

FRAMWELLGATE MOOR PARISH COUNCIL

Minutes of the Monthly Meeting of the Parish Council held on Wednesday 4th October 2017 held in the Pavilion Building, commencing at 6.30pm.

Present:- Councillors: - K.Willis (Chair), T.Moderate, P.Dawson, J.G.Holland, A. Hopgood, P.Johnston, N.Martin

One Member of the Public

Apologies:- Councillors: C.Beddoes, C.Hillary, F.M.Simmons and M.Wilkes

Declarations of Interest and / or Notices of Motion

There were no declarations made at the meeting and no notices of motion submitted.

Min.No.3387

Approval of the minutes of the previous meeting held on 2nd August 2017

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.3388

Minutes of the 3 Sub Committees held on 6h September 2017

These had been previously circulated and would now be referred to the individual sub committees for approval.

Min. No.3389

Report of the Community Police

In the absence of any report, it was agreed that this item be removed from future agendas.

Min. No.3390

Pavilion Building Roof

(a) Insurance Claim

Part of the claim relating to the roof tiles had now been completed and a quote had been obtained to rectify the internal damage which was £400. This quote was accepted and these works be carried out as soon as possible. The final value of the insurance claim (excluding VAT) would be £1286, before the application of any excess payable by the Parish Council.

Min. No.3391

(b) Roof Survey

Following the receipt of two quotations for the above, it was agreed to accept the lower quote of £425 plus VAT from BDN.

Min. No.3392

Pavilion Building CCTV

Compliance Issue

It was agreed that consideration of this be referred to a future Finance and Governance sub committee

Min. No.3393

Public Matters

The following issues were raised

(a) **Rat Problem**

This was occurring in the Smithfield area. Following discussions, it was agreed that the County Councillors would make some enquiries into this matter together with the charging mechanism, particularly when frequent visits by Pest Control Officers are required.

Min.No.3394

(b) **Speed of Response by Police**

Following an incident in early August this year, disappointment was expressed at the above, particularly when several attempts were made to contact the Police by telephone about this incident. Albeit the response was a lot improved when the contact was by e mail. These views would be forwarded to the local police for their comment.

Min.No.3395

Members Matters

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

- There was a problem with some parts of the Arnison Centre, in respect of shrubs etc becoming overgrown and in need of some maintenance as it was catching vehicles, particularly near the underpass and in the vicinity of KFC.
- An issue was raised in the Rowan Drive area with parking, it being noted that there were plans for some recess parking.

Min.No.3396

Report from Unitary County Councillors

This report included the following :

- 20 mph zone around schools introduced
- Trees at Beech Close had recently been severely pruned but there were now plans to neaten them off and to plant a few new trees.
- Plans were underway to install new lights for the underpass.

Min.No.3397

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 4th September 2017**

There were no applications from this list

2. **List dated 11th September 2017**

<u>App. Number</u>	Applicant	Location	Proposal	Case Officer	Decision Level
DM/17/02827/FPA	M A Allan and Partners	Low Newton Farm Brasside Durham DH1 5SB	Conversion of redundant barns to create 4no. 3 bedroom family dwellings with associated external space and vehicle parking including some minor extension	Paul Hopper	Delegated

3. **List dated 18th September 2017**

<u>App. Number</u>	Applicant	Location	Proposal	Case Officer	Decision Level
DM/17/02772/FPA	Mrs Melanie King	20 Dryburn Hill Durham DH1 5AE	Erection of part single-storey/part two-storey extension at side of dwelling and single-storey to front.	Lisa Morina	Delegated

4. **List dated 25th September 2017**

There were no applications from this list

Min.No.3398

b Other Correspondence

(i) 2016-2017 Annual Accounts and Governance

The Clerk reported that he had now received a report from the External Auditor on the above and that there are no major areas of concern to report on. The only minor area referred to, related to the listings on the Charity Commission website relating to Abbey Road and Durham Terrace, where those entries should refer to the Council being the Corporate Trustee. The Council accepted the report from the External Auditor and agreed the necessary amendments to the Charity Commission website.

Min.No.3399

(ii) Learning Library

The Council considered an application for financial assistance from the above which it received.

Min.No.3400

(iii) General Data Protection

New legal requirements were to be introduced next year and one of those was to nominate a person or persons to be responsible for the new requirements. Following consideration, it was agreed that the Clerk and one other Councillor (to be determined.) be nominated. In addition some further enquiries would be made, including attending any seminars, in order to obtain further information on this matter and then report back to the Council.

Min.No.3401

Newsletter for 2017

The Clerk circulated a copy of last years newsletter, following which a discussion took place. It was agreed that a better quality document was required and in the first instance, some enquiries would be made into finding an alternative printer and distributor. Councillor Martin agreed to report back to a future meeting of the Council together with the Council giving further consideration to the content of this years Newsletter

Min.No.3402

Any Other Business

(a) Doctor Clarkes House

It was reported to the meeting that the occupier of the above was amenable to the idea of allowing the illumination of a conifer on his land at Christmas time. It was agreed to refer this idea to a future Finance and Governance sub- committee for further detailed consideration.

Min.No.3403

(b) Wooden Planters

There were a number of these in the Parish area, and in respect of the ones in the Brasside area, it was anticipated that they would be replanted in the future.

Min.No.3404

(c) Review of Clerks salary

The Council agreed to review the above at a future meeting of the Council

Min.No.3405

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:

36. C Hillary

-Reimbursement of the cost of Pavilion roof repairs £1063.20(Includes £177.20 VAT)

37. Durham County Pension Fund

-Contributions for September 17 £324.59

38. HMRC

-Income Tax & NI-2ND Quarter 2017-18 £1003.64

39. Daykin & Storey Ltd	
-Yearly Hosting and Backups for 2017-18, including one outstanding monthly payment(£20)	£312.00(Includes £52.00 VAT)
40. BDO LLP	
-External Audit fee for 2016-17	£480.00(Includes £80.00 VAT)
41. D.Temple	
-Clerks expenses April – Septemeber 17	£83.19
TOTAL	£3266.62

In respect of payment No 36, the Council agreed to note that this payment by way of reimbursement, was necessary as a result of the emergency and urgent need to repair the roof of the Pavilion.

Min.No.3406

Dates of Next Meeting

Following very careful reconsideration, the Council agreed to revert back to the convening of a regular monthly meeting of the full Parish Council with the next one being :-

Wednesday 1st November 2017 at 6.30 in the Pavilion Building

In respect of the three sub-committees, these would be convened by the respective Chairpersons, on a regular basis, preferably prior to the monthly full Council meetings.

Min.No.3407

This meeting concluded at 7.45pm

Signed as a true and correct record

.....Chairperson

.....Date