

**Chair of the Council:**  
 Cllr Karon Willis  
 39 Beech Close  
 Brasside  
 Durham  
 DH1 5YB



**Clerk:**  
 Richard Ormerod  
 The Pavilion Building, Front Street  
 Framwellgate Moor  
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 DH1 5BL  
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**Minutes of the Ordinary Meeting of Framwellgate Moor Parish Council held on Wednesday 1 November 2023 at 6pm at The Pavilion Building, Front Street, Framwellgate Moor, Durham, DH1 5BL.**

<b>1</b>	<b>Apologies for absence</b> Apologies were received from Cllrs Hopgood and Simmons.
<b>2</b>	<b>Declarations of interest and dispensation requests</b> There were none.
<b>3</b>	<b>Public participation (please notify the Chairman or Clerk in advance)</b> There was none.
<b>4</b>	<b>Draft Minutes of the Meeting of the Council on 11 October 2023</b> <b><i>Resolved: To approve the minutes as a correct record.</i></b>
<b>5</b>	<b>Clerk's report on progress since previous meeting on any subject not on the agenda</b> The Clerk had circulated a written report in advance. <b><i>Resolved: To receive the report.</i></b>
<b>6</b>	<b>Parish matters and ongoing items (see below)</b>
a	<b>Planning applications</b> There were none.
b	<b>County Councillors' reports</b> Cllr Wilkes informed the meeting that DCC was currently consulting on its budget for 2023-24 and said that parking would be a major topic. It was noted that the Government had decided not to pursue its programme of rail station ticket office closures, which had included Durham. It was noted that the new devolution deal for the North-East (excluding Tees Valley) had been announced. Cllr Wilkes asked members whether they had been contacted by MK Youth Sports, none had. Discussions took place on speed "humps" and use of hypodermic needles in the parish. Cllr Wilkes advised that any needles discovered should be reported to the Neighbourhood Wardens. They carry "sharps boxes" around with them in the vans and when they are full they are put in a locked box and collected by a contractor. <b><i>Resolved: To receive the report.</i></b>
c	<b>Members' reports</b> Cllr Blenkiron raised concerns about traffic parking on pavements in Front Street and said that this was being made possible due to the absence of street furniture that had been promised. Cllr Willis raised concerns about graffiti outside the Millennium take away.

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	<b>Resolved: To receive the reports.</b>
d	<p><b>Groundsman's report</b></p> <p>Mr Thubron had previously circulated a written report.</p> <p>A discussion took place on use of the chainsaw and the training and protective clothing needed. It was noted that the Groundsman had been asked not to use the chainsaw.</p> <p><b>Resolved: To receive the report.</b></p> <p><b>Resolved: That the chainsaw be removed from the premises and work involving use of chainsaws be done by contractors.</b></p> <p><b>Resolved: That the Clerk ask DCC what training is given to staff performing horticultural work and whether it could be provided to parish council staff.</b></p>
e	<p><b>Memorial Garden</b></p> <p>The Chair informed members that there would be a meeting with DCC officers on 13 November to discuss lighting at the garden. It was noted that an electricity supply would not be in place in time for Christmas. It was noted that AAP and Section 106 funds were secured. It was noted that Cllr Blenkiron and Tim Thubron had planted a flower bed.</p> <p><b>Resolved: That a small hedge be added at the end of the garden to close off the area where the council vehicle parks.</b></p>
f	<p><b>Policy review</b></p> <p>Fire Risk Assessment Policy/CCTV Policy/Asbestos Management Plan</p> <p><b>Resolved: To accept the policies as reviewed by Cllr Simmons.</b></p>
g	<p><b>Training</b></p> <p>A discussion took place.</p> <p><b>Resolved: That the Clerk continue to circulate to members information about available training. Members should contact the Clerk if they wish to attend any.</b></p>
h	<p><b>Correspondence</b></p> <p>It was noted that the Durham AAP Board would be meeting on 15 November online.</p>
i	<p><b>Urgent matters</b> (Clerk to use delegated powers) and items for the next meeting of the council</p> <p>There were none.</p>
j	<p><b>Accounts</b></p> <p>It was noted that the council currently had £86,359.80 in its account.</p> <p><b>Resolved: That the accounts be signed.</b></p>
7	<p><b>Financial matters</b></p> <p><b>The following payments were approved:</b></p> <p>BACS</p> <ol style="list-style-type: none"> <li>a) That the sum of £TBC to be paid to Mr. Tim Thubron (Groundsman)</li> <li>b) That the sum of £TBC to be paid to Mr. Richard Ormerod (Clerk)</li> <li>c) That the sum of £7.50 to be paid to Lloyds Bank (service charge)</li> <li>d) That the sum of £TBC to be paid to HMRC</li> </ol>

