

## FRAMWELLGATE MOOR PARISH COUNCIL

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

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



28 April 2022

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

(Councillors K Willis (Chair) P Dawson, G Blenkiron, A Hopgood, T Moderate, FM Simmons, M Wilkes, D Wheeler, SD Williams, M Ferguson and M Charlton)

Dear Sir / Madam

You are hereby summoned to attend a meeting of the **FRAMWELLGATE MOOR PARISH COUNCIL** which will be held at the Pavilion, Front Street, Framwellgate Moor on **Wednesday 4 May 2022 at 6.45pm.**

### 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 agree both new councillors are given dispensation for both trusts – to sign their application for dispensation
3. To receive and accept any Disclosable Pecuniary Interests or any other interests from members in any item to be discussed. To remind members, if any changes in circumstances, that new forms need to be submitted
4. Questions and comments from members of the public – maximum 5 minutes per item / per individual (15 minutes in total)
5. To receive Police report (for information only)
6. To receive and approve the minutes of the meeting held on 6 April 2022 (copy attached)
7. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not on agenda
8. 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 below full details in appendix 1

- 21 Garden Avenue

**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) **Allotments** - To note any update from Cllr Wilkes.

Cllr Wilkes will be preparing the planning application for the allotment site. The cost is £585 which is half price.

**Decision needed** The Clerk to arrange payment if all agree

e) **Head of Terms Memorial Garden** – To note head of terms received from Asset Transfer for the Memorial Garden. A solicitor has been appointed.

f) **Parish Vehicle** - To discuss all issues raised from DCC to repair the JCB. Costs to lease a van have been sourced from Cllr Blenkiron. To discuss where the van should be kept overnight.

**Decision needed** To agree to leasing a van. To agree to its overnight location.

g) **Internal Auditors Report**

To receive the Annual Internal Audit Report and Action Plan.

**Decision needed** – To note report and note no actions required.

h) **Annual Governance Statement**

To receive and approve the Annual Governance Statement (Section 1 of (Annual Governance and Accountability Return) AGAR Part 3) for the year ending 31 March 2022

**Decision needed** – To approve and Chair and RFO to sign the Annual Governance Statement

i) **Accounting Statement**

To receive and approve the Accounting Statements (Section 2 of AGAR Part 3) for the year ending 31 March 2022

**Decision needed** – To approve and Chair and RFO to sign the Accounting Statement

j) **Exercise of Public Rights Decision needed**

To note that the Responsible Financial Officer has set the date for Commencement of the Period for the Exercise of Public Rights as the 3 June 2022

k) **Monthly accounts** - The Clerk to distribute the bank reconciliation and bank statement for approval.

**Decision needed** – A non-signatory to sign the documents

l) **Jubilee event** – To receive any update

m) **Survey results** – To note the interim results from the recent survey re the coal tub which went in the newsletter. Further discussions re other results to go to the June meeting.

n) **Policy Review** - To accept policies that have been reviewed by Cllr Simmons - all policies to be uploaded onto website.

**Decision needed** – To agree the Chair sign off the following policies – (Freedom of Information and Dignity at Work. All members to sign this document)

o) **Report from Groundsman** – To receive an update

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

- Nothing planned

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

- Nothing received

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

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

## **9. FINANCIAL MATTERS - To approve payments below to be paid by BACS**

### **Payments - The following to be noted as regular payments.**

- a) That the sum of £798.81 be paid to Mrs A Foster - Parish Clerk (May 2022 wage)
- b) That the sum of £1,354.96 be paid to Mr C Elton – Groundsman (May 2022 wage)
- c) That the sum of £412.08 be paid to DCC pensions
- d) That the sum of £362.74 be paid to HMRC
- e) That the sum of £11.99 be paid to Zoom – paid via Pay Pal monthly
- f) That the sum of £5.00 be paid to Smarty – paid via Pay Pal monthly
- g) That the sum of £329.10 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 £10.92 be paid to EE phone – direct debit
- j) That the sum of £50.00 be paid to Durham City Youth for grant – standing order
- k) That the sum of £67.09 be paid to Fuel Genie

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

- l) That the sum of £552.00 be paid to CDS – CCTV – remaining balance
- m) That the sum of £739.83 be paid to CDALC – subscription
- n) That the sum of £64.37 be paid to Mrs A Foster – cleaning/sprinkler
- o) That the sum of £125.00 be paid to Gordon Fletcher – Internal Auditor
- p) That the sum of £585.00 be paid to DCC – planning application if agreed
- q) That the sum of £3,150 be paid to Turfcare – bowling green repairs (part payment)
- r) That the sum of £65.22 be paid to Paxtons – various supplies
- s) That the sum of £18.0 be paid to Mrs A Foster – travel expenses
- t) That the sum of £190.80 be paid to Value Products – first aid kits (paid via pay pal)

### **Receipts – that the following amounts be noted**

- a) That the sum of £80.00 was received from Forest School
- b) That the sum of £160.00 was received from Durham Deaf
- c) That the sum of £37.65 was received from Tennis bookings
- d) That the sum of £230.00 was received from HMRC – vat reclaim
- e) That the sum of £60,423.93 was received from DCC – precept
- f) That the sum of £10.00 was received from DCC

## 10. DATE AND TIME OF NEXT MEETING

1 June 2022 to commence at 6.00pm at the Pavilion

**Yours faithfully**



**Angela Foster - Parish Clerk / RFO**

## Appendix 1

w/c 19 April 2022

DM/22/01071/FPA

21 Garden Avenue  
Framwellgate Moor  
Durham  
DH1 5EQ

Flat roof dormer and flat roof  
single storey front extension