

FRAMWELLGATE MOOR PARISH COUNCIL

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

framwellgatemoorparishcouncil@yahoo.co.uk



26 May 2022

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

(Councillors K Willis (Chair) P Dawson, G Blenkiron, A Hoppood, 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 6 July 2022 at 6.00pm.**

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. Vacancy – As no election was called, the council are now able to co-opt.
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 1 June 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

- 3 x North Durham Retail Park

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.

e) **Bowling green** – To discuss purchasing new mats and what fees received

Decision needed – To agree to purchasing new mats

f) **Internet** – In order to get Wi-Fi in the Pavilion BT have to install a pole, costs approx. £600, awaiting confirmation of costs from BT

Decision needed – To agree to having pole installed.

g) **Parish Vehicle** – A magnetic sign has been ordered at £37.88 for the side of the van to advertise the Parish. A tracker system has been installed as per insurance instructions at a cost of £259.97 and insurance has been put in place at cost of £658.11

h) **History group** – Cllr Williams requests a history group to be created. She will update the council.

Decision needed – To agree to the group using the Pavilion

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

Decision needed – To approve and a non-signatory to sign the documents

- j) **New accounts software** – The Clerk has started the training for the new accounts package and will be up and running by the September meeting. There is a backup system available with Rialtas at a cost of £185 per annum. This will back up the accounts and they will check that all the details are entered correctly. As the system is quite complicated, the Clerk requests this to be put in place for the first year.

Decision needed – To agree to getting the backup system put in place.

- k) **Notice Boards** – To discuss state of notice boards and possibly replacing the one at the King George and repairing others.

Decision needed To agree to purchase new noticeboard and repairing the others.

- l) **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 – (football hire agreement / bowling agreement / members allowance and seating)

- m) **Coal tub/seats/interpretation boards** - The application for 106 art funds has been submitted and awaiting on approval.

- n) **Remembrance Day parade** – To discuss the event in November and the road closure

Decision needed – To agree to going through the Safety Advisory Board and to book a traffic management company

- o) **Zoom** – To discuss if to cancel subscription

Decision needed – To agree/disagree to cancellation

- p) **Food bank** – After discussions at the last meeting it was suggested the Parish Council helping.

Decision needed – To agree to giving help via funding or other ways

- q) **Emails** – To ask all councillors if they wish to receive emails via BCC or to everyone.

- r) **Report from Groundsman** – To receive an update

- s) **Training** (regular agenda item) - To note any training sessions coming up. To agree to any members/staff attending
 - Nothing planned
- t) **Correspondence received** (for discussion / decision / action or to be placed on next agenda)
 - Mayors appeal – request for funding towards Durham Samaritans
- u) **Correspondence received after agenda published** (to note only)
- v) **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 (July 2022 wage)
- b) That the sum of £1,354.96 be paid to Mr C Elton – Groundsman (July 2022 wage)
- c) That the sum of £412.08 be paid to DCC pensions
- d) That the sum of £362.94 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 £68.84 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 £148.93 be paid to Fuel Genie
- l) That the sum of £658.11 was paid to Zurich insurance (Paid)
- m) That the sum of £259.97 was paid to TruTrak (Paid)

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

- n) That the sum of £390.53 be paid to DCC – legionella SLA
- o) That the sum of £13.00 be paid to Mrs C Elton – new padlocks
- p) That the sum of £291.00 be paid to Turfcare – fertiliser and spreader
- q) That the sum of £17.25 be paid to Paxtons
- r) That the sum of £37.88 be paid to Vista print (paid via Pay Pal)
- s) That the sum of £63.02 be paid to Mrs K Willis – Jubilee/cups/refreshments

- t) That the sum of £130.26 be paid to Mrs A Foster – Office 365/cleaning/plaque
- u) That the sum of £531.40 be paid to Batsons – grass cutting

As there is no meeting in August - to approve paying salaries/pension/HMRC in August.

Receipts – that the following amounts be noted

- a) That the sum of £42.00 was received from WI
- b) That the sum of £64.16 was received from Tennis bookings
- c) That the sum of £32.25 was received from the MUGA
- d) That the sum of £50.00 was received from casual bowlers
- e) That the sum of £780.95 was received from Eon – solar panels
- f) That the sum of £147.00 was received from Durham Deaf
- g) That the sum of £62.00 was received from Durham Football Club
- h) That the sum of £40.04 was received from Ofgem – heat pump

10. DATE AND TIME OF NEXT MEETING

7 September 2022 to commence at 6.00pm at the Pavilion

Yours faithfully



Angela Foster - Parish Clerk / RFO

Appendix 1

w/c 14 June 2022

DM/22/01608/AD	Aldi Unit 3 North Durham Retail Park Pit Lane Newton Hall	2no. Illuminated Building Mounted Signs 1no. Building Mounted Sign - Vinyl
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w/c 21 June 2022

DM/22/01678/AD	23.5 Degrees Limited Unit 4 North Durham Retail Park Pit Lane Newton Hall	6no fascia signs, 2no directional signs, 2no menu boards, 1no totem pole and 1no clearance bar
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DM/22/01684/AD	T.J.Morris Ltd Unit 2 North Durham Retail Park Pit Lane	Erection and display of 1no illuminated fascia sign to front
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