

**FRAMWELLGATE MOOR PARISH COUNCIL**

**Minutes of a Meeting of the Framwellgate Moor  
Parish Council held at the Pavilion, Framwellgate Moor on  
6 July at 6.00pm**



**Present:** Councillors – K Willis (Chair), G Blenkiron, T Moderate, D Wheeler, SD Williams, and M Charlton

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

1. **Apologies for Absence:**

Apologies received from Cllrs M Wilkes, A Hopgood, P Dawson and FM Simmons

2. **Disclosable Pecuniary or any other Interests**

No members declared any interests

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

No members of the public in attendance, but one resident was unhappy about the location of the new oak tree.

4. **Police Report:**

No report submitted and no police in attendance. The Clerk has reported to the police the damage caused to the steps. Unfortunately, the CCTV footage does not show who did the damage so no police action can be taken.

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

**Resolved** That the minutes of the meeting held on 1 June 2022, were approved, and was signed by the Chairman.

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

Nothing to report

## 7. Parish Matters and on-going items

### a) Planning Applications

See appendix 1

**Resolved:** To recommend approval.

### b) County Councillors Report

No county councillors present

### c) Members Report

Cllr Blenkiron wishes to ask Cllr Wilkes if any road scrapings can be sought in order to create a slope instead of repairing the steps.

The Chair has the mugs to give to councillors. If they wish to purchase any it will be £5 per mug. Cllrs Willis, Moderate and Wheeler all gave £10 each.

### d) Allotments - No update as Cllr Wilkes was not present.

### e) Bowling green update

A request for new mats was received at a cost of £127 for 12. A rotary feeder and feed needed to be purchased in order for the green to be fed correctly.

**Resolved:** It was agreed to purchase 6 mats at a cost of £67.50

### f) Internet

As it was previously agreed to install Wi-Fi in the Pavilion, the Clerk contacted BT it then became apparent that a new pole would need to be installed in order to get the line into the area. BT have quoted approx. £600. Awaiting exact information.

**Resolved:** It was agreed to get the pole installed so the Clerk can arrange WiFi.

### g) Parish Vehicle

The van has arrived, new magnetic signs have been ordered and tracker installed. Insurance is now in place.

### h) History group

Cllr Williams discussed starting a new history group.

**Resolved:** It was agreed to offer the group to use the Pavilion for 3 months for free.

i) **Monthly accounts**

The Clerk distributed the bank reconciliation, budget and bank statement for approval

**Resolved:** The documents were approved and signed by Cllr Charlton

j) **New accounts software**

The Clerk has carried out 3 training sessions and the system will be live very soon. The Clerk to contact HMRC to register to make tax digital. She has requested a back up system be put in place from Rialtas at a cost of £185 per year. As the system is quite complicated this will endeavour all the data is correctly implemented.

**Resolved:** It was agreed to get the data back up system

k) **Notice boards**

The Chair has requested a new notice board be purchased for King George and that one be moved to the Avenue.

**Resolved:** It was agreed the Clerk to get costs of a black metal notice board.

l) **Policy review**

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

**Resolved:** The Chair to sign – (football hire agreement / bowling agreement / members allowance and seating). All members to sign the use of vehicle document to say have read and agree.

m) **Coal tub**

No update awaiting confirmation of Section 106 funding.

n) **Remembrance Day parade**

As last year came into difficulties with the road closure, the Clerk recommends starting the process early. She to contact the Safety Advisory Group and to book a traffic management company. The Chair asked if the Parish could arrange a wreath like in previous years.

**Resolved:** It was agreed to go through the SAG and arrange application form and get the traffic management company to give prices to close all the road off. All agreed to arrange wreath. Cllr Wheeler to organise.

o) **Zoom**

As this platform is no longer allowed for holding meetings, it was suggested cancelling the subscription.

**Resolved:** It was agreed to cancel subscription

p) **Food bank**

After discussions on how to help, it was suggested giving £50 donation.

**Resolved:** It was agreed to give £50

q) **Emails**

The Chair asked if members wish to receive emails from the Clerk via BCC or addressed to everyone. A resident has asked the Chair why the County Councillors do not have parish emails. It was suggested they be created.

**Resolved:** It was agreed to get the County Councilors parish email addresses set up.

r) **Report from Groundsman**

A report was received from the groundsman. An increase in drug paraphernalia this month, still awaiting his lawnmower to be repaired, he has borrowed one from the company until his is fixed to keep on top of the work. There is a hole in the fence leading to the school. This has been reported. He is very happy with the van and is able to carry out much more work. He will be receiving training from Turfcare on how to maintain the bowling green, if other councillors wish to attend, they are welcome. The Chair has raised a few issues which will be monitored under the staff appraisals.

s) **Training**

No training planned

t) **Correspondence received**

- Mayors appeal – request for funding towards Durham Samaritans

**Resolved:** It was agreed to give £50 donation

u) **Correspondence received after agenda published**

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

## **9. Financial Matters**

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

- a) That the sum of £798.61 be paid to Mrs A Foster - Parish Clerk (July 2022 wage)
- b) That the sum of £1,384.58 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 £53.02 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
- v) That the sum of £261.57 be paid to Alphabet finance – car lease (paid by DD)
- w) That the sum of £1,569.42 be paid to Alphabet finance – deposit for car lease
- x) That the sum of 778.80 be paid to Rialtas – accounts package

As no meeting in August, it was agreed to do payment for salaries/tax/pension

### **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 of Next Meeting**

6 July 2022 to commence at 6.00pm

The meeting terminated at 8.00pm

**Chairman**  
**Date**

**Appendix 1 – Planning Applications - agenda item A**

w/c 14 June 2022

DM/22/01608/AD	Aldi Unit 3 North Durham Retail Park Pit Lane	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	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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w/c 4 July 2022

DM/22/01850/PNS	Low Newton Prison And Young Offenders Institution Low Newton Remand Centre Finchale Avenue Brasside Durham DH1 5YA	Prior notification for the installation of 56.55KW system of 145 x 390W solar modules on the kitchen facility within HMP Low Newton.
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