

MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 21 SEPTEMBER 2022 AT 6.30pm

Present: Councillors Blackburn, Dolan, Henderson, Johnson, McKeon, Morgan, Raine, Robinson and Storey.

(Councillor Raine in the Chair)

(County Councillor Hutchinson was also in attendance)

61. APOLOGIES

Apologies for absence were received from Councillors Richardson and Ridley together with County Councillor Blakey.

62. MINUTES OF THE MONTHLY MEETING HELD ON 17 AUGUST 2022

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 17 August 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 17 August 2022 be agreed and signed as a true and accurate record.

63. PLANNING APPLICATIONS 2022

Applicant	Details	Resolved Action
DM/22/02314/FPA Marton Care Ltd and Helm Developments Ltd, Land South of Bowburn Sewage Works and West of A688, Bowburn, DH6 5NP	Erection of a Care Home with associated vehicle parking, landscaping and infrastructure	No objection but concern to be expressed about the height of the development.
DM/22/02124/FPA Supportive SRC Ltd Unit 31D, Bowburn South Industrial Estate Bowburn, DH6 5AD	Change of use from B8 to Sui Generis (non-emergency patient transport station)	No objection
DM/22/02477/FPA Mr Thomas Fallow 63 Luke Avenue Cassop, DH6 4RD	Single-storey rear extension with flat roof and first floor side extension	No objection

RESOLVED that the action be noted.

64. THE PEOPLE'S LAMP

Members discussed preparations for the official opening of The People's Lamp; the preferred date for the event was Monday 17 October with the second option being Thursday 20 October. Bowburn Primary School had indicated that they would be able to bring children on any afternoon apart from 18 October.

Stephen Guy, President of Durham Miners' Association had been approached and he was happy to attend and speak at the event. Initial enquiries had also been made about the availability of a band.

It was agreed that a further planning meeting for the event should be held on Thursday 6 October 2022 at 6.00pm at Bowburn Community Centre.

RESOLVED that the preferred date for the dedication event for The People's Lamp was Monday 17 October 2022 and arrangements should progress in line with this.

65. CLERK'S REPORT

(i) Parish Council Vacancies

There were two vacancies in the West ward of the parish and an expression of interest had been received from Gary Parker. Gary was a resident of Bowburn and was involved with the local community through the Bowburn and Parkhill Community Partnership, Banner Group and Local History Society. Gary had over 40 years' experience working in industry, higher education and other institutions.

(ii) Conclusion of External Audit

Mazars LLP had completed the audit for the year ended 31 March 2022 and had issued a certified Annual Governance and Accountability Return and External Auditor's Certificate. All of the relevant documentation was available for public view on the Parish Council website.

There had been no matters giving cause for concern and the Auditor had concluded that the information within the Annual Governance and Accountability Return was in accordance with Proper Practices.

(iii) Budget Planning 2023/2024

Members were advised that Durham County Council had written to the Parish Council to provide notice of the proposed Council Tax Base for 2023/2024. For Cassop-cum-Quarrington, the Tax Base would increase from 1757.4 in 2022/2023 to 1821.0 in 2023/2024. With the current Band D Council Tax standing at £39.71, this would be an increase in the yield of £2,525.56.

Parish Councils were required to confirm their precept request by Friday 20 January 2023.

(iv) CDALC AGM

The CDALC AGM was being held on Saturday 8 October 2022 in Committee Room 2, County Hall, Durham at 10.00am and a presentation would be delivered by Jonathan Owen, Chief Executive of NALC.

Parish Councils were able to appoint two representatives to attend and at the Parish Council's Annual Meeting, Councillors Raine and Ridley were nominated to the CDALC AGM. Attendance at the event was to be confirmed by 3 October.

RESOLVED that: -

- (i) Gary Parker be invited to the next meeting of the Parish Council with a view to his appointment to one of the vacancies in the West ward;
- (ii) the conclusion of the external audit be noted;
- (iii) the proposed Council Tax Base for 2023/2024 be noted; and
- (iv) Councillors Raine and Ridley be confirmed as the Parish Council representatives for the CDALC AGM on 8 October 2022.

66. PARKHILL NOTICEBOARD

Councillor Henderson advised that enquiries were being made with regard to installing a noticeboard next to the post box in Parkhill. She had been seeking quotes for a noticeboard and it was noted that these ranged from £1050 to £1869 with the installation costs being additional.

The Parish Council was asked to consider supporting the purchase of the noticeboard. The only noticeboards currently provided by the Parish Council were outside Bowburn and Cassop community centres and were covered by the Parish Council insurance.

