

FRAMWELLGATE MOOR PARISH COUNCIL

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

framwellgatemoorParishCouncil@yahoo.co.uk



27 October 2022

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

(Councillors K Willis (Chair) P Dawson, G Blenkinsop, 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 2 November 2022 at 6.00pm.**

BUSINESS

To hold one minutes silence for Remembrance Day

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 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
3. Questions and comments from members of the public – maximum 5 minutes per item / per individual (15 minutes in total)
4. To receive Police report (for information only) To discuss correspondence from Joy Allen re funding provided for Neighbourhood policing teams.
5. To receive and approve the minutes of the meeting held on 5 October 2022 (copy attached)
6. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not on agenda
7. 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

- Next
- Abbey Sports Centre

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) **Planting** – To discuss which tubs / beds the Parish will be responsible for and to discuss watering.
- e) **Clerks role** – To discuss future steps when the Clerk leaves on 18 November
- f) **Groundsman** – To note update on applicants who have applied and agree interview date
- g) **Allotments** - To note any update from Cllr Wilkes.
- 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) **Budget setting** – To discuss the first draft budget (attached)
- j) **Tree week** -To discuss applying for funding for tree week
Decision needed To agree to how much to apply for and where to plant trees
- k) **Accounts package help** – The cost to have Rialtas input date is £395 per day
Decision needed – To agree/disagree to having this service.

- 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 – (finance and internet / fire risk assessments)
- m) **Memorial garden update** – To note any update
- n) **Parish email addresses** – To discuss if to apply for the .gov email address.
- Decision needed** - To agree to applying for the email addresses.
- o) **Container for Parish vehicle** – To discuss purchasing a container to house the Parish vehicle at the Pavilion – costs range from £2,200 - £3,300
- Decision needed** – To agree to purchasing and locating container at car park.
- p) **Adventure Valley** – To discuss correspondence received regarding a foot path.
- Decision needed** – Agree to offer support
- q) **Football clubs** –To discuss recent issues
- r) **Remembrance Day parade** – To note any update for the day on 13 November.
- 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)
- Nothing received
- 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.**

8. 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 (November 2022 wage)
- b) That the sum of £??? be paid to HMRC
- c) That the sum of £86.70 be paid to Octopus – direct debit
- d) That the sum of £7.00 be paid to Lloyds bank – service charge
- e) That the sum of £20.92 be paid to EE phone – direct debit
- f) That the sum of £50.00 be paid to Durham City Youth for grant – standing order
- g) That the sum of £????? be paid to Batsons – grass cutting
- h) That the sum of £313.88 be paid to Alphabet finance – car lease (paid by DD)
- i) That the sum of £21.94 be paid to Mrs A Foster – reimbursement tubes/paper
- j) That the sum of £800 be paid to Steven Mole – tree surgeon
- k) That the sum of £49.94 be paid to Mrs K Willis – tools / clean
- l) That the sum of £26.91 be paid to Safety signs – CCTV signs
- m) That the sum of £576.00 be paid to Beacon – road closure
- n) That the sum of £255.00 be paid to Stewed Apple – newsletter printing
- o) That the sum of £320.00 be paid to Newcastle leaflets – newsletter distribution

Receipts – that the following amounts be noted

- a) That the sum of £57.76 was received from WI
- b) That the sum of £16.04 was received from Tennis bookings
- c) That the sum of £788.74 was received from HMRC - vat return
- d) That the sum of £75.00 was received from Forest School

9. DATE AND TIME OF NEXT MEETING

7 December 2022 to commence at 6.00pm at the Pavilion

Yours faithfully



Angela Foster - Parish Clerk / RFO

Appendix 1

DM/22/02864/AD

Next
Unit MSU2
Arnison Retail Centre
Pity Me
Durham

Erection and display of
replacement illuminated
lettering to front elevation

DH1 5GB

DM/22/02618/FPA

Abbey Leisure Centre
Abbey Road
Pity Me Durham DH1 5GE

Amendment to elevation to
create new entrance and
remove existing entrance