recently retired from the fire service. The TAP Board wished Dave Glendening a happy retirement and thanked him for his contribution to the Board.

Cllr RB reminded meeting observers they would be welcome to comment under Items 7 and 8 on the agenda.

EW confirmed that apologies for absence had been received, as noted above.

2. Declaration of Interest and Meeting Protocol

AW made the Board aware of the declaration of interest procedure and informed all Board members that this is a standard item on the Agenda. **AW** reminded Board Members of the following: *'If they are aware of any personal or prejudicial interest in relation to any items on the agenda this should be disclosed at this stage of the meeting or when the declaration becomes apparent'*.

Cllr Ted Henderson and **Rachel Twedde** declared an interest in the Montalbo Primary School Roundhouse project.

Cllr Richard Bell declared an interest in the Cotherstone Primary Garden and Outdoor Play Area project

AW informed the Board and Forum Members of 'house rules/etiquette' for the meeting.

3. Minutes of the previous meeting and matters arising

The draft minutes from the meeting held on 16 June 2021 have been circulated in advance with the meeting papers. **AW** reviewed the minutes for matters arising, actions and accuracy.

AW confirmed there were no outstanding actions. The minutes of the last meeting were **agreed** by the Board as a true and accurate record.

4. Section 106 Funding

4.1 Section 106 Funding – Stephen Reed (SR) - Planning Development Manager, Durham County Council

Board members received an update on Section 106 Funding. **SR** gave an overview of the 106-funding process, how funding is distributed, monitored, and obtained. **SR** explained how the funding is promoted locally and how it can be accessed.

SR reported that there have been around 15 applications submitted in the TAP area, all of which have been approved. The funding has led to good valuable projects been able to come into fruition and provide a larger footprint.

A Q&A session took place, and the following points were noted:

Cllr RB asked how much Section 106 Funding is available in Teesdale. **SR** estimated there is around £70k available to Barnard Castle East and West for recreational play. **SR** welcomed project ideas. **SR** to confirm the funding available across the Teesdale area with **AW**. **AW** to circulate to the Board. **(ACTION 1:SR/AW)**.

WG asked how Section 106 Funding is allocated across the TAP area. **SR** explained that the council's policy states that the funding must be allocated in the county councils electoral division or as close to the development site as possible.

Cllr RP informed the Board a meeting is taking place next week with the head of Hamsterley Forest and Forestry Commission North East to discuss the erection of 80 log cabins in Hamsterley. **Cllr RP** stated that a number of residents have raised concerns with regards to the level of traffic that will be entering the village. **Cllr RP** asked could Section 106 Funding be used to support a traffic calming project. **SR** stated that it is important to look at the impacts of the development and anticipate at what level these may occur and if they can be mitigated. **SR** stated that Section 106 Funding could be used for highway improvements.

A Forum member asked are town and parish councils engaged in the Section 106 funding process. **SR** stated that engagement with town and parish councils works on 2 different levels. Firstly, regular planning lists are circulated to Parish Council's to consult on any applications that have been submitted. Secondly, Town and Parish Councils can discuss any ideas with DCC Planning Officer's and are encouraged to submit their own applications.

A Forum member asked to what extent do AAP's play in providing advice and coordination of the Section 106 funding. **SR** stated a list is circulated to the AAP informing Board members where Section 106 is available. This enables collaborative working and to develop future opportunities in partnership with the AAP. **AW** reported that 3 Neighbourhood Budget applications have requested match funding from Section 106 Funding. There is also the potential to match Section 106 Funding with the additional funding from Towns and Villages.

Cllr RB thanked **SR** for the update.

5. Town and Villages Funding Update

The Board were provided with the Town and Villages report. A copy of the report was circulated, in advance of the meeting, with the meeting papers.

AW gave an overview of the Towns and Villages Funding that AAPs will receive to allocate from 2021 and highlighted the scheme criteria, funding available, resources available to

support scheme development and future engagement from the Council's Regeneration Economy and Growth (REG) service at an AAP level. There is additional staff in place, to support this new funding opportunity, that will work with existing AAP staff to provide specialist technical knowledge and support in the development, consultation, and implementation of project ideas.

