

**FRAMWELLGATE MOOR PARISH COUNCIL**



The Pavilion Building, Front Street - Framwellgate Moor, Durham DH1 5BL

[framwellgatemoorparishcouncil@yahoo.co.uk](mailto:framwellgatemoorparishcouncil@yahoo.co.uk)

27 February 2020

To: The Chairman and members of the **FRAMWELLGATE MOOR PARISH COUNCIL**

(Councillors K Willis (Chair) G Blenkiron, P Dawson, C Hillary, A Hopgood, P Johnston, N Martin, T Moderate, JG Holland, FM Simmons and M Wilkes)

Dear Sir / Madam

You are hereby summoned to attend a meeting of the **FRAMWELLGATE MOOR PARISH COUNCIL** which will be held at The Pavilion Building, Framwellgate Moor on **Wednesday 4 March 2020 at 6.30pm**

**BUSINESS**

1. To receive apologies for absence - to note all apologies and reason must be given in writing to the Clerk prior to the meeting
2. To receive and accept any Disclosable Pecuniary Interests from members in any item to be discussed. To remind members, if any changes in circumstances, that new forms need to be submitted
3. Questions and comments from members of the public – maximum 5 minutes per item / per individual (15 minutes in total)
4. To receive Police report (for information only).
5. To receive and approve the minutes of the meeting held on 5 February 2020 (copy attached)
6. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not on agenda
7. Parish matters and on-going items (attached)
8. To accept financial matters (attached)
9. To note date of next meeting

**Yours faithfully**

**Angela Foster / Clerk / RFO**

## 7. PARISH MATTERS AND ON-GOING ITEMS:

- a) **Planning Applications** 10
- These have previously been sent via e-mail – view online for location/details (if any)
- See attached sheet - (appendix 1)
  - To receive any update regarding Elddis and the Happy Wanderer applications
- Decisions needed:-*                      *What recommendations to give. To note update*
- b) **Banking details** – To note can start using new bank, to note charges for using cheques. The Clerk has changed all the direct debits. Approx £6,000 remains in Natwest. 5
- Decisions needed:-*                      To agree to start paying via BACS wherever possible. To agree at the April meeting to put all remaining money over to Lloyds.
- c) **County Councillors report** - For discussion only (decision / action to be placed on next agenda unless prior notice received) 10
- To receive report from County Councillors.
- Decisions needed:-*                      *To note update, if any decision to be made, to be placed on next agenda*
- d) **Members report** - For discussion only (decision / action to be placed on next agenda, unless items are submitted prior to published agenda) 10
- To receive report from the members
- Decisions needed:-*                      None needed
- e) **Notes from working groups – previously circulated** 10
- To receive update from building and grounds / finance and governance.
- Decisions needed:-*                      *To note or agree to any suggestion's / ideas brought forward (if so it will be a separate agenda item)*
- f) **Bowling green** 10
- To note any further information received. To note what the casual users are prepared to pay. Further discussions took place to include King George V field. Costs could increase.
- Decisions needed:-*                      To agree to new costs for casual members at £40 per year
- To agree to asking Jonathan Crowther, Sports Pitch Consultant for initial guidance re installing 3G pitch at a cost of £3,000 to progress investigation. Or if costs have increased due to large field being included.*

- g) **Football pitches** 5
- To discuss Cllr Wilkes proposal regarding the FA doing a subsidised survey of the football pitch at King George V field for £150 as the pitch floods easily
- Decisions needed:-* To agree / disagree to having the survey done
- h) **Play area inspections** 5
- To note cost received from DCC re inspection of play areas
- Decisions needed:-* To agree to quarterly inspections from DCC at a cost of £56.96 per visit for all 3 sites. If agreed to sign SLA
- i) **VE Day celebrations** 10
- To discuss holding the event at the Pavilion on 8 May. To discuss the WI being involved and what other activities to hold
- Decisions needed:-* To agree to funding the event
- j) **Report from grounds man** 5
- Grounds man's report to be received
- Decisions needed:-* To note update, to agree to any issues being resolved
- k) **Annual Parish Meeting** 5
- To discuss 6 May at date to hold the Annual Meeting for the Electors at 6pm before full council meeting. To note police can not make that date.
- Decisions needed:-* To agree to date
- l) **Newsletter** 5
- To note copy of newsletter previously distributed is ready to go to print. To note costs received for delivery on solo basis and costs for printing.
- Decisions needed:-* To agree to going to print at cost of £210
- To agree / disagree to having solo delivery at cost of £480 + vat.
- m) **Policy review** 10
- To accept policies that have been reviewed/adopted by Finance working group - all policies uploaded onto website. To note this will be done once new website is up and running.
- Decisions needed:-* Chair to sign off the updated policies (Effectiveness of Internal Audit, Internal Control, Corporate Annual Risk Assessment and Complaints)

- n) **Selective Licensing** 5  
 To note correspondence received regarding and consider putting in a formal response.  
*Decisions needed:-* To agree / disagree to submitting a response
- o) **Gospel Outreach** 5  
 Request received to use Abbey Road on 25 June until 11 July 2020  
*Decisions needed:-* To agree to allowing use
- p) **Training** - To note any training sessions coming up. To agree to any members/staff attending 5  
  - Councillor Training - 17 March at Shadforth cost £10*Decisions needed:-* To agree if any members wish to attend
- q) **Website**  
 To note soft launch of website is underway. The Clerk will update the website once she has admin control.  
*Decisions needed:-* To agree to content and to go live
- r) **Correspondence received** (for discussion / decision / action or to be placed on next agenda) 5  
  - Nothing received*Decisions needed:-* To note correspondence.
- s) **Correspondence received after agenda published** (to note only) 5  
*Decisions needed:-* None needed
- t) **Urgent issues for noting** (Clerk to use delegated powers) **and any items Councillors wish to agenda for next meeting** 5

## **8. FINANCIAL MATTERS - To approve and sign the list of cheques drawn below**

### **a. Payments**

**Recommended** – that the following payments be agreed:

1. That the sum of £1,198.86 be paid to Mr B Quinn Greenkeeper (March 2020 wage)
2. That the sum of £657.08 be paid to Mrs A Foster - Parish Clerk (March 2020 wage)
3. That the sum of £355.31 be paid to Durham County Council Pension Fund
4. That the sum of £234.00 be paid to Alto Energy - boiler service
5. That the sum of £210.00 be paid to Stewed Apple - newsletter print (If agreed)
6. That the sum of £576.00 be paid to Swift Advertising - newsletter delivery (if agreed)
7. That the sum of £115.63 be paid to Mrs A Foster - shredder and cleaning
8. That the sum of £2,058 be paid to Art of Stone memorials

### **b. Receipts**

**Recommended** – that the following amounts be noted:

1. That the sum of £20.00 was received for room hire
2. That the sum of £2,524.59 was received for VAT reclaim

## **9. DATE AND TIME OF NEXT MEETING**

1 April 2020 to commence at 6.30pm