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	<p><b>DIRECT DEBITS Regular Monthly Payments</b></p> <ul style="list-style-type: none"> <li>a) That the sum of £24.92 to be paid to EE</li> <li>b) That the sum of £50.00 to be paid to Durham City Youth</li> <li>c) That the sum of £313.88 to be paid to Alphabet Van Hire</li> <li>d) That the sum of £TBC To be paid to Octopus Electric</li> <li>e) That the sum of £10.00 to be paid to O2 (CCTV sim)</li> </ul> <p>The following have been paid during October:</p> <ul style="list-style-type: none"> <li>a) That the sum of £1,273.35 was paid to T Thubron (Groundsman's wages)</li> <li>b) That the sum of £788.22 was paid to R Ormerod (Clerk)</li> <li>c) That the sum of £489.54 was paid to HMRC</li> <li>d) That the sum of £338.40 was paid to Batson Grass Cutting</li> <li>e) That the sum of £72.99 was paid to Screwfix (work boots)</li> <li>f) That the sum of £44.72 was paid to Fuel Genie (vehicle fuel)</li> <li>g) That the sum of £73.04 was paid to Octopus Electric</li> <li>h) That the sum of £246.67 was paid to Wave (water rates)</li> <li>i) That the sum of £42.49 was paid to Amazon (privacy screening)</li> <li>j) That the sum of £15.99 was paid to K Willis (MUGA lights timer)</li> </ul> <p>Receipts – that the following amounts be noted for October:</p> <ul style="list-style-type: none"> <li>a) That the sum of £42.00 was received from WI (room hire)</li> <li>b) That the sum of £21.00 was received from Durham Deafened Support</li> <li>c) That the sum of £59.36 was received from Stripe (tennis)</li> <li>d) That the sum of £500.26 was received from HMRC (VAT refund)</li> </ul>
8	<p><b>Section 106 application process</b></p> <p>A discussion took place on the difficulties experienced in applying. Cllr Blenkiron said that he took exception to the tone of the response received from DCC to the parish council's recent enquiry.</p> <p><b><i>Resolved: That Stephen Reed from DCC be invited to the meeting of the council on 6 December 2023 to explain the system of applications for Section 106 funding to members.</i></b></p>
9	<p><b>System for council accounts</b></p> <p>The Clerk had previously circulated details of the offers from Rialtas and Scribe and provided a cost comparison. A discussion took place.</p> <p><b><i>Resolved: That the council move to the Scribe system with immediate effect.</i></b></p>
10	<p><b>Purchase of spring bulbs</b></p> <p>A discussion took place.</p> <p><b><i>Resolved: That the Chair and Vice-Chair order suitable bulbs from Pity Me Garden Centre.</i></b></p>
	<p><b>Cllr Wilkes joined the meeting</b></p>
11	<p><b>Durham County Council charges for planters on Front Street</b></p>

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	Cllr Wilkes confirmed to members that the parish council was not liable for the charges.
12	<p><b>Quote for electricity</b></p> <p>A quote had been received from Area Maintenance Ltd for the connecting of the cabins to the electricity supply.</p> <p><b><i>Resolved: That the council will not proceed with the quote. The Clerk to contact the company to thank them for providing the quote.</i></b></p>
13	<p><b>Men Shed</b></p> <p>A discussion took place on whether to re-establish the “Men Shed” as a drop-in service for local men on Tuesdays and Thursdays.</p> <p><b><i>Resolved: That the service be re-established.</i></b></p>
14	<b>Motions on notice.</b> There were none.
15	<b>Date and time of next meeting. <i>Resolved: That the next meeting of Framwellgate Moor Parish Council will take place on Wednesday 6 December 2023 at The Pavilion Building.</i></b>
	<b>The meeting ended at 19:50</b>

Signed:

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