

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

Present: Councillors Blackburn, McKeon, Morgan, Raine, Ridley, Robinson, Spors and Storey.

(Councillor Raine in the Chair)

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

119. APOLOGIES

Apologies for absence were received from Councillors Richardson and Prince.

120. MINUTES OF THE MONTHLY MEETING HELD ON 15 DECEMBER 2021

The Chair asked Members to agree the Minutes of the Monthly Meeting of the Parish Council held on 15 December 2021.

RESOLVED that the Minutes of the Monthly Meeting of the Parish Council held on 15 December 2021 be agreed.

121. PLANNING APPLICATIONS 2021

Applicant	Details	Resolved Action
DM/21/04220/AD Greggs plc Land South Of Unit 1 Low Main Court Integra 61 North Bowburn DH6 5FG	Non-illuminated and illuminated signage.	No objection
DM/21/04312/FPA Sedman 27 Luke Avenue Cassop Durham DH6 4RD	Single storey side and rear wraparound extension.	No objection

122. A NEW ARTWORK FOR BOWBURN

The artwork was in the fabrication stage and efforts continued to get the lease agreement in place for the land at Mary Terrace. There had been no further update

from Durham County Council and Councillor McKeon was due to take this up with the Assets department to see if the agreement could be moved on.

Members proposed that the Parish Council make a formal approach to Durham County Council and offer to meet any indemnity arrangements for the period until the lease agreement was signed off so that the artwork may be installed as soon as was practicable.

RESOLVED that the Parish Clerk be instructed to approach Durham County Council to propose that the artwork be installed prior to the completion of the lease agreement with the Parish Council meeting any indemnity arrangements for that period.

123. CLERK'S REPORT

(i) Finance and Forward Planning Sub-Committee

The Finance and Forward Planning Sub-Committee met on 12 January 2022 and made the following recommendations to the full Parish Council for the Parish Council Annual Budget 2022/2023 and the Revised Budget for 2021/2022:

- (i) that the Budget Provision for the Parish Clerk salary be increased from £9,500 to £9,600 in 2022/2023 to allow for the pending Local Government pay offer;
- (ii) that the Budget Provision for the Allotment Superintendent be increased from £1,500 to £1,600 in 2022/2023 to allow for the increase in National Minimum Wage as of 1 April 2022;
- (iii) that the Budget Provision for Parish Youth Work be increased from £38,494.61 to £40,042.31 for 2022/2023 with the caveat that this allocation may increase in-year when proposals are brought forward for youth provision at Cassop;
- (iv) that the Budget Provision for Summer and Winter Planting be increased from £8,000 to £8,500 in 2022/2023 to allow for replacement hanging baskets to be provided;
- (v) that £500 of the Budget Provision for 2021/2022 for Play Equipment be retained and a Budget Provision of £1,000 be made for Play Equipment on a cumulative basis from 2022/2023 onwards;
- (vi) that the cumulative Budget Provision for Parish Council Elections of £6,000 from years 2017/2018, 2018/2019, 2019/2020 and 2020/2021 be retained as an Election Reserve and the cumulative Budget Provision from 2022/2023 be reduced to £500; and
- (vii) that the Parish Council should demand a Precept of £69,786.35 from Durham County Council in respect of the Financial Year Ending 31 March 2023 (A Tax

Base of 1757.4 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 also reviewed the Parish Council risk assessment at their meeting on 12 January 2022.

(iii) Parish Council Vacancies

A vacancy had been advertised in the West ward of the parish following the resignation of Paul Leake. A request for an election would need to be received by the County Council by 24 January 2022, if there was no request then the Parish Council would be advised that it could co-opt to the vacancy.

