

## FRAMWELLGATE MOOR PARISH COUNCIL



### **Minutes of a Meeting of the Framwellgate Moor Parish Council held remotely via Zoom on 3 June 2020 at 1.00pm**

**Present:** Councillors - K Willis (Chair), N Martin, A Hopgood, G Blenkiron, P Dawson, C Hillary, J G Holland, F M Simmons, T Johnston, T Moderate and Wilkes

**Also in attendance** - A Foster - Parish Clerk

The Chair welcomed everyone to the first virtual meeting. Due to Covid 19 legislation has been passed to hold meetings virtually until May 2021. The Chair will remain in place until that date.

1. **Apologies for Absence:**

All members present

2. **Disclosable Pecuniary Interests**

No members declared an interest.

3. **Questions from members of the public:**

No questions submitted prior to the meeting, no members of the public present via zoom.

4. **Police Report:**

Newsletter submitted and circulated prior to the meeting. Several speed watches have taken place around the Parish, with several cars receiving warning letters.

The Police were asked to check out the gate at The Avenue play area, as it looked like it had been forced. The police will carry out regular patrols. The gate might need to be replaced or repaired in the future.

5. **Minutes of Council meeting (previously circulated)**

**Resolved** *That the minutes of the meeting held on 3 March 2020, were approved and will be signed by the Chairman at the next possible opportunity.*

6. **Clerks report**

- No issues arising from the last meeting. All items have been put on hold during the pandemic and will be actioned once lockdown restrictions are lifted.

## 7. Parish Matters and on-going items

### a) **Planning applications received**

(see attached appendix 1)

**Resolved:** *To recommend approval*

*No update on Eddis application*

### b) **Banking details**

The Clerk provided an update. The standing charge will be £7.00 per month as the 6 months free banking is now at an end. The charge for using cheques is raising to 80p per cheque. Natwest bank statements are required in order to make sure all standing orders are completed before closing the account.

### c) **County Councillors report**

Cllr Hopgood gave an update on the County Plan consultation and asked the council to support the following - as the relief roads are to be supported by the Inspector it means that the creation of cycle paths over Framwellgate Bridge will no longer take place as the traffic lanes cannot now be reduced. Friends of Kepier Woods and Belmont Parish Council are supportive of money that would have been used to build relief roads, being redirected to bring the Belmont viaduct back into use as a cycle way and footpath linking the two sides of the city up – all members agreed to support this suggestion.

Finchale Avenue, Brasside - the owner of a piece of land has cleared it by demolishing and removing all the trees, no planning breach has taken place as there were no protected trees in the area however the Police are investigating if any offence has occurred under the Countryside Act with regard to nesting birds. It is extremely unlikely that planning permission will ever be granted here as the land falls within the greenbelt.

There is a 21 day extension commencing 8 June 2020 for the prohibition of left and right turn for Potterhouse Lane leading to the Household Waste Recycling Centre.

DCC will start to open the Park and Ride to try and get businesses up and running.

Cllr Wilkes gave an update – Finchale Abbey has been exceptionally busy during this lockdown period, with members of the public causing parking issues and leaving litter. Cllr Wilkes will contact Clean and Green and the Rangers to see what can be done. Will see if an experimental order can be set for yellow lines to be installed. Also, lots of rubbish being left at the Nature Reserve at Brasside/Low Newton, this also to be reported.

McDonalds has reopened at the Arniston Centre, but they seem to have a good system in place to alleviate the traffic problems foreseen.

He requested if any members see any litter/rubble around the area to inform him.

Cllr Holland requested further clarification on the new housing development at Sniperly Park, as is concerned about green belt land. Cllr Wilkes will draft a letter to go to the next Parish meeting for approval to send out.

Cllr Hillary asked if any update on Woodbine Rd, back of Front Street re the potholes. Cllr Wilkes in contact and will follow up.

d) **Members report** (for information only)

Cllr Blenkiron requested further information on the lorries continuing to park on main road near Smithfield. Cllr Wilkes will chase up this and the overnight stay signs.

e) **Notes from working groups** (previously circulated)

There have been no meetings during lockdown.