AW stated that officers from the REG Service will attend a future Board meeting to discuss the funding. This will provide Board members with the opportunity to look at emerging data and evidence to discuss ideas that may warrant further consideration.

AW recommended that a task group is established to discuss initial ideas around how TAP will consider the allocation of this funding, and to highlight any immediate initiatives/projects that TAP, alongside the Towns and Villages Team, might wish to work on. **AW** suggested, along with Board members, inviting additional partner organisations to the task group including the REG team, Town and Parish Councils and local enterprise support groups etc.

The Board **AGREED** to establish a Town and Villages task group. **(ACTION 2: AW)**

AH volunteered to be part of the task group.

AW explained AAPs are now free to develop local ideas and project proposals and highlighted that TAP has already received an EOI from the Council's Regeneration Economy and Growth Service with an estimate cost of £65k. **AW** gave an overview of the project proposal. **AW** recommended that, in the interim, until a task group is established that the EOI is circulated to the Board funding subgroup and, if approved, a full application will be submitted to the Board for final approval. **AW** reiterated that any future applications will be submitted to the Town and Villages task group, once it is established.

The Board **AGREED** that the EOI from the Council's Regeneration Economy and Growth Service be circulated to the Board funding subgroup and, if approved, will be circulated to the full Board for final approval. **(ACTION 3: AW)**

The Board noted the content of the report.

A Q&A session took place, and the following points were noted:

- **WG** suggested, once established, inviting Enterprise House to the task group.
- A **Forum member** asked will the additional staff be taken from the TAP budget. **AW** confirmed that the additional staffing costs aren't coming from the TAP budget allocation

6. Neighbourhood Budget

AWard confirmed that a summary sheet for both NB proposals has been circulated in advance with the meeting papers. Due to the declaration of interest both projects require Board approval. **AWard** gave a brief overview of each proposal.

- **Montalbo Primary School Roundhouse**

Cllr Ted Henderson has a *declaration* of interest in the Montalbo Primary School Roundhouse project.

AWard confirmed that the request for NB is £7,000 (£1,750 each from Councillors Rowlandson, Richardson, Bell and Henderson).

No comments were raised and the proposal was **approved**.

- **Cotherstone Primary Garden and Outdoor Play Area**

Cllr Richard Bell has a *declaration* of interest in the Cotherstone Primary Garden and Outdoor Play Area project.

AWard confirmed that the request for NB is £10,000 (£5,000 each from Councillors Bell and Henderson).

No comments were raised and the proposal was **approved**.

AW confirmed that the NB applications will be forwarded to DCC Funding Team for technical appraisal.

(ACTION 4: AWard) AWard to forward the NB applications to the Funding Team for technical appraisal.

7. Local Neighbourhood Issues

Insp Ed Turner gave an update on the main issues for the TAP area:

- Due to the easing of COVID restrictions, allowing people to travel more freely, there has been overcrowding of local beauty spots. There has been issues of ASB, criminal damage, littering, illegal parking etc. Partnership working continues to take place across the area to resolve this issue. This coordinated approach intends to minimise the impact on the local community and to also protect local beauty spots. The Police, where possible, have carried out parking enforcements, litter patrols and provided better provisions where applicable. A public space protection order (PSPO) is currently been applied for. The local authority is carrying out consultation and gathering evidence to help support the need for a PSPO.

A **Forum member** asked has consideration been given to avoid displacement to further beauty spots in Teesdale. **ET** stated to prevent dispersion to other areas of Teesdale both Raby Castle and AONB now have site rangers. The street wardens continue to patrol the areas and are issuing enforcements, where required. **ET** also added that due to further COVID restrictions being lifted this issue may naturally disperse.

- Appleby Fair has been postponed, this year, and will now take place between the 12- 15 August 2021. As in previous years, Temporary Stop Over Areas (TSOAs) will be open along roads traditionally used by Gypsies and Travellers heading to and from the fair, for the benefit of both those using them and residents living along the routes. During this period the roadworks on the A66 will be ceased.

