

MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 19 OCTOBER 2022 AT 6.30pm

Present: Councillors Blackburn, Dolan, Henderson, McKeon, Morgan, Parker, Raine, Richardson, Ridley, Robinson, Spoons and Storey.

(Councillor Raine in the Chair)

74. APOLOGIES

Apologies for absence were received from County Councillors Blakey and Hutchinson.

75. CO-OPTION TO VACANCY ON THE PARISH COUNCIL

Vacancies had been advertised in the West Ward of the parish and the Parish Council was in a position to be able to co-opt to the vacancies. Gary Parker had expressed an interest in one of the vacant positions and had put himself forward as a candidate for consideration by the Parish Council.

Members therefore **RESOLVED that** Gary Parker be co-opted to the West Ward of Cassop-cum-Quarrington Parish Council.

76. MINUTES OF THE MONTHLY MEETING HELD ON 21 SEPTEMBER 2022

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 21 September 2022 should be agreed and signed as a true and accurate record.

RESOLVED that the Minutes of the Monthly Meeting of the Parish Council held on 21 September 2022 be agreed and signed as a true and accurate record.

77. PLANNING APPLICATIONS 2022

Applicant	Details	Resolved Action
DM/22/02708/PNA B & S M Rutherford Pilmore Farm Old Cassop Durham DH6 4QB	Erection of an agricultural livestock building	No objection

RESOLVED that the action be noted.

78. REMEMBRANCE SUNDAY

Members discussed arrangements for the Remembrance Sunday service at Bowburn. It was agreed that the Parish Council would again coordinate the wreath laying organisations and Mike Syer would be asked if he was willing to assist with the PA system and music as he did last year.

It was noted that the Parish Council did not lay a wreath at Cassop and it was suggested that this might be considered for next year.

RESOLVED that the Parish Clerk liaise with Father Livesley and the wreath laying organisations regarding the service on 13 November.

79. CLERK'S REPORT

(i) Parish Council Vacancies

A vacancy had been advertised in the West ward of the parish following the resignation of Glenn Prince. A request for an election had to be received by 17 October 2022 and as no such request was received, the Parish Council was able to co-opt to the vacancy.

(ii) Budget Monitoring – Quarterly Reports

The Budget Monitoring report for the first and second quarter of 2022/2023 was provided for Members' information.

RESOLVED that: -

- (i) the vacancy in the West ward be noted; and
- (ii) the Budget Monitoring report for quarters 1 and 2 be noted;

80. LOCAL YOUTH SERVICES

The Parish Council received the Youth Services report for October 2022.

The youth club had continued to be well attended and each club had planned their activities for the next few weeks which included cooking, arts and crafts and gym activities. It was hoped to have a Year 6 youth club up and running in January.

Funding had been secured for a holiday club during October half term which would be aimed at children in school years 4, 5 and 6.

The gym continued to be well used but the club was short of volunteers for the evening session and it was hoped to recruit more in the near future.

The outside area had been cleared and lights in the building were being changed to LEDs which would use less energy.

RESOLVED that the update be noted.

81. LOCAL FOOTPATHS AND RIGHTS OF WAY

Councillor McKeon advised that the light behind Steavenson Street was obscured by a tree but it was expected that Durham County Council would be addressing that the next day.

Councillor Richardson highlighted that people living on her estate were complaining about the cut heading down to the doctor's surgery which was very overgrown. It was unclear who would be responsible for the path as it was not believed to be adopted.

RESOLVED that the update be noted.

82. ALLOTMENTS, GARAGES AND CEMETERY

Councillor Dolan stated that a resident of Runcie Road had reported that tree roots from the allotments were breaking through their garden fence. The Chair of the Parish Council undertook to carry out a site visit to assess the situation.

The Parish Clerk advised that one of the allotments which had been identified as requiring significant attention remained in the same condition. The tenant was now in a long-term breach of the tenancy conditions and it was proposed that the Parish Council give notice on the plot.

Members had a discussion about the operation of the allotments waiting list.
(Councillor Henderson declared an interest as she was on the waiting list at the current time.)

Councillor Blackburn reported that there was some damage to the fence at Doorstep Green, opposite Burn Street, which required some attention. This would be looked into and quotations sought for the necessary work.

Dean Mackley had been asked to provide a quotation for the works required on the trees and also for some fence repairs at the cemetery and had quoted £300. Members agreed that Dean should be asked to carry out the necessary works.

RESOLVED that the information be noted.

83. COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor Hutchinson provided an written update on the following matters: -

- Bowburn Primary School
- Double yellow lines on Durham Road and Bowburn North and South industrial estates
- Litter picking
- Ongoing anti-social behaviour in the village
- Council campaign to improve recycling
- Repainting road markings
- Hanging baskets and brackets

Parish Councillors were aware that earlier in the week, without prior notice, Durham County Council had replaced lighting columns on Durham Road and had removed the Parish Council hanging baskets and brackets. The hanging baskets had been located and would be returned, however it was unclear whether the existing brackets would be suitable for the new columns.

Councillor McKeon advised that the existing commando sockets had been fitted on to the new columns. However, it had been highlighted to the Parish Council that the four-year certification period had now expired and any columns in situ, whether old or new, would require testing.

Members were extremely disappointed that the columns had been installed without consultation and without confirmation that they were fit for purpose. Councillor McKeon would take this up with Durham County Council, however the responsibility to obtain the necessary certification for the columns which would be used for Christmas light motifs had been passed to the Parish Council. The required work had been quoted as £85 per column.

Councillor McKeon informed Members that she had met the Head of Education Assets and a representative from Mary Foy MP's office at the old Bowburn Infant School site. It had been agreed that Education would release the building which would then allow other potential uses for the site; one of these was social housing and there was also a possible use of the building by an arts charity.

There had previously been a request from the Community Partnership to have a joint meeting with the Parish Council and the Police and Crime Commissioner. Councillor McKeon would propose 15 or 16 November as potential meeting dates to the PCC's Office.

Parish Councillors raised the following issue for County Councillors to look into: -

- Rules for trailers at the tip

RESOLVED that the update be noted.

84. GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

Correspondence Received from	Details of Information

85. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 31 October 2022	050304	797.38
“	Mileage/Parking Fees	136 miles @ 45p	“	61.20
“	Printing	Instant Ink Cartridges	“	4.49
HM Revenue & Customs	Monthly Deductions (G Kelly) (October 2022)	Income Tax and NI Deduction	050306 (part)	159.40
HM Revenue & Customs	Monthly Deductions (A Shutt) (September 2022)	Income Tax Deduction	050306 (part)	28.60
Andrew Shutt	Monthly Fee (September 2022)	Allotment Superintendent (gross)	050305	142.50
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (September 2022)	050307	3284.71
Andrew Shutt	Grass Cutting and Strimming	Bowburn Cemetery	050308	120.00
Blachere Illumination UK Limited	Christmas Lighting	Second Instalment	050309	1380.00
“	“	VAT	“	276.00
Ferryhill Town Band	Musical Entertainment	Dedication Event	050310	150.00
Bowburn Community Association	Room Hire and Refreshments	September and October 2022	050311	111.00

RESOLVED that these items of expenditure be noted.

ACCOUNTS (INCOME)

14 SEPTEMBER 2022 – 11 OCTOBER 2022

Name	Description	Details	£ p
WM Scott & Sons	Bowburn Cemetery	First Inscription - Prince	10.00

86. DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 16 November 2022 at 6.30pm at Bowburn Community Centre.

I agree these to be a true record of the Meeting held on Wednesday 19 October 2022 at Bowburn Community Centre at 6.30pm.

.....Chairman..... Date