

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 Hopgood, T Moderate, FM Simmons, M Wilkes, D Wheeler, SD Williams 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 5 October 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

To note the Clerk has handed in her notice and will finish work on 28th October 2022 - To discuss the future Clerks position.

2. Vacancy – To note only one application received for the vacancy. If successful, that applicant will sign their declaration of acceptance and take their seat on the council.
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) To discuss funding for PACT meeting out of PCC budget.
6. To receive and approve the minutes of the meeting held on 7 September 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)

Yours faithfully

Angela Foster / Clerk / RFO

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

- Site Of Former Eddis Business

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) **Groundsman** – To discuss recent situation regarding groundsman and moving forward, to agree to what if any entitlements he is due. To agree to dates to advertise for new groundman.

f) **Budget setting** – To discuss starting the process of budget setting, to agree to holding a working group meeting, to decide on dates and which members wish to be involved.

g) **Asbestos survey** – The cost to have the survey carried out by Omega is £175

Decision needed Agree to having it carried out

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

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

i) **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 – (gifts and hospitality / anti-fraud and corruption / appraisal / grant awarding and recruitment and selection)

j) **Memorial garden update** – To note any update

- k) **Gates at play area King George V** - The small gate spring has broken and is not able to be repaired. A Cost to replace the gate is in region of £1,200, this does not include installation. The large gate is not a self-closing gate and is being left open and is dangerous.

Decision needed - To agree to getting gates replaced or not, or putting this down for next years project.

- l) **Newsletter** – To discuss items to be added into the newsletter

Decision needed - To agree to get printed and distributed by previous suppliers

- m) **Condolence book for Queen Elizabeth II death** – A book on condolence needed to be purchased quickly following the Queens sudden death, the Clerk used delegated powers to purchase. The company are offering a binding service for £150

Decision needed – To agree / disagree

- n) **Remembrance Day parade** – Cllr Charlton is not allowed to carry out the first aid for the event, it might be the council has to pay for this service.

- o) **Warm open spaces** – To discuss possibility of opening up the Pavilion to offer residents an opportunity to stay warm

Decision needed – To agree to opening the Pavilion

- p) **Emails** – To check if County Councillors have set up their parish email addresses.

- q) **Flag and flagpole** - To discuss purchasing a flagpole and flag for the memorial garden – costs under £200

Decision needed – To discuss purchasing

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

- Nothing planned

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

- Request from Durham Radio for donation

- t) **Correspondence received after agenda published** (to note only)
- u) **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.

The following to be approved and paid by BACS or direct debit following the meeting

- a) That the sum of £798.81 be paid to Mrs A Foster - Parish Clerk (October 2022 wage)
- b) That the sum of £???? be paid to Mr C Elton – Groundsman (final salary)
- c) That the sum of £???? be paid to HMRC
- d) That the sum of £36.71 be paid to Octopus – direct debit
- e) That the sum of £7.00 be paid to Lloyds bank – service charge
- f) That the sum of £20.92 be paid to EE phone – direct debit
- g) That the sum of £50.00 be paid to Durham City Youth for grant – standing order
- h) That the sum of £37.34 be paid to Fuel Genie
- i) That the sum of
- j) That the sum of £475.68 be paid to Batsons – grass cutting
- k) That the sum of £261.57 be paid to Alphabet finance – car lease (paid by DD)
- l) That the sum of £89.56 Be paid to Mrs A Foster – for Queens memorial
- m) That the sum of £26.75 be paid to Mrs A Foster – hand towels
- n) That the sum of £70.00 be paid to Mrs K Willis – for Queens memorial/key lock
- o) That the sum of £20.00 be paid to Mr P Dawson – key lock
- p) That the sum of £2,000 be paid to DCC – allotments donation as agreed.
- q) That the sum of £282.00 be paid to Alto energy – heat pump service

Receipts – that the following amounts be noted

- a) That the sum of £21.00 was received from WI
- b) That the sum of £80.20 was received from Tennis bookings
- c) That the sum of £17.00 was received from the MUGA
- d) That the sum of £147.00 was received from Durham Deaf
- e) That the sum of £1.98 was received from Ofgem – heat pump

10. DATE AND TIME OF NEXT MEETING

2 November 2022 to commence at 6.00pm at the Pavilion

Yours faithfully



Angela Foster - Parish Clerk / RFO

Appendix 1

DM/22/02710/AD	GMI Construction Site Of Former Elddis Business Park Finchale Road Framwellgate Moor DH1 5HE	Display of 4 no. wall mounted letter/text signs, 2 no. internally illuminated directional signs, 2 no. internally illuminated wall mounted logo signs, 1 no. internally illuminated totem pole sign, 1 no. internally illuminated monument totem sign, 1 no. internally illuminated clearance sign and internally illuminated menu panels.
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