

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 15 DECEMBER 2021 AT 6.30pm**

**Present:** Councillors Blackburn, McKeon, Morgan, Prince, Raine, Richardson, Ridley, Robinson and Spoons.

(Councillor Raine in the Chair)  
(County Councillor Blakey was also in attendance).

**107. APOLOGIES**

Apologies for absence were received from Councillor Storey and County Councillor Hutchinson.

The Chair announced that Paul Leake had stepped down from the Parish Council due to a change in circumstances. It was agreed that a letter would be sent to Paul conveying the thanks and appreciation of the Parish Council for his contribution during his time as a Member.

**108. MINUTES OF THE MONTHLY MEETING HELD ON 17 NOVEMBER 2021**

The Chair asked Members to agree the Minutes of the Monthly Meeting of the Parish Council held on 17 November 2021.

**RESOLVED that** the Minutes of the Monthly Meeting of the Parish Council held on 17 November 2021 be agreed.

**109. PLANNING APPLICATIONS 2021**

<b>Applicant</b>	<b>Details</b>	<b>Resolved Action</b>
DM/21/03929/FPA Judith Richardson 1 Oxford Terrace Bowburn Durham DH6 5AX	Change of use from guest house to dwelling	No objection
DM/21/03893/RM Bellway Homes Phase 2B Integra 61 Bowburn Durham	Application for reserved matters of access, layout, scale, appearance & landscaping for the erection of 100 dwellings pursuant to Phase 2b of planning permission DM/18/01597/VOC	Joint meeting to be arranged with the Bowburn & Parkhill Community Partnership and Bellway.

The Parish Council were advised that representatives for the developer Bellway had been in touch with the Parish Clerk to propose a meeting to discuss the above planning application. The Bowburn and Parkhill Community Partnership had also received a similar communication and it was agreed that a joint meeting would be an appropriate way forward. It was suggested that the Parish Council and Partnership meet together initially to discuss the application and then have a further meeting with representatives of the developer.

The issue of outstanding Section 106 monies was also highlighted and it was proposed that a joint meeting be arranged in the New Year to discuss the potential use of these funds.

**RESOLVED** that: -

- (i) the Parish Council and Bowburn and Parkhill Community Partnership hold a meeting on Tuesday 25 January 2022 at 6.30pm to discuss planning application DM/21/03893/RM; and
- (ii) that representatives from Bellway be invited to attend a joint meeting with the Parish Council and Partnership on Tuesday 8 February 2022 at 6.30pm.

#### **110. A NEW ARTWORK FOR BOWBURN**

The fabrication of the artwork was now underway and the fabricators had agreed to store the piece until it was able to be installed.

The lease agreement was still being prepared by Durham County Council, however there were no further updates on the likely timeframe for the completion of the documentation.

**RESOLVED** that the update be noted.

#### **111. CLERK'S REPORT**

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

Members were requested to set a date for a meeting of the Finance and Forward Planning Sub-Committee in order to consider the Annual Budget Calculation for 2022/2023. The Sub-Committee would make recommendations to be considered at the monthly meeting of the Parish Council on Wednesday 19 January 2022.

##### **(ii) Parish Council Vacancies**

There were two vacancies in the East and one in the West ward of the parish, making three positions in total to which the Parish Council was able to co-opt. The vacancies had been advertised on the parish website and noticeboards. Two individuals had indicated an interest in the vacancies.

Members agreed that efforts to attract potential candidates should continue and that the position be reviewed in January 2022.

**RESOLVED that: -**

- (i) the Finance and Forward Planning Sub-Committee would meet on Wednesday 12 January 2022; and
- (ii) vacant positions on the Parish Council continue to be advertised on parish noticeboards and the website and the position be reviewed in January 2022.

**112. LOCAL YOUTH SERVICES**

The Youth Services report for December 2021 had been submitted to the Parish Council and it was noted that gym memberships continued to pick up and the gym was now open on a Friday evening.

County Councillor Blakey reported that the last session had been held on Monday 13 December as two youth workers were currently absent.