There were already three vacancies, two in the East and one in the West ward of the parish to which the Parish Council was able to co-opt. Two expressions of interest had been received in the vacancies as follows: -

- Mr Alfie Dolan, a resident of the Parkhill area and chairman of the Parkhill Residents Committee. Mr Dolan was a former serviceman and was involved with the Royal Navy Association.
- Mr Raymond Ralph, a resident of Bowburn who had been involved in youth and community activities for many years and had previously been a parish councillor in Lincolnshire. Mr Ralph had returned to the North East after a number of years and wished to give back to the community.

RESOLVED that: -

- (i) the recommendations of the Finance and Forward Planning Sub-Committee be agreed;
- (ii) the Parish Council Risk Assessment be agreed; and
- (iii) Mr Alfie Dolan and Mr Raymond Ralph be invited to attend the next Monthly Meeting on 16 February 2022 with a view to them being appointed to the Parish Council.

124. LOCAL YOUTH SERVICES

The Youth Services report for January 2022 had been submitted to the Parish Council and it was noted that all youth clubs were now back up and running after the Christmas break.

The gym was very busy and would be opening on a Saturday from 5.00pm – 7.00pm from 22 January 2022.

RESOLVED that the update be noted.

125. LOCAL FOOTPATHS AND RIGHTS OF WAY

Councillor Robinson highlighted that the steps over the Leamside Line on Footpath 1 had deteriorated and needed to be replaced. Councillor McKeon stated that this had been on a programme of works to be carried out and she would follow this up with the Rights of Way Officer.

Councillor Blackburn commented that the track between the BT substation and the A688 was still in a dangerous condition and required clearing. The Parish Clerk would make enquiries as to who was responsible for the path.

RESOLVED that the update be noted.

126. ALLOTMENTS, GARAGES AND CEMETERY

It had been observed that some allotment holders were still not keeping birds netted in to keep them separate from wild birds as required by the Avian Influenza Protection Zone guidelines. The Parish Clerk would liaise with the Allotment Supervisor to address this issue.

RESOLVED that the update be noted.

127. COUNTY COUNCILLORS' MONTHLY REPORTS

Councillor Blakey provided updates on the following: -

- Cassop parking restrictions
- Cassop Community Centre toilet refurbishment
- Parkhill walkabout with Believe Housing
- Abandoned vehicles
- Fallen trees and layby at Turdale
- Housing development at Integra 61

Councillor Ridley asked if there was an update in relation to the Christmas lights issue and Councillor McKeon advised that she had been in communication with the electrician and Durham County Council were doing checks on the existing commando sockets. She had negotiated a discount on future purchases with the supplier and proposed that an options report be brought to a future meeting of the Parish Council.

RESOLVED that the update be noted.

128. GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

None received.

129. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 31 January 2022	050227	768.30
"	Mileage/Parking Fees	68 miles @ 45p	"	30.60
"	Printing	Instant Ink Cartridges	"	3.49
HM Revenue & Customs	Monthly Deductions (G Kelly) (January 2022)	Income Tax and NI Deduction	050229 (part)	153.80
HM Revenue & Customs	Monthly Deductions (A Shutt) (December 2021)	Income Tax Deduction	050229 (part)	17.80
Andrew Shutt	Monthly Fee (December 2021)	Allotment Superintendent (gross)	050228	89.10
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (December 2021)	050230	3370.89
Thinford Nurseries Ltd	Winter Planting	Parish Tubs	050231	1150.00
"	"	VAT	"	230.00
Thinford Nurseries Ltd	Christmas Tree	Bowburn Community Centre	050232	150.00
		VAT	"	30.00
Zoom	December 2021	Monthly Fee	050233	11.99
"	"	VAT	"	2.40
Andrew Shutt	Fencing	Tursdale Play Area	050234	7.65

RESOLVED that these items of expenditure be noted.

ACCOUNTS (INCOME)

8 DECEMBER 2021 – 11 JANUARY 2022

Name	Description	Details	£ p
Durham County Council	Section 106	Grant Funding	6750.00

130. DATE OF NEXT MONTHLY MEETING

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

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

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