**Finance and Governance (F&G)** – Cllr Hillary requested more information on the War Memorial pathway. Cllr Wilkes noted DCC will not give the money to the Parish to carry out the work.

**Building and Grounds (B&G)** – No update

A virtual working group meeting to be arranged on June 23 at 11am

f) **LTA Grant** – Cllr Wilkes distributed information from the Lawn Tennis Association regarding the possibility of installing gate access and online court booking.

**Resolved:** *It was agreed to gather further information and discuss at the next working group meeting, then report back for approval at the next full council meeting.*

g) **Booking system online** – The website designer has an online booking system that residents can use to book tennis, bowling, MUGA and Pavilion hire. The Clerk to have control over the system. It will cost £39 to apply for the license. This will be a temporary measure for tennis, until the LTA system is approved or could be kept alongside if necessary.

**Resolved:** *It was agreed to ask Website host to install the software.*

h) **Football Clubs** – Durham Football Club have requested using the pitch at the King George V playing field on a permanent basis. Also requests for funding from Framwellgate Working Men's Club.

**Resolved:** *It was agreed to allow Durham Football club to use the pitch on a Saturday afternoon. The funding request from Framwellgate WMC needs further clarification regarding bank accounts. This to be brought to the next meeting. It was agreed to look at charges for the clubs once the current situation improves.*

i) **Year end accounts** – The Clerk distributed the final year end accounts.

**Resolved:** *All accounts were approved and will be signed by the Chairman at the next opportunity.*

j) **Internal Auditors Report** – The accounts were audited by Gordon Fletcher and no issues raised or recommendations issues.

**Resolved:** *Report noted*

k) **Annual Governance Statement** – The Clerk distributed the document for approval ready to be sent to Mazars.

**Resolved:** The members considered and approved the Annual Governance Statement for the year ending 31 March 2020

l) **Accounting Statement** –The Clerk distributed the document for approval ready to be sent to Mazars

**Resolved:** The members considered and approved the Accounting Statement for the year ending 31 March 2020

m) **Exercise of Public Rights** – The Responsible Financial Officer has set the date for Commencement of the Period for the Exercise of Public Rights as the 1st July 2020.

**Resolved:** Date noted

n) **Report from groundsman** – The groundsman is now back to work but is keeping safe. No further update.

o) **Grants requested** – A toddler group have requested funding to hold an extra day in the Community Centre. Citizen Advise requested funding.

**Resolved:** It was agreed not to fund the toddler group, but to advise regarding constitution and bank accounts. It was agreed to give £50 to the Citizen Advice. The Clerk to arrange payment.

p) **Drainage problems on King George V field** – The bottom corner of the pitch floods in the bad weather. One quote to fix the problem of £6,625 was received. Further quotes are required. The Clerk to get extra two.

q) **Policy review** – All policies have been distributed for approval prior to the meeting.

**Resolved:** The Chair signed off Standing Orders / Financial Regulations / Freedom of Information / Asset Register / Media / Premises Age Verification / Children & Vulnerable Adults (Safeguarding) / CCTV and Co-option for new councillors. All policies to be added to the website.

r) **Tennis Courts and Bowling Green rules** – As the courts and greens were to re-open on 1st June, rules regarding Covid 19 were put in place for users.

s) **Covid 19 funding** – A funding application was applied for and granted from the AAP and received £500 to go towards PPE equipment, this was to enable the tennis court and bowling green to open safely. A mobile phone was also purchased for the greenkeeper, to enable contact with the Clerk and members.

t) **Training** – Free online training courses have been arranged by CDALC

**Resolved:** It was agreed members to look and if interested to contact the Clerk.

*Cllr Martin gave his apologies and left the meeting at 3.00pm*

- u) **Website** – The Clerk gave an update on the new website, which is now up and running. It is a working programme, and anyone wishing to add information/photos to contact the Clerk
  
- v) **Correspondence received**
  - Nothing received
  
- w) **Correspondence received after agenda published (to note only)**
  - Request to add link to the website was received. The members decided not to allow on this occasion.
  