**RESOLVED that** the update be noted.

**113. LOCAL FOOTPATHS AND RIGHTS OF WAY**

Councillor Robinson highlighted that the stretch of paved track between the BT substation and the A688 was slippery and dangerous and required clearing. It was noted that this may be a Highways Agency responsibility.

Councillor Ridley raised the matter of the Christmas lights in Bowburn which had been the subject of many complaints. Some of the lights were not working and those that were operating were obscured by trees.

It was understood that the lights were tested prior to being installed and therefore should have been working and it was noted that at least one lighting column had been reported to the County Council as it was off. Members also noted that the type of lights and the distance they covered did not provide a display comparable with other areas nearby.

The Bowburn and Parkhill Community Partnership had previously donated funds to the Parish Council to purchase Christmas lights and there was money available to replace some of the units.

It was agreed that the following actions needed to be taken: -

- take up quality issues with the lighting supplier;
- request proof of testing from the electrical contractor; and

- request Durham County Council to test, and repair where necessary, lighting columns through Bowburn.

**RESOLVED that** the update be noted.

#### **114. ALLOTMENTS, GARAGES AND CEMETERY**

It had been observed that some allotment holders were not keeping birds netted in to keep them separate from wild birds as required by the Avian Influenza Protection Zone guidelines. The Allotment Superintendent would be asked to remind allotment tenants of their responsibilities in this regard.

**RESOLVED that** the update be noted.

#### **115. COUNTY COUNCILLORS' MONTHLY REPORTS**

County Councillor McKeon advised that the impact on Storm Arwen had been felt across the county and efforts were still being made to reinstate connections which had been lost as a result of the storm. County Councillor Blakey highlighted that there had been a clear up of fallen trees at Cassop and there was damage at Red Briar Bank.

Councillor McKeon provided updates on the following: -

- Proposed rail station at Ferryhill
- County Durham Bus Board
- North East Councils £800m bid for bus infrastructure
- Cassop Primary Federation
- Integra 61

**RESOLVED that** the update be noted.

#### **116. GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)**

None received.

#### **117. ACCOUNTS (EXPENDITURE)**

<b>Name</b>	<b>Description</b>	<b>Other Details</b>	<b>Cheque No.</b>	<b>£ p</b>
Gillian Kelly	Salary (paid net of tax)	1 – 31 December 2021	050217	768.30
“	Mileage/Parking Fees	68 miles @ 45p	“	30.60
“	Printing	Instant Ink Cartridges	“	3.49
“	Office Allowance	Quarterly	“	95.00
“	Telephone Allowance	Quarterly	“	41.00
HM Revenue & Customs	Monthly Deductions (G Kelly) (December 2021)	Income Tax and NI Deduction	050219 (part)	153.60

HM Revenue & Customs	Monthly Deductions (A Shutt) (November 2021)	Income Tax Deduction	050219 (part)	17.80
Andrew Shutt	Monthly Fee (November 2021)	Allotment Superintendent (gross)	050218	89.10
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (November 2021)	050220	3107.39
G Smith Electrical Services	Christmas Lights	Testing, Inspection and Installation	050221	1150.00
"	"	VAT	"	230.00
Andrew McKeown	Miners Lamp Sculpture	Second Stage Payment	050222	6750.00
		VAT	"	1350.00
Andrew Shutt	Final Payment	Local Footpath Strimming	050223	550.50
"	Mileage	98 miles @ 45p	"	44.10
HM Revenue & Customs	Deductions for Strimming Payments	Income Tax Deduction	050219 (part)	273.13
Zoom	November 2021	Monthly Fee	050224	11.99
"	"	VAT	"	2.40
Bowburn Village Celebration	Interchange	Publication Costs	050225	200.00
Bowburn Community Association	Room Hire	November 2021	050226	38.00

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

### ACCOUNTS (INCOME)

#### 9 NOVEMBER 2021 – 7 DECEMBER 2021

Name	Description	Details	£ p
HMRC	VAT Reclaim	2020/2021	3442.15
Durham County Council	Parish Paths	Grant Funding	1227.96

### 118. DATE OF NEXT MONTHLY MEETING

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

I agree these to be a true record of the Meeting held on Wednesday 15 December 2021 at Bowburn Community Centre at 6.30pm.

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