

**Chair of the
Council:**
Graeme
Blenkiron



www.framwellgatemoorparishcouncil.co.uk

Clerk:
Craig Eddon

The Pavilion Building, Front Street
Framwellgate Moor
Durham
DH1 5BL
clerk@framwellgatemoorparish.gov.uk

Minutes of the Ordinary Meeting of Framwellgate Moor Parish Council held on Wednesday 3rd June 2026 at 6:00 pm at The Pavilion Building, Front Street, Framwellgate Moor, Durham, DH1 5BL.

1	Attendance: Chair: G Blenkiron, Vice Chair: A. Hopgood Councillors: R Perry, E Pears, D. Wheeler, G. Tidbury, M. Wilkes Clerk: C Eddon Apologies: M. Charlton, R. Dodds, V. Aymard, E. Clarkson
2	Declarations of interest and dispensation requests - N/A
3	Public participation (please notify the Chairman or Clerk in advance) - N/A
4	Review minutes from 6th May 2026 and actions agreed. The draft minutes of the May 2026 meeting were accepted as a true record. No matters arising were noted for reflection.
5	Correspondence • 5a/030626 – Net Power ○ Topic: Renewal of annual IT support, antivirus, and cloud backup service. ○ Details: The service, priced at £341.10 for 12 months, is required for data protection and IT policy compliance (Assertion 10 of the AGAR). ○ Decision: Renew the service for 12 months. ○ Action: Clerk to investigate alternative providers for next year's renewal. • 5b/030626 – State of Tennis Courts (local resident and court user) ○ Problem: A user reported debris, a stone blocking the gate, and a slippery surface. ○ Cause: The slippery surface is caused by silt surfacing from undulations, not moss. ○ Security: A group of teens is climbing the fence to bypass the gate. ○ Action: The clerk will issue a warning to repeat offenders, with the use of CCTV footage if needed, before escalating to police for trespassing. ○ Solution: Resurface the court, which is ~7–8 years old. ○ Action: Get a quote from the company inspecting the MUGA. ○ Interim Action: Post a "Slippery When Wet" sign.

Signed:

Dated:

8th JULY 26.

	• 5c/030626 – Youth Club report ○ Topic: End-of-year grant report from Durham City Youth Project for a £500 grant. ○ Details: Funding was used for the weekly youth club, with £122 on cooking/refreshments and £378 on resources/activities. ○ Decision: Report noted.
6	Action Log • 6a/030626 - Unsafe Cycle Lanes: No update. Some sections to be replaced. • 6b/060526 – Repair of Gates and Rowers: Rower handles fixed. Materials arrived for gates, on Groundsman's task board. • 6c/030626 - Post Inky & Co. Welcome: No further communication from Inky & Co. • 6d/030626 - Bowling Green related actions: Updates provided in Clerk's Update. • 6e/030626 - MUGA: Site visit scheduled for next week. • 6f/030626 - Abbey Road Play Service: No response to email for quote from the council. ○ Action: Clerk to send another email; M. Wilkes to follow up with the council. • 6g/030626 - Police for July Event: A. Hopgood will contact the police closer to the date. • 6h/030626 - Complaints Policy Review: Closed, discussed under Policy Reviews. • 6i/030626 - Removal of Brass Side Playground from assets register: Closed, completed. • 6j/030626 - Email insurance provider to correct address: Closed, completed. • 6k/030626 - Email scouts or fireworks refusal site safety: Closed, emailed, no response. • 6l/030626 - Email Beacon Comms: Closed, emailed, acknowledged. • 6m/030626 - Email Stephen, tennis coach (full price from July): Closed, emailed, no update. • 6n/030626 - Move to 70k to commercial instant access account: Closed, completed. • 6o/030626 - Resolving 90-day notice account access: Still open and ongoing despite conversations with Lloyds. ○ Action: Clerk to visit a branch in person to resolve the issue. • 6p/030626 - Update financial regs: Closed, completed. • 6q/030626 - Update starting orders: Closed, completed.
7	Financial Report Clerk presented Invoices and receipts for previous month, reconciliation and current budget which were agreed by G Blenkiron.