- x) **Urgent issues for noting** (The Clerk to use delegated powers). Any items members wish to place on next month's agenda.

8. **Financial Matters**

	<b>(a) <u>Payments</u></b>	
<b><u>Resolved:</u></b> That the following payments be agreed:		
		<ol style="list-style-type: none"> <li>1. That the sum of £1,261.06 be paid to Mr B Quinn Greenkeeper (June 2020 wage)</li> <li>2. That the sum of £657.08 be paid to Mrs A Foster - Parish Clerk (June 2020 wage)</li> <li>3. That the sum of £373.34 be paid to Durham County Council Pension Fund</li> <li>4. That the sum of £754.24 be paid to Batsons</li> <li>5. That the sum of £186 be paid to Alto - meter calibrations</li> <li>6. That the sum of £62.87 be paid to Paxtons – weedkiller</li> <li>7. That the sum of £107.99 be paid to Mrs A Foster – Hoover</li> </ol> <p>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</p> <ul style="list-style-type: none"> <li>• Zurich - vehicle insurance £534.22</li> <li>• Net Island - website final payment £175.00</li> <li>• Omega - asbestos inspection £210.00</li> <li>• CDS - alarm maintenance £108.00</li> <li>• Angela Foster - phone top up for Brian and cleaning for pavilion £13.50</li> <li>• Max recycle - refuse collection £1,649.23</li> <li>• BHIB - insurance £1306.01</li> <li>• DCC pensions £373.34</li> <li>• HMRC £729.18</li> <li>• Brian Quinn April salary £1261.26</li> <li>• Angela Foster April salary £657.08</li> <li>• Fuel Genie £24.00</li> <li>• CDALC subs - £742.70</li> <li>• Angela Foster May salary £657.08</li> <li>• Brian Quin May salary £1261.26</li> <li>• Pension DCC £373.34</li> <li>• Gordon Fletcher audit £125.00</li> <li>• Catering 24 (via Angela Foster) £267.15</li> <li>• Set up a direct debit for £35.00 to ICO - this is a £5 reduction by paying by D/D</li> </ul>

	<b>(b)</b>	<p><b><u>Receipts</u></b></p> <p><b><u>Resolved:</u></b> That the following receipts be noted:</p> <ol style="list-style-type: none"> <li>1. That the sum of £57,431.55 was received from DCC – precept/LCTSS grant</li> <li>2. That the sum of £500.00 was received from AAP – Covid 19 grant</li> <li>3. That the sum of £786.90 was received from HMRC VAT reclaim</li> </ol>
9.		<p><b><u>Date of Next Meeting</u></b></p> <p>1 July 2020 to commence at 1.00pm (this to be a virtual meeting)</p> <p>The meeting terminated at 3.10 pm</p> <p style="text-align: right;"><b>Chairman</b> <b>Date</b></p>

## Appendix 1

w/c 23 March

DM/20/00630/AD	Story Homes Ltd	Site Of Former Finchale Training College Durham DH1 5RX	Erection and Display of 1no non-illuminated fascia sign, 5no non-illuminated pole mounted signs, 2no non-illuminated flag signs, 1no non-illuminated swing sign and 1no non-illuminated totem sign
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w/c 13 April

DM/20/00840/FPA	Mr Jack Redgate	1 Westcott Drive Framwellgate Moor Durham DH1 5AG	1 no 2.5m wide velux style dormer and 4no velux windows to front, dormer to rear and relocation of 1 no. first floor window within gable elevation
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w/c 4 May

DM/20/01070/FPA	Mr Stephen McCaffery	11 Kira Drive Pity Me Durham DH1 5GU	Single storey rear extension
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w/c 25 May

DM/20/01256/FPA	Mr & Mrs Curry	7 Witton Grove Framwellgate Moor Durham DH1 5AB	Conversion of Original Integral Side Garage to Residential Accommodation, First Floor Side and Two-Storey Rear Extensions
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