

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON  
PARISH COUNCIL HELD REMOTELY VIA ZOOM ON WEDNESDAY 20  
JANUARY 2021 AT 6.30pm**

**Present:** Councillors Blackburn, Johnson, McKeon, Morgan, Raine,  
Richardson, Ridley, Robinson, Shutt, Storey and Syer.

(County Councillors Blakey and Dunn were also in attendance).  
(Councillor Shutt was in the Chair)

**222 APOLOGIES**

Apologies for absence were received from Councillors Leake and Salisbury.

**223 MINUTES OF THE MONTHLY MEETING HELD ON 16 DECEMBER 2020**

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held remotely on 16 December 2020 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 December 2020 be agreed and signed as a true and accurate record subject to the following amendments: -

- the second paragraph of Minute 211 to read Edna *Street* rather than Edna Terrace; and
- the last sentence of the fourth paragraph of Minute 212 should read 'Councillor Syer noted that there were *a few* possible locations for a station at Bowburn but that this would need to be alongside *the* industrial access road.

**224 INTEGRA 61**

James Taylor of Citrus Group Limited was in attendance to provide an update to Members on Integra 61.

James advised that phase 5 of the development had been submitted for planning permission just before Christmas and consisted of 24 industrial units which were central to the scheme. The units would be relatively small commercial premises designed for local and regional businesses, for which there seemed to be a relatively strong market demand. The development was speculative at this point in time.

The Costa drive-thru was now operational and this was significant as it was the first of the hub uses to come forward.

With regard to housing, options were still being considered on the second site and it was possible that Citrus might partner with someone locally or sell to the market. It was envisaged that between 100 and 120 units would be built on the site.

There was interest in the wider scheme, but it was a challenging market at the current time and efforts were made to follow up any potential leads. Nationally, the distribution market had seen the biggest growth ever during 2020, however the ripple effect towards the North East had not been as large as developers would have wanted.

James stated that he was trying to identify a community representative within Amazon, which was difficult due to the type of organisation it was, but he was confident that he would be able to identify a person to liaise with in the company.

James confirmed that Amazon had the freehold of their site and were, in effect, a neighbour. Citrus owned the rest of the site except for Amazon, the first housing element had been sold to Persimmon and the second housing site would also eventually be sold.

Other commercial units on the site would be a mix; some large occupiers would take a lease agreement, some a short lease and some would buy outright. Citrus could potentially hold smaller units and lease them out and were very flexible in how the individual units would be delivered. James emphasised that Citrus would not walk away and owned the management company so would always be present.

Councillor Morgan asked if Citrus had commented on the North East Transport Plan consultation and James stated that comments had been made through Durham County Council as part of discussions on priorities for the infrastructure around Integra 61. He added that the group were actively supporting the re-opening of the Leamside line as being essential for passenger and freight transport.

Councillor Ridley noted that the advert for units said, 'for sale/rent' and James said that Citrus were keen to offer what worked for the market and this would be an open process.

Councillor McKeon referred to the issues currently being experienced by residents in Turisdale due to vehicles visiting Amazon being parked up for long periods, including overnight, in the layby at the entrance to the village. It appeared that Amazon were not concerned about the problems and if it was a 'neighbour' to the community, then it should look at providing systems and facilities which would address this problem.

Turning to the planning application for 24 industrial units, County Councillor Dunn was pleased to note that the working hours were shorter than they had been for the Amazon development and should cause less disruption. He was however, concerned about the closeness of this development to Bowburn and the two housing estates, and the potential visual and noise impact.

James commented that within the original planning consent a much larger building could have been placed on the site and, whilst proving noise shielding, it was

acknowledged that visually it would have been challenging and could have been viewed as imposing. Citrus believed that the smaller units were better visually for the second housing site and would also serve the purpose of a noise break. The noise impact for the gardens at the Persimmon site had been modelled on a worst-case scenario.

County Councillor Dunn advised that the division councillors had been consulted on the extension of the closure of footpaths going through the site, He had queried the need for this as it would seem reasonable for these to be reopened sooner rather than later.