Cllr JR stated that there has been a number of criminal damage offences at several of the stop over areas across Teesdale and asked will there be remit for convictions. **ET** stated that the Police work very closely with the Gypsy Roma Traveller service. **ET** explained that, at this moment in time, any incursions are treated as illegal

encampments and an eviction notice is served to quit the land in a timely manner. Where criminal acts have been committed these will be recorded and investigated however it will only proceed where evidence is clear of those that are responsible.

- The Rural Community Speed Watch Van has been purchased.

AW confirmed there were no further Neighbourhood Issues raised by residents in advance of the meeting.

8. Partner Update

There were no partner updates.

9. Coordinators Update

9.1 TAP Public Representative Update

There is currently a public representative vacancy on the TAP Board. A recruitment process has taken place and is now closed. TAP have received 4 applications. Interviews will take place in the next few weeks. The Board will be updated on the outcome accordingly.

AW reported, as agreed at a previous Board meeting, that the Board extend the term of office for Public Reps for continuity and stability whilst working within these unprecedented times. However, it has been requested by the new portfolio holder, Cllr Elizabeth Scott, that AAP's move back to normal operating procedures. **AW** highlighted the following protocol:

“Following on from what has been an incredibly complicated year, AAPs are extremely grateful to those public representatives who perhaps came to the end of their 4-year term during our lockdown periods and agreed to continue in their role to ensure we could still deliver our vital community support.

As we move to what could hopefully be more “normal” operating procedures, AAP Boards are now being asked to revert back to normal procedures for appointment terms in order to ensure we are providing fair opportunity for other community representatives to become involved at a board level. Therefore, it is recommended that if AAPs have requested current public reps to extend their position past their 4-year term, that all extensions should cease by 31st March 2022 and the normal public rep recruitment process should be followed.

Please remember that serving public representatives always have the opportunity to re-apply but we must also give that opportunity to the wider community as well. Some areas have waiting lists for public rep positions so it is only fair that as things start re-opening and becoming more “business-as-usual” then so should our operating procedures. I would like to personally extend my thanks to all public representatives who did agree to remain in position longer than their 4-year term and who ensured that the AAPs could continue to support our communities.”

AW stated in terms of TAP, this falls within what was original agreed. The Board noted this information.

9.2 Area Budget

AW highlighted that the subgroup has received the following 5 Expression of Interest Forms (EOI) to consider:

- Gainford CE Primary School – Community Computing - £13,742
- Montalbo Village Hall and Recreational Charity – Village Hall improvements Phase 2 - £15,000
- Teesdale Day Clubs – Access and Engage - £19,723
- Barnard Castle Rugby Club & Newcastle Falcons – Rugby Development Officer - £8,000
- Randolph Community Centre – The Randolph Centre Regeneration Project - £8,230.39

The applications listed above total **£64,200.39**.

AW highlighted that the subgroup has been asked to submit their comments on the applications. Once the groups queries are addressed the EOI will move to a full Area Budget application and will be presented to the Board for consideration.

AW recommended, as the next Board meeting is not until September, any full Area Budget applications should be sent to the Board electronically in the interim. The Board **AGREED**.

AW thanked those board members that volunteered to be a part of the subgroup for their continued support and engagement throughout the process.

9.3 New AB / NB Funding Application Form

AW notified the Board that a new electronic application form for Area and Neighbourhood Budget projects is now in place. The form is currently in its infancy and a few technical issues have been raised. **AW** stated, as TAP no longer receives a full PDF application form, a new proforma will need developing that will enable applications to be presented to the Board. **(ACTION 5: AW)**

WG raised concerns with the new application process. **WG** stated that individuals may not have the ability, IT knowledge, or confidence to complete the form. In addition, raised the issue of accessibility due to poor broadband in the rural areas.

AW to feedback the concerns raised to DCC Funding Team. **(ACTION 6: AW)**

10. Date/Time/Venue for Next Meeting

Cllr RB thanked Board members for attending the meeting.

The TAP Board meeting will be held on Wednesday 15 September 2021, 6pm on Microsoft Teams.

