

FRAMWELLGATE MOOR PARISH COUNCIL

Minutes of the Monthly Meeting of the Parish Council held on Wednesday 6th June 2018 held in the Pavilion Building, commencing at 6.30pm.

Present:- Councillors: - K.Willis (Chair), C.Beddoes, P.Dawson, C.Hillary, A. Hoppood, T.Moderate, F.M.Simmons and M.Wilkes

One Member of the Public

Apologies:- , J.G.Holland, P.Johnston and N.Martin

Declarations of Interest

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

Min.No.3553

Approval of the minutes of the previous meetings held on 2nd May 2018

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

Min.No.3554

Notes of the Sub Committees held during May 2018

These 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.3555

Formal Adoption of Policies

The following policies had been previously circulated and were adopted by the Parish Council.

- Complaints
- Finance (Amended)
- Lone Worker
- Multi Use Games Area (MUGA)
- Management Plan

Copies of these policies would be kept on file and put on our website.

Min. No.3556

Pavilion Building Roof Update

The following update was given to the meeting

- The two preferred tenderers had been / would be interviewed concerning any queries on their tender submission.
- Planning permission for the project had now been granted by Durham County Council
- The funding update included reference to the access of an amount from the Section 106 planning fund.

Min. No.3557

Neighbourhood Plan

A number of papers had been previously circulated which would be referred to the Planning sub Committee for detailed consideration and a report brought back, with recommendations, for the full Council to consider.

Min. No.3558

Public Matters

A member of the Public raised concerns about the recent response from the local Police concerning the poor response time in respect of the answering of telephone calls.

The Parish Council would make some further enquiries with neighbouring Parish and Town Councils to get some further information on their own experiences.

In addition, the Parish Council would ask the Police for a full analysis of numbers of emergency / non emergency calls together with details of the staff numbers in their call centres.

Min.No.3559

Members Matters

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

- A number of matters had been clarified with the local football team who hired the KGV football pitch, including the non use of the Pavilion building whilst the roof works were taking place
- In respect of the Abbey Road field, there were a number of dangerous gaps which were in need of repairing and advice would be requested from Durham County Council on the required approach.
- Liaison was taking place regarding the securing of the LIDL car park regarding problems with the barrier.

Min.No.3560

Report from Unitary County Councillors

The report included the following:

- An update on the revised County Plan
- Parking issues of various locations in the Parish

Min.No.3561

Clerks Report

a. From County Council

(i) Planning Applications.

Councillors Wilkes and Moderate declared an interest in the application relating to the Primary school

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

1. **List dated 4th May 2018**

There were no applications from this list

2. **List dated 13th May 2018**

<u>App. Number</u>	Applicant	Location	Proposal	Case Officer	Decision Level
DM/18/01329/FPA	Mr A Wood	21 Smithfield Pity Me Durham DH1 5PP	Single storey pitched roof extension to rear	Stephen Potter	Delegated

3. **List dated 21st May 2018**

<u>App. Number</u>	Applicant	Location	Proposal	Case Officer	Decision Level
DM/18/01402/FPA	Mr Robert Glasper	Land To The South Of 2 To 4 Potterhouse Terrace Pity MeDH1 5DL	Construction of dormer bungalow and detached garage.	Lisa Morina	Delegated
DM/18/01410/FPA	Durham County Council	Framwellgate Primary School Newton Drive Framwellgate Moor DurhamDH1 5BG	Single storey extension to the main entrance of existing building	Paul Hopper	Delegated

4. **List dated 25th May 2018**

There were no applications from this list

5. **List dated 1st June 2018**

There were no applications from this list

Min.No.3562

b Other Correspondence

- (i) Use of Notice Boards
Two applications were accepted and Councillor Martin would be requested to finalise the arrangements.
Min.No.3563
- (ii) Use of Durham Terrace Playing Field
An application from Durham City Junior Football Club was accepted.
Min.No.3564
- (iii) E mail from a Local Resident about inappropriate behaviour in the KGV Play Park.
The Council agreed to refer the matter to the local Police and the local Academy College and a report would be given to a future meeting of the Council.
Min.No.3565

c Verbal Update

- (i) Use of Bowling Green.
An application from the local War Veterans (RBL) to use the above on June 24th was accepted. This was a repeated annual arrangement and would involve the Green-keeper working on that particular date.
Min.No.3566
- (ii) Purchase of Urgent Equipment
A new hedge trimmer was required and its purchase from Paxtons was agreed at an estimated cost of £200 (excluding VAT).
Min.No.3567

Any Other Business

(a)War Memorial

The surrounding area needed tidying up and weeding. This would be carried out by the Green-keeper. In addition, it was agreed to use part of the Parish Councils one-offs budget to finalise a local project in recognition of the 2018 centenary celebrations. A sum in the region of £2000 would be required. Any material change to this amount would be referred back to a future meeting
Min.No.3568

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:

15. Information Commissioner -GDPR registration fee	£35.00
16. Denisia Savarino -Newsletter distribution	£170.00
17. BHIB Ltd -Annual Council insurance	£1129.70
18. Durham County Pension Fund -Contributions for May 2018	£338.87
19. Batsons Landscape & Tree Care Ltd -Grass-cutting for May 2018	£505.68 (includes £84.28 VAT)

20. J & M Lawnmower Services -Repairs to Bowling Green Lawnmower	£541.86(Includes £81.98 VAT)
21. P.Dawson – Reimbursement of monthly Internet Domain Charges etc	£8.39 (includes £1.40 VAT)
22. SSE Southern Electric -Pavilion Electricity for April 2018 (Direct Debit)	£49.51(Includes £2.35 VAT)
23. G.Fletcher -Audit fee for 2017-2018 Annual Return	£125.00
24. Fuel Genie -Petrol for Equipment etc	£29.00 (includes £4.83 VAT)
TOTAL	£2933.01

Min.No.3569

b) Asset Register

This report had been previously circulated and was accepted as part of the approval of the Statement of Accounts for 2017 – 2018.

Min.No.3570

c) Statement of Accounts for 2017-2018

This had been previously circulated and was approved.

Min.No.3571

d) Internal Auditors Report for 2017-2018

The Chair welcomed Gordon Fletcher to the meeting.

The report had been previously circulated and its contents and Action Plan were approved and accepted by the Council.

In addition, the Acton Plan would be referred to the Finance and Governance sub-committee for detailed consideration and implementation.

Min.No.3572

Date, Time and Venue of Next Meeting

Wednesday 4th July 2018 at 6.30pm in the Pavilion Building

This meeting concluded at 8.30pm

Signed as a true and correct record

.....Chairperson

.....Date