Members discussed potential sources of funding for the noticeboard including the AAP, local councillor funding and grants from the local housing provider. It was also highlighted that the noticeboard would require planning permission and this had an associated cost.

Councillor Henderson undertook to look into potential providers and funders and would report back to the Parish Council in due course.

67. LOCAL YOUTH SERVICES

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

Youth club sessions were back up and running after the summer holidays and would be focusing on community cohesion and wellbeing. Sports also continued to be a big part of youth club sessions and cooking was also a significant activity, particularly with older groups.

Qualified youth workers were in very short supply nationally and as there was only Joanne and Brett who were qualified, this issue was a risk to Bowburn Youth Club of which the Parish Council should be aware.

Councillor Storey continued to pursue a youth work provision for Cassop through the Cornforth Partnership.

It was noted that new local representatives from Believe Housing had said that employability and voluntary work was part of their remit and there might be a way to link their work with sectors locally which required more staff, such as youth services.

RESOLVED that the update be noted.

68. LOCAL FOOTPATHS AND RIGHTS OF WAY

County Councillor Hutchinson advised that there would be some disruption beginning on Monday with regard to cabling for the new substation at Thinford which would reach down to the Metal Bridge roundabout.

RESOLVED that the update be noted.

69. ALLOTMENTS, GARAGES AND CEMETERY

Letters had been issued to tenants who had been identified as having untidy allotments. Work undertaken at the relevant plots would be reviewed and further action taken if necessary.

It was reported that there had been a fire at the cemetery which had left some of the fence scorched. A number of people had also highlighted that the trees were overgrown and it was agreed that Dean Mackley would be asked to provide a quotation for the works required on the trees and also for some fence repairs.

RESOLVED that the information be noted.

70. COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor McKeon provided an update on the following matters: -

- Opening of the Queen Elizabeth II Garden at Christ the King Church
- Youth Club roof project
- Replacement programme for computers at Bowburn Community Centre

- Invitation to Police and Crime Commissioner to attend the Parish Council meeting
- Yellow route at Old Quarrington
- Parkhill Christmas Lights preparatory works
- Community Pantry
- Levelling Up
- Devolution

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

- Fly tipping which had been reported had not been picked up as the County Council had said it was on private land when this was not the case.
- Old goalposts at Cassop

RESOLVED that the update be noted.

71. GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

Correspondence Received from	Details of Information

72. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 31 September 2022	050294	797.38
“	Mileage/Parking Fees	68 miles @ 45p	“	30.60
“	Printing	Instant Ink Cartridges	“	4.49
“	Office Allowance	Quarterly	“	95.00
“	Telephone Allowance	Quarterly	“	41.00
HM Revenue & Customs	Monthly Deductions (G Kelly) (September 2022)	Income Tax and NI Deduction	050296 (part)	159.60
HM Revenue & Customs	Monthly Deductions (A Shutt) (August 2022)	Income Tax Deduction	050296 (part)	28.40
Andrew Shutt	Monthly Fee (August 2022)	Allotment Superintendent (gross)	050295	142.50
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (August 2022)	050297	3065.25
Mazars	Professional Fees	Audit 2021/2022	050298	300.00
“	“	VAT	“	60.00
Bowburn Village Celebration	Bowburn Interchange	Newsletter 53	050299	200.00
Cassop Community Centre	Room Hire	August 2022	050300	30.00
“	“	VAT	“	390.40
Andrew Shutt	Footpath Strimming	Interim Payment 3	050301	100.00
Gillian Kelly	Wix.com Domain and Website	Annual Fee	050302	119.16

Thinford Nurseries	Hanging Baskets and Tubs	Watering	050303	1260.00
"	"	VAT	"	252.00

RESOLVED that these items of expenditure be noted.

ACCOUNTS (INCOME)

10 AUGUST 2022 – 13 SEPTEMBER 2022

Name	Description	Details	£ p
Durham County Council	Section 106 Funding	Bowburn Artwork	4500.00
HMRC	VAT Reclaim	2021/2022	4477.69
John G Hogg Funeral Directors	Bowburn Cemetery	Burial Plot - Prince	50.00
WM Scott & Sons	Bowburn Cemetery	First Inscription - Hurton	10.00

73. DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 19 October 2022 at 6.30pm at Bowburn Community Centre.

I agree these to be a true record of the Meeting held on Wednesday 21 September 2022 at Bowburn Community Centre at 6.30pm.

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