

FRAMWELLGATE MOOR PARISH COUNCIL

Minutes of the Monthly Meeting of the Parish Council held on Wednesday 4th April 2018 held in the Pavilion Building, commencing at 6.30pm.

Present:- Councillors: - K.Willis (Chair), T.Moderate, C.Beddoes, C.Hillary, J.G.Holland, A. Hopgood, N.Martin and F.M.Simmons

One Member of the Public

Apologies:- P.Dawson, P.Johnston and M.Wilkes

Declarations of Interest

There were no declarations made at the commencement of the meeting.

Min.No.3508

Approval of the minutes of the previous meeting held on 7th March 2018

These had been previously circulated and were confirmed as a true and correct record, and the minutes were then signed by the Chairperson.

Min.No.3509

Notes of the Sub Committees held during March 2018

The notes of the Finance and Governance sub committee had been previously circulated, with all recommendations and all suggested policies adopted, and these notes were then accepted by the full Parish Council meeting.

Min. No.3510

Formal Adoption of Policies

The following policy, together with all associated papers, had been previously circulated and was formally adopted by the full Council.

- Risk

As with previously approved policies, this would be signed by the Chairperson and a copy kept in the Parish records. In addition, it would be placed on the Councils website.

Min. No.3511

Pavilion Building Roof Update

The following information was given to the meeting in relation to progress, process for tender evaluation and funding, which included the following

- The tenders had been sent out to 5 prospective tenderers with a return date of 20th April 2018.
- Planning and Building Regulation procedures had been progressed.
- An update was given on the position regarding asbestos which included a plan and a report.
- The process for tender evaluation would be considered by the Finance and Governance sub-committee and / or the Clerk, Chair and Vice Chair.
- An update on funding was given to the meeting, including progress on external grant applications. In addition, the meeting noted that the major part of the external funding could be applied for from S 106 monies, through our local County Councillors. These enquiries would be progressed in fuller detail, once the final tender sum was known.

Min. No.3512

Neighbourhood Plan

A report was given to the meeting, which included the following:-

- The use of the latest Parish Newsletter to describe and explain to the public, the process and the benefits of establishing a plan.
- Further meetings would take place of the Planning sub-committee to consider the fuller detail and next steps of the process required to set up a Neighbourhood Plan.
- Key questions to be addressed would include the area to be covered by the Plan.

Min. No.3513

Public Matters

The following matters were raised for discussion/further consideration:-

- Some concern was raised about a recent response to the Parish Council regarding the response times of the local Police, including their dissatisfaction with our own local Police answering calls of other Police Forces. This matter would be taken up by local County Councillors.
- There was a discussion on the use of the Probation Service to assist the Parish Council with certain maintenance duties in the Parish area.

Min.No.3514

Members Matters

The following were raised for discussion / update by Parish Members.

- An issue was raised about litter in the vicinity of McDonalds and the Council commended this Company for their efforts in this respect and were equally disappointed that other neighbouring firms had not included themselves in this arrangement. Enquiries would be made on how to improve this existing arrangement.
- The Parish Council was also updated generally on the litter collection arrangements in the Pity Me area, which were regarded as very satisfactory.

Min.No.3515

Report from Unitary County Councillors

The report this month, included the following:

- An update was given on the overall issue of Potholes throughout the County area.
- It was confirmed to the meeting that work on the Northern Relief Road had not yet commenced.

Min.No.3516

Clerks Report

a. From County Council

(i) Planning Applications.

The Council considered the following applications which had been received since the date of the last meeting.

