

FRAMWELLGATE MOOR PARISH COUNCIL



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

framwellgatemoorparishcouncil@yahoo.co.uk

26 June 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 virtual meeting of the **FRAMWELLGATE MOOR PARISH COUNCIL** which will be held via Zoom on **Wednesday 1 July 2020 at 1.00pm**. An invitation to join the group will be sent prior to the meeting.

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 3 June 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)
- Decisions needed:-* *What recommendations to give.*
- b) **Update of Eddis application** 5
- Cllr Hopgood to give an update regarding the committee meeting held 1 July.
- Decisions needed:-* Not note update and any response to be submitted.
- c) **Banking update** 1
- No update to discuss, still awaiting final bank statement from Natwest
- Decisions needed:-* None needed
- d) **County Plan** 5
- No discuss final consultation on County Plan. To discuss draft letter to send in response
- Decisions needed:-* To agree Parish response to final consultation on County Plan and agree to sending letter out.
- e) **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*
- f) **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
- g) **Notes from working groups – previously circulated** 2
- To receive update from building and grounds / finance and governance joint meeting
- Decisions needed:-* *To note or agree to any suggestion's / ideas brought forward (if so it will be a separate agenda item)*

- h) **LTA booking system** 10
- To note a joint Neighbourhood Budget application is to be submitted from the three County Councillors. The only expense for the Parish would be £200. This will be a 3 year contract, which the Parish are able to leave or continue afterwards. To note an £8 charge for tennis courts will be introduced from 1 July 2020, (this was previously agreed at £10, but to change in line with LTA recommendations)
- Decisions needed:-* To agree to paying the extra £200 and to apply for funding to have gate/electrics and online booking system installed. To agree to being in a 3 year contract.
- i) **War Memorial Pathway** 5
- To note the cost to transfer the land is £430.00. The transfer of asset will go ahead once the work has been carried out by DCC to the paths.
- Decisions needed:-* To agree to paying the £430 for the transfer of the land.
- j) **Football clubs** 5
- To discuss charges for the 2 clubs to commence immediately, as training has commenced. £600 per year was charged in pervious year.
- Decisions needed:-* To agree £600 per club.
- k) **Drainage problems on King George V Field** 5
- Three quotes have been received for the drainage works. The working group recommends the Brambledown quote of £6,625. The County Councillors are in talks with several streams regarding funding.
- Decisions needed:-* To agree to going with the quote recommended if funding is secured.
- l) **Football goalposts** 3
- A quote was received for goal posts. If funding application is accepted the goal posts will be paid for out of that fund.
- Decisions needed:-* To agree to getting goal posts replaced if funding available
- m) **Weed killer** 3
- To discuss recent issues regarding the greenkeeper using weed killer. It was suggested developing a policy to not allow weed killer to be used. If required to ask DCC to carry this out.
- Decisions needed:-* To agree to developing policy and not to use week killer in future.

- n) **Steps at football field** 3
- After a recent complaint regarding the dangerous state of the steps. The working group recommends removing them altogether. A quote from Brambledown / Batsons has been received
- Decisions needed:-* To agree to having the steps removed and decide on which company.
- o) **Report from groundsman** 5
- Groundsman's report to be received.
- Decisions needed:-* To note
- p) **Policy review** 10
- To accept policies that have been reviewed/adopted by Finance working group (remotely) - all policies to be uploaded onto website.
- Decisions needed:-* Chair to sign off the updated policies
- (Accident procedure / Whistle Blowing / Sickness / Social Media / Seating and Members Allowance)
- q) **Risk Assessment during Covid 19** 5
- To note updated risk assessment to use during Covid 19
- Decisions needed:-* To agree to adopting the policy.
- r) **Electricity contract up for renewal** 5
- To note SSE contract end 31 August 2020. The contract either needs renewing by 1 August or changing to different supplier.
- Decisions needed:-* To agree to Clerk sourcing a better deal, which could be the same company.
- s) **Training** - To note any training sessions coming up. To agree to any members/staff attending (*regular agenda item*) 5
- Online planning for Councillors - free of charge
- Decisions needed:-* To note which councillors wish to take part
- t) **Quarterly Accounts** 5
- To receive and accept quarterly accounts.
- Decisions needed:-* None signatory to sign bank statement, bank reconciliation and, budget at the next possible opportunity

- u) **May 2021 meeting** 5
- To discuss which date to hold the Annual Meeting of the Council in 2021, as this meeting is required to follow within 14 days of elections (planned 6 May 2021)
- Decisions needed:-* To agree date of 12 or 19 May 2021
- v) **Correspondence received** (for discussion / decision / action or to be placed on next agenda) 2
- Thank you letter received from Citizens Advice for the £50 grant
- Decisions needed:-* To note correspondence.
- w) **Correspondence received after agenda published** (to note only) 5
- Decisions needed:-* None needed
- x) **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 payments below to be paid by BACS

a. Payments

Recommended – that the following payments be agreed:

1. That the sum of £1,261.26 be paid to Mr B Quinn Greenkeeper (July 2020 wage)
2. That the sum of £657.08 be paid to Mrs A Foster - Parish Clerk (July 2020 wage)
3. That the sum of £487.79 be paid to HMRC - tax
4. That the sum of £373.34 be paid to Durham County Council Pension Fund
5. That the sum of £25.99 be paid to Mrs A Foster - lock/tape and containers

The following payments were approved by Chair/Vice Chair giving the Clerk delegated powers during the lockdown when no meetings took place. These were paid via BACS

That the sum of £39.49 was paid to Net Island - online booking system

b. Receipts

Recommended – that the following amounts be noted:

1. Nothing received

9. DATE AND TIME OF NEXT MEETING

3 September 2020 to commence at 1.00pm (virtual meeting)

Appendix 1

w/c 8 June 2020

DM/20/01344/FPA	Mrs H Osborn	6 Low Moor Cottages Pity Me Durham DH1 5RY	Proposed first floor extension to rear and single storey extension to existing kitchen	Framwellgate and Newton Hall Framwellgate Moor	Michelle Stephenson Delegated
DM/20/01387/FPA	Mr Gary Archer	8 Folly Terrace Pity Me Durham DH1 5DS	Single story rear extension (Revised and Resubmitted)	Framwellgate and Newton Hall Framwellgate Moor	Michelle Hurton Delegated