Signed:

G Blenkiron

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- **Clerk Update** on the following.
- **8a/030626 – Bowling Green**
 - **Replacement of boards:** Delayed due to Groundsman's broken hand.
 - **Access ramp repair:** Delayed by slow response from New College.
 - **Action:** Clerk to contact admin at New College to support.
 - **Open Week:** Postponed due to delays; bowlers to identify a new date.
 - **Discussions with bowlers:** Open to multi-use in the future, happy to use one or two rinks.
 - **Equipment Request:** Bowlers requested 6 bowling mats, 6 jacks, and 6 rink markers
 - **Decision:** Clerk to first attempt borrowing equipment from other clubs. If unsuccessful, purchase will be approved.
- **8b/030626 – Website update**
 - Online booking functionality for Pavilion Room Hire and Bowling Green (seasonal membership/daily play) is in development.
 - Expected to be operational by the end of June.
 - Future functionality could include booking other community areas.
 - **8c/030626 – Policy Reviews:**

Several policies were reviewed and approved with minor updates.
 - **Complaints Procedure:** Email address to be updated.
 - **Corporate Annual Risk Register:** Filename typo to be corrected. IT and data retention covered.
 - **Document Retention Policy:** Wording to be changed for "as required operationally" to state councillors must review and delete personal data from emails twice yearly.
 - **Action:** County councillors to work with the clerk to set up and use official parish email accounts for data protection compliance.
 - **Freedom of Information Policy:** Accepted.
 - **Review of Effectiveness of Internal Audit:** Accepted.
 - **Statement of Internal Control:** Accepted, typo in adopted date (March 2027 to June 2026) to be corrected.
 - **IT Policy:** New policy adopted.
 - **Action:** Clerk to provide NALC/CDALT/SLCC cyber security awareness training resources to councillors upon request. Adopted date (March 2027 to June 2026) corrected
- **8d/030626 – Fire Alarm inspection**
 - Annual fire alarm inspection completed by Churches Fire and Security. Certificate received, no matters requiring consideration. Noted.

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- **8e/030626 – Ofgem renewal**
 - Annual Ofgem declaration completed and submitted. Noted.
- **8f/030626 – ICO renewal**
 - Annual ICO data protection fee renewed for £52. Noted.
- **8g/030626 – Declaration of Interest Forms**
 - Reminder for councillors who haven't submitted or need to update their forms to do so by end of June.
- **8h/030626 – VAT**
 - VAT reclaim for last quarter completed and submitted to HMRC, awaiting payment. Noted.
- **8i/030626 – Review Internal Auditor's report**
 - Annual Internal Audit Report for 2025-26 from Gordon Fletcher received with no recommendations. Council expressed thanks for the hard work. Noted and received.
- **8j/030626 – Review and adopt Annual Governance Report**
 - Section 1 (Annual Governance Statement): Approved.
 - Assertion 4 was ticked 'No' because the public rights window was missed in the previous financial year. This will be corrected for the current year.
 - Section 2 (Accounting Statements): Approved.
 - **Action:** Clerk to explain a £58k variance in "other payments" to the external auditor (attributed to the Memorial Project and pavilion alterations).
 - Public Rights Notice: To be published on June 4, 2026, for an inspection period from June 4 to July 15, 2026. This ensures compliance for the next audit.
 - Chair signed the AGAR document and the Notice of Public Rights.

Signed:

GBH

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9	Parish Matters • 9a/030626 – Pedestrian safety at High Carr Road mini roundabout (G. Blenkiron) ○ Concern: The mini-roundabout is a significant pedestrian safety hazard, particularly with increased traffic from new businesses. ○ Action: Clerk and M. Wilkes to invite a Highways officer to present solutions and discuss with parish council. • 9b/030626 – Parking issues at Anvil Court area of Pity Me (G. Tidbury) ○ Problem: Residents reported vehicles parking on a grass verge. ○ Finding: The verge is not council land. It was sold to Three Rivers Housing in 1998 (possibly now owned by a property). ○ Action: G. Tidbury to advise interested residents to check the Land Registry for ownership and contact the owner directly.
10	County Councillors Report Updates were received on the following: • 10a/030626 - Speed Humps: Some speed humps have been removed due to safety concerns and will be replaced with tarmac ones after further survey work. • 10b/030626 – Cycle Lanes: Consultation on changes to cycle lanes (including bollards and crossings) is expected mid-summer. • 10c/030626 – Survey Markings: Markings near the memorial garden indicate a new crossing. • 10d/030626 - Front Street Pavement: M. Wilkes will check for a response regarding the quality of pavements on Front Street.
The meeting ended at 7:31pm on the 3 rd June 2026	

Signed:

G. Blenkiron

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