James explained that an application was being made to stop up and divert footpaths, subject to their being no objections. It had taken some time to get plans to a stage where the Rights of Way Officer was involved, and James shared a map of the current proposals with the Parish Council.

Councillor Robinson pointed out that Footpath 1 was to be routed down the side of the sewage works, however this had been blocked with planting. Councillor Syer added that the Parish Council had objected to the proposed diversion of Footpath 10 alongside the road. It was agreed that these proposals would need to be the subject of further discussion.

James was thanked for his attendance at the meeting.

**RESOLVED** that the update be noted.

## 225 PLANNING APPLICATIONS 2021

Applicant	Details	Resolved Action
DM/20/03795/RM INTEGRA 61 (Durham) Ltd Land South of Bowburn Sewage Works and West of A688 Bowburn DH6 5NP	Reserved Matters for plot 4a of phase 5 pursuant to planning permission DM/15/03912/OUT as amended by DM/18/01597/VOC (Integra 61) for 4,844m2 of B2/B8 use (industrial/storage/distribution) & associated works	Further investigation in relation to the ecological assessment required.

## 226 A NEW ARTWORK FOR BOWBURN

The consultation for the new artwork in Bowburn had now concluded and the consultation report was submitted to the Parish Council.

Feedback was overwhelmingly positive with 97% of respondents being in favour of the project. 65% of responses were in favour of the first lamp design which was the

most traditional and well-known lamp. There were a large number of locations suggested for the seating, along with a number of job roles carried out by those working in colliery. Michele McCallum was now working on a planning application for the artwork which would be submitted shortly.

Councillor Syer suggested that the various locations for the seats could be mapped out to help visualise the proposal.

**RESOLVED** that the update be noted.

## **227 CLERK'S REPORT**

### **(i) Finance and Forward Planning Sub-Committee**

The Finance and Forward Planning Sub-Committee met on 13 January 2021 and made the following recommendations to the full Parish Council for the Parish Council Annual Budget 2021/2022 and the Revised Budget for 2020/2021:

- (i) that the Youth Services budget be increased to £38,494.61 in 2021/2022;
- (ii) that a Budget Provision of £2,000 be made for Allotments in 2021/2022;
- (iii) that the Budget Provision for Summer and Winter Planting be increased from £7,300 to £8,000 in 2021/2022;
- (iv) that the remaining Budget Provision for Neighbourhood Plan Expenses of £2,522 in 2020/2021 be rolled forward to 2021/2022;
- (v) that the Budget Provision for Neighbourhood Plan Expenses be reduced from £4,000 to £3,000 in 2021/2022;
- (vi) that a Budget Provision of £1,000 be made for Play Equipment to provide match funding for potential county council schemes;
- (vii) that the Budget Provision for Grass Cutting and Tree Pruning in the Cemetery be increased from £250 to £750 in 2021/2022;
- (viii) that the Budget Provision for the New Artwork in Bowburn be increased from £500 to £3,000 in 2021/2022; and
- (ix) that the Parish Council should demand a Precept of £66,899.44 from Durham County Council in respect of the Financial Year Ending 31 March 2021 (A Tax Base of 1684.7 multiplied by a Band "D" Council Tax Rate of £39.71). There is no increase in the Precept Demand for the current Financial Year.

## **(ii) Parish Council Risk Assessment**

The Finance and Forward Planning Sub-Committee had reviewed the Parish Council risk assessment at their meeting on 13 January 2021 and had suggested amendments. The revised Risk Assessment was presented for approval.

### **RESOLVED that: -**

- (i) the recommendations of the Finance and Forward Planning Sub-Committee be agreed; and
- (ii) the revised Parish Council Risk Assessment be agreed.

## **228 NEIGHBOURHOOD PLAN**

Councillor Salisbury was not in attendance at the meeting but had advised that he had completed the request from Durham County Council to publish all documentation on the Parish Council website, Facebook and Twitter accounts. All further matters were now being dealt with by the County Council.

The Parish Council thanked Councillor Salisbury for his efforts in the development of the Neighbourhood Plan and accordingly: -

**RESOLVED that** the update be noted.

## **229 LOCAL YOUTH SERVICES**

The Youth Services report for January 2021 had been submitted to the Parish Council.

