

MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 20 SEPTEMBER 2023 AT 6.30pm

Present: Councillors Dolan, Henderson, Morgan, Parker, Prince, Raine, Richardson, Robinson and Shutt

(Councillor Raine in the Chair)

(County Councillors Blakey and Hutchinson were also in attendance).

53. APOLOGIES

Apologies for absence were received from Councillors Bradley, Ridley, McKeon, Spoons and Storey.

54. MINUTES OF THE MONTHLY MEETING HELD ON 16 AUGUST 2023

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 16 August 2023 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 16 August 2023 be agreed and signed as a true and accurate record.

55. COMMUNITY POLICING UPDATE

This item was deferred as local police were unable to attend for operational reasons.

56. PLANNING APPLICATIONS 2023

Applicant	Details	Resolved Action
DM/23/02612/FPA Mrs Kirsty Parkins 21B Durham Road West Bowburn Durham DH6 5AU	Change of use and conversion of existing rear garage/store to beauty salon.	No objection.
DM/23/02659/FPA 35 Lynn Crescent Cassop Durham, DH6 4RH	Single storey side extension with glazed roof.	No objection.

RESOLVED that the action be noted.

57. CLERK'S REPORT

(i) CDALC AGM

The Parish Clerk reported that the CDALC AGM was being held on Saturday 7 October 2023 at 10.00am at County Hall, Durham. The Parish Council was able to nominate two representatives to attend.

(ii) Vacant Land at Parkhill Estate

The Parish Clerk had made enquiries with Believe Housing regarding the land at Parkhill Estate. The Commercial Assets Manager had been in touch to advise that they would need more detail about the plans for the land, however they said that they would be intending to charge for the value of the land and Believe Housing's reasonable costs which were £350 surveyors fees and £565 plus VAT for legal fees. It was also suggested that the Parish Council would need to obtain some planning advice and make a change of use application.

It appeared likely that this proposal could be costly to the Parish Council and it did seem more appropriate for the land to be taken on by the residents association as they could apply for funding to move the project forward. Believe Housing had indicated that they were only interested in dealing with the Parish Council and not local residents but it was agreed that Believe should be approached again to explore whether there was another way of disposing of the land to the residents association.

(iii) Parkhill Christmas Lights

Testing of lighting columns in Parkhill was due to take place within the next few weeks with a view to identifying eight columns for Christmas motifs.

(iv) The People's Lamp Associated Seating

Andrew McKeown had advised that the four seats would shortly be ready for installation in the agreed locations. In relation to the seat which was to be placed outside the community centre, Councillor Shutt highlighted that this would have to be approved at the management committee meeting the following week.

RESOLVED that: -

- (i) Councillor Raine and Ridley be invited to attend the CDALC AGM as representatives of the Parish Council;
- (ii) further enquiries be made with Believe Housing with regard to the land at Parkhill Estate;
- (iii) the position in relation to Parkhill Christmas lights be noted; and
- (iv) the update in relation to the new seating be noted.

58. LOCAL YOUTH SERVICES

The Youth Services report for September 2023 had been submitted to the Parish Council.

The club had a great summer and over 80 different young people had enjoyed a trip with the club over the holiday period. Youth clubs had now restarted for the new term and these have been kept the same rather than the Year 9s joining the older group. This has meant that the new year 6 Youth Club was currently on hold.

The drop-in sessions on Monday, Tuesday and Thursdays evenings from 6-8pm had become the most popular sessions and would continue to be operated whilst there continued to be a need.

Fun day was a huge success despite the weather and there had been positive feedback from both children, young people and adults.

Cassop had its first youth club session after the school holidays on 14 September and there were 12 young people in attendance. It was expected that this number would increase in the coming weeks as some young people had been unable to attend due to secondary school open nights. Activities were both at the centre and the playing field as there was a football coach in attendance.

RESOLVED that the update be noted.

59. LOCAL FOOTPATHS AND RIGHTS OF WAY

Parish Councillors discussed the ongoing closure of footpaths 1 and 10 at the Integra 61 site as a further 12-month closure order had been made with effect from 1 October 2023. It was felt that this closure exceeded what had been discussed previously with the developers and there was no significant reason for the closure to continue. It was felt that this needed to be more widely publicised and it was agreed that there should be an article highlighting the situation in the Interchange.

It was noted that there was no key for the gate on bridleway 39; the padlock having possibly been removed by the Fire Service following recent incidents on the bridleway. County Councillor Blakey undertook to contact the County Council for a replacement padlock and key.

RESOLVED that the update be noted.

60. ALLOTMENTS, GARAGES AND CEMETERY

The Chair, Parish Clerk and Allotment Supervisor had met at the cemetery to discuss a specification for the works which it was felt were required to achieve the required level of maintenance.

Parish Councillors were asked to contact the Parish Clerk if they knew of any local businesses who might be interested in tendering for the works.

RESOLVED that the update be noted.

61. COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor Blakey provided updates on the following: -

- Old Bowburn Infant School
- Litter at Bowburn Cemetery
- Fly tipping

RESOLVED that the update be noted.

62. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 30 September 2023	050391	882.74
“	Mileage/Parking Fees	34 miles @ 45p	“	15.30
“	Printing	Instant Ink Cartridges	“	4.49
“	OneDrive	Subscription	“	1.99
“	Stationery	8x2nd Class Stamps Paper	“	10.75
“	Office Allowance	Quarterly	“	95.00
“	Telephone Allowance	Quarterly	“	41.00
HM Revenue & Customs	Monthly Deductions (G Kelly) (September 2023)	Income Tax and NI Deduction	050393 (part)	176.60
HM Revenue & Customs	Monthly Deductions (A Shutt) (August 2023)	Income Tax Deduction	050393 (part)	31.20
HM Revenue & Customs	Employers NIC	Parish Clerk	050393 (part)	17.21
Andrew Shutt*	Monthly Fee (August 2023)	Allotment Superintendent (gross)	050392	156.30
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (August 2023)	050394	3479.30
Wix.com	Premium Plan	Parish Website	050395	108.00
Wix.com	Domain	Annual Fee	“	11.16
Cassop Community Centre	Room Hire	August 2023	050396	37.50
Andrew Shutt*	Footpath Strimming	Interim Payment 1&2	050397	100.00
Andrew McKeown	Bowburn Artwork	Final Payment	050398	7400.00
“	“	VAT	050398	1480.00

Blachere Illumination Limited	Product Hire	Additional Motifs	050399	1722.80
"	"	VAT	"	344.56
Bowburn Community Association	Room Hire	July and September 2023	050400	

*Cllr Shutt declared an interest in the item above.

RESOLVED that these items of expenditure be noted.

ACCOUNTS (INCOME)

11 AUGUST 2023 – 14 SEPTEMBER 2023

Name	Description	Details	£ p
HMRC	VAT Reclaim	2022/2023	14,403.71

63. DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 18 October 2023 at 6.30pm at Bowburn Community Centre.

I agree these to be a true record of the Monthly Meeting held on Wednesday 20 September 2023 at 6.30pm at Bowburn Community Centre.

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