

FRAMWELLGATE MOOR PARISH COUNCIL

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

framwellgatemoorparishcouncil@yahoo.co.uk



30 December 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 3 February 2021 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 6 January 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 ongoing items (below)

a) **Planning Applications**

These have previously been sent via e-mail – view online for location/details (if any)

See attached sheet - (appendix 1)

Decision needed - What recommendations to give

b) **County Councillors report** - For discussion only (decision / action to be placed on next agenda unless prior notice received)

c) **Members report** - For discussion only (decision / action to be placed on next agenda, unless items are submitted prior to published agenda)

d) **Notes from working groups – previously circulated** - To receive update from building and grounds / finance and governance joint meeting - To note or agree to any suggestion's / ideas brought forward (if so, it will be a separate agenda item)

e) **Asbestos inspection**

Recommendations from the working group was to go with the quote from Omega for the annual inspection of £175 + vat. The Clerk is required to attend an annual refresher for £25.00

Decision needed – To agree to going with Omega and to have the Clerk attend the refresher.

f) **War Memorial Garden**

Recommendations from the working group was to go with the quote from IHL of £5,150 to install resin bound surfacing around the memorial. To note update re asset transfer.

Decision needed – To agree to going with this quote.

g) **Clerks hours**

As per discussion at the January meeting. To formally approve the Clerk to raise her hours from 12 to 14 per week. To commence 1 April 2021. The contract of employment to be amended and signed.

Resolved: To agree to hours increased and the Chair to sign the amended contract.

h) **Newcastle Terrace**

A request has come in from New College Durham, asking if they could purchase the land at Newcastle Terrace. To note there are covenants on the land and discussions will need to take place in depth with the College before any decision can be made.

Decision needed - To agree to next steps

i) **Report from Greenkeeper** – To note report

j) **Equipment for spreading salt (hopper) for Parish Vehicle**

To discuss any update on the hopper from Cllr Wilkes

k) **Policy Review** - To accept policies that have been reviewed/adopted by Finance working group (remotely) - all policies to be uploaded onto website.

Decision needed – To agree the Chair sign off the following policies - (Dignity at Work, Conflict of Interest were for review and GDPR to adopt)

l) **Training** (regular agenda item) - To note any training sessions coming up. To agree to any members/staff attending

- Elections training 9 February – the Clerk and Cllr Dawson request to attend £10 each

Decision needed – To agree to the Clerk and Cllr Dawson attend

m) **Correspondence received** (for discussion / decision / action or to be placed on next agenda)

- Letter received from Durham Constabulary re letter sent for precept increase
- To note income received from Ofgem

n) **Correspondence received after agenda published** (to note only)

o) **Urgent issues for noting** (Clerk to use delegated powers) **and any items Councillors wish to agenda for next meeting**

8. FINANCIAL MATTERS - To approve payments below to be paid by BACS

Payments - The following to be approved and paid by BACS following the meeting

- a) That the sum of £1,261.26 be paid to Mr B Quinn Greenkeeper (February 2021 wage)
- b) That the sum of £674.96 be paid to Mrs A Foster - Parish Clerk (February 2021 wage)
- c) That the sum of £373.34 be paid to Durham County Council Pension Fund
- d) That the sum of £397.20 be paid to Online playgrounds – matting for Abbey Road
- e) That the sum of £11.99 be paid to Zoom – paid via Pay Pal monthly
- f) That the sum of £201.17 be paid to Anglia Water – direct debit
- g) That the sum of £77.96 be paid to Octopus – direct debit
- h) That the sum of £7.00 be paid to Lloyds bank – service charge
- i) That the sum of £37.81 be paid to EE phone – direct debit
- j) That the sum of £50.00 be paid to Durham City Youth for grant – standing order


Receipts – that the following amounts be noted

- a) That the sum of £1,937.87 received from HMRC Vat reclaim
- b) That the sum of £1.10 was received Natwest
- c) That the sum of £7.52 was received from Stripe – tennis booking

9. DATE AND TIME OF NEXT MEETING

3 March 2021 to commence at 1.00pm virtual meeting

Yours faithfully



Angela Foster - Parish Clerk / RFO

Appendix 1

w/c 11 January 2021

DM/20/03571/FPA	Finchale Abbey Farm Brasside Durham DH1 5SH	Installation of a ground-mounted solar thermal system for production of hot water for adjoining shower block
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w/c 18 January 2021

DM/21/00039/FPA	42 Front Street Framwellgate Moor Durham DH1 5EE	Single storey rear extension to improve kitchen/dining room space
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w/c 25 January 2021

DM/21/00157/FPA	12 Dryburn Road Framwellgate Moor Durham DH1 5AJ	Proposed loft conversion with dormer, single storey rear extension and garage extension to side
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DM/21/00158/FPA	1 Abbey Road Pity Me Durham DH1 5DQ	Two storey extension to rear, front porch and to widen existing drive
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