County Councillor Blakey reported that Joanne would be providing some food services over the February half term holiday.

**RESOLVED that** the Youth Services report be noted.

## **230 LOCAL FOOTPATHS AND RIGHTS OF WAY**

There were no matters to report.

## **231 ALLOTMENTS, GARAGES AND CEMETERY**

Councillor Shutt advised that he was meeting with officers from Durham County Council the next day to investigate flooding issues in Bowburn Cemetery.

Councillor Syer highlighted that the monument inspection regime had been discussed at the Finance and Forward Planning Sub-Committee and the Clerk was requested to check the position regarding the next required inspection.

**RESOLVED that** the information be noted.

## **232 COUNTY COUNCILLORS' MONTHLY REPORTS**

County Councillor Blakey reported that an air quality monitor was to be installed at TurSDale in response to the concerns of residents. Bollards were to be installed at Edna Street due to anti-social behaviour and Henry Avenue would be looked at in the next financial year.

She also highlighted that interviews were taking place for teaching staff at the new Bowburn Primary School and that Cassop Community Centre had delivered Christmas teas for elderly people in the area.

County Councillor Dunn advised that a plan had been drawn up for a long-term solution to the issues at TurSDale layby and this would be available in the next week or so. Speed surveys were to be carried out on Parkhill front street and the drainage at Bowburn football field was being looked at by the County Council.

He also stated that there was an underspend on the Bowburn Christmas lights project, and this could potentially be retained by the Partnership to purchase replacement Christmas lights.

County Councillor Dunn reported that, following previous discussion about upgrading TurSDale play area, Section 106 funding of £40,038 had been found to be available to support this project. This funding would be returned to the developer if not spent by June 2021 so it was critical that the project was moved forward quickly.

County Councillor Dunn proposed that the Parish Council agree to work in partnership with Durham County Council to refurbish the play area and to make an application for Section 106 funding. Designs for the play area would be invited through the County Council's procurement team.

**RESOLVED that** the Parish Council agree to work in partnership with Durham County Council to secure Section 106 funding for the refurbishment of TurSDale play area.

It was suggested that the previous practice of division councillors taking turns to provide an update report be reinstated and it was requested that County Councillor Dunn report in February and Councillor McKeon in March.

### 233 GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

None received.

### 234 ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 31 January 2021	050127	753.20
“	Mileage/Parking Fees	34 miles @ 45p	“	15.30
“	Printing	Instant Ink Cartridges	“	3.49
HM Revenue & Customs	Monthly Deductions (G Kelly) (January 2021)	Income Tax and NI Deduction	050129 (part)	150.80
HM Revenue & Customs	Monthly Deductions (A Shutt) (December 2020)	Income Tax Deduction	050129 (part)	17.40
Andrew Shutt*	Monthly Fee (December 2020)	Allotment Superintendent (after tax)	050128	69.80
Andrew Shutt*	Final Payment	Local Footpath Strimming	050130	549.93
“	Mileage	98 miles @45p	“	44.10
HM Revenue & Customs	Deductions for Strimming Payments	Income Tax and NI Deduction	050129 (part)	275.70
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (December 2020)	050131	1279.35
Mazars LLP	Audit 2019/2020	Professional Fees	050132	300.00
“	“	VAT	“	60.00
“	“	VAT	“	256.00
Zoom	January 2021	Monthly Fee	050133	11.99
“	“	VAT	“	2.40

\*Councillor Shutt declared an Interest in the items shown above.

**RESOLVED** that these items of expenditure be noted.

### ACCOUNTS (INCOME)

**9 DECEMBER 2020 – 12 JANUARY 2021**

Name	Description	Details	£ p
A Carr	Allotments	Annual Fee	21.00
Durham County Council	Parish Paths Funding	Grant	1227.96

**235 DATE OF NEXT MONTHLY MEETING**

Agreed that the date of the next Monthly Meeting is to be Wednesday 17 February 2021 at 6.30pm via Zoom.

I agree these to be a true record of the Meeting held remotely via Zoom on Wednesday 20 January 2021.

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