1. **List dated 12th March 2018**

<u>App. Number</u>	Applicant	Location	Proposal	Case Officer	Decision Level
DM/18/00702/FPA	Mrs Carole Baker	7 Sniperley Grove Sniperley Park Durham DH1 5AA	Single storey side and rear extension	John Russell	Delegated

2. **List dated 19th March 2018**

There were no applications from this list

3. **List dated 26th March 2018**

There were no applications from this list

Min.No.3517

b Other Correspondence

- (i) Brasside Play Project
The Clerk reported on an update from Groundwork N. East. It was agreed to describe the name as "Brasside Play Area" and to locate the signage at the top of the walkway. **Min.No.3518**
- (ii) IT Vision
The Council agreed not to take out an extended warranty from the above Company, in relation to CCTV equipment installed 2-3 years ago. **Min.No.3519**
- (iii) Durham Womens Gala
This related to the event being staged at Wharton Park and the organisers were seeking funding towards the project. The Council agreed to receive the request. **Min.No.3520**
- (iv) Use of King George V Playing Field
This request was received from Kings Church Durham for the use of the above on Saturday 16th June 2018. The Council agreed to the use of the field for this fun day event. **Min.No.3521**
- (v) County Durham School Benevolent Fund
Following a request for financial assistance, the Council agreed to donate £50.00 **Min.No.3522**

c Verbal Update

- (i) Following discussion, it was agreed to invite Chief Inspector Steve Long to a future meeting to discuss policing in the area. **Min.No.3523**
- (ii) On the new General Data Protection Regulations, it was noted that information was still awaited on how Parish Councils can be provided with a Data Protection Officer and further seminars on GDPR were expected. **Min.No.3524**

Next Parish Newsletter

The Spring 2018 version was now almost complete and would be going to print and distribution in the coming weeks. **Min.No.3525**

Any Other Business

- (a) A general discussion took place on littering throughout the Parish and how to improve the current position. **Min.No.3526**

Finance / Governance Issues

- a) Accounts for Payment / Approval of Expenditure 2017 - 2018
The Clerk asked for confirmation of the Members actions in agreeing to the usual salary and wages paid in accordance with conditions of service, and employment contracts, since the last ordinary monthly meeting AND the following Accounts:

71. Durham County Council
-Planning fees for Pavilion roof project £231.00

72. D Temple
-Clerks Expenses-Half year ended 31.03.18 £65.43

73. County Durham Association of Local Councils -2 Delegate fees for attendance at GDPR seminar	£54.00
74. Durham County Pension Fund -Contributions for March 2018	£324.57
75. HMRC -Tax & NI- 4 th quarter 2017-18	£1009.64
76. J G Paxton & Sons Ltd -Cable Ties	£5.58(Includes £0.93 VAT)
77. Turfcare Specialists Ltd -Fertiliser for Bowling Green	£79.20(Includes £13.20 VAT)
78. Bell Group Services Ltd -Rental and Fuel for Sky lift (apportioned amount) For 2017 Christmas tree lights	£160.06(Includes £26.68 VAT)
TOTAL	£1929.48

b) **Approval of Expenditure 2018/19**

The Clerk asked for confirmation of the Members actions in agreeing to the usual salary and wages paid in accordance with conditions of service, and employment contracts, since the last meeting AND the following Accounts:

1. CDS Security & Fire Services Ltd -Maintenance charge (Annual) for Pavilion	£108.00(Includes £18.00 VAT)
2. Max Recycle -Annual Trade refuse charges & Duty of Care covers	£1672.04(Includes £278.67 VAT)
3. Durham County Council -Pavilion Roof project-Building Regs fees	£136.21
4.Omega Asbestos Consultancy Ltd -Survey etc	£660.00(Includes £110.00 VAT)
5.County Durham School Benevolent Fund -Donation	£50.00
6. SSE Southern Electric -Pavilion Electricity for February 2017 (Direct Debit)	£58.98(Includes £2.80 VAT)
TOTAL	£2685.23

Min.No.3527

Date, Time and Venue of Next Meeting

Wednesday 2nd May 2018

Annual Meeting

to immediately follow the

Annual Assembly of Electors Meeting

which commences at 6.15pm in the Pavilion Building

This meeting concluded at 8.30pm

Signed as a true and correct record

.....Chairperson

.....Date