

FRAMWELLGATE MOOR PARISH COUNCIL

Minutes of a Meeting of the Framwellgate Moor Parish Council held at the Pavilion, Framwellgate Moor on 1 September 2021 at 6.30pm



Present: Councillors – K Willis (Chair) P Dawson (Vice Chair), A Hopgood, G Blenkiron, T Moderate, M Wilkes, SD Williams, D Wheeler, M Simmons and J Thorns

Also in attendance - A Foster - Parish Clerk

The Annual Parish Meeting took place before the full council meeting, only one resident attended. The Chair gave an update on the work the Parish had undertaken during the last 12 months. She welcomed the new councillors and thanked all the members for working so well together.

1. **Apologies for Absence:**

Cllr C Hillary gave his apologies.

2. **Disclosable Pecuniary Interests**

Cllr Moderate declared an interest in agenda item A

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

No questions submitted

4. **Police Report:**

PCSO's Bell and Lawrence attended the meeting. Issues relating to youths taking drugs on the King George Field has been reported several times. A suspicious gentleman has been spotted in the play area. The police to keep patrolling the area.

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

Resolved: That the minutes of the meeting held on 14 July 2021, were approved, and was signed by the Chairman.

6. **Minutes of the Extraordinary meeting (previously circulated)**

Resolved: That the minutes of the meeting held on 24 August 2021, were approved, and was signed by the Chairman

7. **Clerks report – update from previous meeting**

Nothing to report

8. Parish Matters and on-going items

Cllr Moderate declared an interest and left the meeting whilst discussions took place

a) Exit interview for retiring groundsman

The Chair distributed notes from the exit interview held with the retiring groundsman. There were several issues raised by him during the meeting, the Chair felt the Council failed him during his employment with the following issues, lack of PPE and risk assessments not carried out, which the council agree to resolve moving forward.

Cllr Moderate returned to the meeting

b) Planning Applications

See appendix 1

Resolved: To recommend approval to all except the fence at New College. The Clerk to contact planning regarding the application for the fence with an objection.

c) Planning application DM/21/00911/FPA Site Address: Allotments To The West Of 5 To 10 Front Street

No update as awaiting the committee meeting

d) Sniperley Park

Cllr Hopgood is continuing to monitor the situation and will report back as there is still no master plan in place, so no planning application can be submitted.

e) Extraordinary meeting update

The job application form, job description, job spec was all submitted for approval. No applications for cleaner have been received. Two quotes for a window cleaner were sought ranging from £15 to £20.

Resolved All documents were approved and will now be uploaded onto the website. The closing date is 20 September. Re advertise for a cleaner. The window cleaner to be used comes in at £15 per month.

f) County Councillors Report

Cllr Wilkes gave an update on improving the Front Street and the Co-op carpark
Cllr Hopgood updated on Durham Moor Crescent to remove diseased trees and replace with new.

Cllr Simmons noted there is a lack of foster carers in the County.

g) **Members Report**

Nothing to report

h) **Notes from working groups – previously circulated**

The virtual meetings for Finance & Governance and Building & Grounds working groups

No meeting took place. The B&G meeting to be postponed until later in the year.

i) **Desk for Clerk / fridge**

The Clerk noted the desk she currently uses is not fit for purpose. She requested a new one. The fridge has broken and failed a PAT test, a new one is required.

Resolved: It was agreed to purchase a new larder fridge. Cllr Hopgood to see if any spare desks are at County Hall. To get old fridge removed.

j) **Annual Governance and Accountability Return (AGAR)**

The Clerk noted the AGAR is back from Mazars and the council have received an unqualified audit. The Clerk to advertise the notice of completion.

k) **Monthly reconciliation**

The Clerk distributed the monthly reconciliation

Resolved: It was signed by Cllr Williams

l) **SLA for HR services**

Durham County Council have offered an SLA for HR services at a cost of £70 per hour.

Resolved: It was agreed to implement the SLA and the Clerk to sign the documents.

m) **CDALC – area representation**

Up to three members from each Parish Council can attend these meetings.

Resolved: It was agreed Cllrs Dawson and Willis to attend

n) **Allotments**

Cllr Wilkes is continuing to speak to Durham County Council re the tendering process. He is looking at several cheaper alternative options.

o) **Tree at King George**

It was noted another tree is dead, a cost to remove has come in at £500

Resolved: It was agreed to go with this quote.

p) **Queens Platinum Jubilee**

A new working group to be formed to discuss what events to hold. Cllrs Wheeler, Willis, Dawson, Williams and Simmons to arrange a meeting.

q) **Policy review**

All policies have been distributed for approval prior to the meeting and reviewed by Cllr Simmons

Resolved: The Chair to sign – Lone worker, Health and Safety, Grievance and Discipline and Public Filming

r) **Litter picking on the Front Street**

Cllr Williams would like to see litter picking take place. Cllr Wilkes noted the wardens will be more visible once the college students return. The Clerk to speak to Belinda Snow and ask for the warden to attend the next meeting.

s) **Training**

Several training sessions have been arranged with Parkinsons training at £30 per person. The Clerk to re send to see if anyone is interested.

t) **Correspondence received**

Nothing received

u) **Correspondence received after agenda published**

Nothing received

v) **Urgent issues for noting** - (The Clerk to use delegated powers). Any items members wish to place on next month's agenda

8. **Financial Matters**

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

- a) That the sum of £787.45 be paid to Mrs A Foster - Parish Clerk (September 2021 wage)
- b) That the sum of £11.99 x 2 be paid to Zoom – paid via Pay Pal monthly
- c) That the sum of £18.21 + 51.00 be paid to Octopus – direct debit
- d) That the sum of £7.00 + £14.70 be paid to Lloyds bank – service charge
- e) That the sum of £40.28 + £38.27 be paid to EE phone – direct debit
- f) That the sum of £50.00 x 2 be paid to Durham City Youth for grant – standing order
- g) That the sum of £258.50 be paid to Anglian Water – standing order

To note the following were paid during the summer recess agreed at the July meeting

- h) That the sum of £1,483.20 be paid to Mr B Quinn Greenkeeper (August 2021 wage) Final salary.
- i) That the sum of £787.45 be paid to Mrs A Foster - Parish Clerk (August 2021 wage)
- j) That the sum of £381.47 be paid to Durham County Council Pension Fund
- k) That the sum of £210.00 was paid to Stewed Apple – newsletter print
- l) That the sum of £290.00 was paid to D Savarino – newsletter delivery
- m) That the sum of £400.00 was paid to S Mole – tree surgeon

The following to be approved and paid by BACS following the meeting.

- n) That the sum of £108.22 be paid to Mrs A Foster – reimbursement cleaning/avast/key cabinet
- o) That the sum of £1,483.20 be paid to Turfcare – weekly maintenance of bowling green
- p) That the sum of £721.68 be paid to CIA – tennis court gate contract
- q) That the sum of £90.00 be paid to CDALC – training
- r) That the sum of £25.50 be paid to Fuel Genie
- s) That the sum of £29.03 be paid to Cartridge save – paid via pay pal
- t) That the sum of £599.96 be paid to Batsons - grass cutting
- u) That the sum of £360.00 be paid to Mazars – external audit

Receipts – that the following amounts be noted

- a) That the sum of £345.61 was received from tennis bookings July/August
- b) That the sum of £124.81 was received from MUGA booking July/August
- c) That the sum of £70.00 was received from Forest group
- d) That the sum of £1,477.39 was received from HMRC – VAT reclaim
- e) That the sum of £200.00 was received from casual bowlers
- f) That the sum of £300.00 was received from Durham City Football – donation

9. Date of Next Meeting

6 October 2021 to commence at 6.30pm

The meeting terminated at 8.45pm

Chairman

Date

Appendix 1 – Planning Applications - agenda item A

w/c 19 July 2021

DM/21/02109/FPA	New College Durham Framwellgate Moor Durham DH1 5ES	Erection of a 4.5m high FA standard football pitch boundary fence
DM/21/02425/FPA	Highway Adjacent to McDonalds Unit L Arnison Retail Centre Pity Me Durham, DH1 5GB	Alterations to existing highway, including new filter lane, kerbed island, re-alignment of existing carriageway, and associated works to kerblines, footways and pedestrian crossing

w/c 2 August 2021

DM/21/02664/TPO	19 Rosemount Pity Me Durham DH1 5GA	Crown Reduction, Thinning and Pruning of 1No Oak Tree
DM/21/02683/FPA	Telecommunications Mast Abbey Road Industrial Estate Pity Me DH1 5HB	Removal and replacement of the existing 24 metre high monopole supporting 3 no. antennas, with a 25 metre high monopole supporting 3 no. upgraded antennas, and ancillary development thereto, including the installation of 1 no. GPS module.

w/c 9 August 2021

DM/21/02781/FPA	10 Durham Moor Crescent Durham DH1 5AW	Single storey extension to side and rear
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w/c 16 August 2021

DM/21/02748/FPA	8 Low Moor Cottages Pity Me Durham DH1 5RY	Pitched roof over existing flat roof, first floor rear extension and detached garage (amended proposal)
DM/21/02756/FPA	Priory Gill Brasside Durham DH1 5SF	Erection of single-storey extension to rear (west elevation), dormer windows to northern elevations and 1.8m high close boarded fence to northern boundary.

w/c 23 August 2021

DM/21/02929/FPA	17 Witton Grove Framwellgate Moor Durham DH1 5AB	Convert and extend garage into an accessible bedroom and en- suite.
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