

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD REMOTELY VIA ZOOM ON WEDNESDAY 21 APRIL 2021 AT 6.00pm**

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

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

**264 APOLOGIES**

Apologies for absence were received from Councillors Johnson and Ridley.

**265 MINUTES OF THE MONTHLY MEETING HELD ON 17 MARCH 2021**

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held remotely on 17 March 2021 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 March 2021 be agreed and signed as a true and accurate record.

**266 VOTE OF THANKS TO RETIRING MEMBERS**

On behalf of the Members of the Parish Council, Councillor Raine paid tribute to Councillors Shutt and Syer who were stepping down at the end of the municipal year.

Councillors Shutt and Syer were thanked for their huge contribution to the work of Parish Council during their many years of service and they would be greatly missed.

RESOLVED that the Parish Council place on record its thanks to Councillors Shutt and Syer for their service to Cassop-cum-Quarrington during their time as parish councillors.

**267 PLANNING APPLICATIONS 2021**

<b>Applicant</b>	<b>Details</b>	<b>Resolved Action</b>
DM/21/00728/FPA Mr Stephen White Church Of Christ The King	Replacement of wooden double-glazed windows (7 in total) with PVC double glazed windows with brown coloured frames on the	No objection

Bede Terrace Bowburn Durham DH6 5DS	outside and addition of small closable vents in the pillars of the windows facing east to the garden for ventilation purposes due to Covid	
DM/21/01019/FPA Bethell&Co 19 Oakfield Crescent Bowburn Durham DH6 5DF	Demolish existing garage and rebuild	No objection.

## 268 GOODS VEHICLE OPERATOR'S LICENCE

An application had been made for a licence to use New Level Living, Coxhoe, as an operating centre for three goods vehicles. The Parish Council had objected to a similar application in the past and it was proposed that consideration be given to the merits of this proposal.

Councillor McKeon advised that she had flagged this application with officers at Durham County Council and it appeared that the site operators had not applied for a change of use and was it now being investigated to ascertain if the applicant was in breach of their terms of use. If a breach was discovered, then enforcement action could be taken.

Due to this situation, the application for a goods vehicle licence could not proceed at this time. The guidance for making objections to the Traffic Commissioners on licence applications stated that parish councils were not able to object but should request that the local authority make representations on their behalf. It was felt that this did not prevent the Parish Council writing to the Traffic Commissioners and to Durham County Council to express its concerns.

**RESOLVED** that the Parish Clerk be requested to write to the Traffic Commissioner's Office and Durham County Council highlighting that the applicant has inadequate planning permission and that local residents had not had the opportunity to make comments.

## 269 A NEW ARTWORK FOR BOWBURN

Planning approval for the new artwork had been received and parish councillors had met with Andy McKeown and Joanne Ashworth to look at the potential locations for the seating.

Six locations had been identified; the front of Bowburn Community Centre; Doorstep Green; two locations alongside the new footpath; Bowburn Park; and the primary

school. In the event that the school did not want to have the seat, a second location in Bowburn Park had been identified.

The sub-group had also reviewed the draft Commission Agreement between the Parish Council and the Artist and, having had the opportunity to make comments and amendments, recommended that the Parish Council enter into the agreement with Andy McKeown.

There had been an open discussion about the timeframe for the delivery of the project and, whereas July was still a desirable date for installation, it was acknowledged that this was a challenging target, and this might slip to later in the year. It had been agreed that there would be a review point at the end of May to ascertain whether the installation would be achieved in July. It was still intended to have an event to mark the unveiling of the artwork at the appropriate time.

RESOLVED that: -

- (i) the proposed seating locations be endorsed; and
- (ii) the Chair of the Parish Council be authorised to sign the Commission Agreement with the Artist to enter into the formal arrangements for the production and delivery of the artwork.

## **270 CLERK'S REPORT**

### **(i) Parish Council Elections – 6 May 2021**

The Returning Officer of Durham County Council had confirmed that the Parish Council elections taking place on 6 May 2021 would be uncontested and all of those Members nominated to stand in the election should have received paperwork confirming their election.

Following the election day, there would be a vacancy in each ward and the Parish Council would be able to co-opt to those positions.

### **(ii) The Future of Remote and Face to Face Meetings**

The case for extending legislation to allow remote meetings had been dismissed by the Government and this would mean that councils were expected to meet in person after 6 May 2021.

An application had been made by Hertfordshire County Council, Lawyers in Local Government (LLG) and the Association of Democratic Services Officers (ADSO) for a declaration which would allow local authorities to retain local choice and flexibility as to when they wanted to use remote meetings. The application was to be heard on 21 April 2021 and was being supported by NALC. Whilst there was optimism around the outcome of the proceedings, councils were encouraged to make contingency arrangements.

### **(iii) Land at Tursdale**

A request had been received from a local resident about the possibility of renting a field at Tursdale which was currently untidy and in a state of disrepair.

It was confirmed that the field was Parish Council land and noted that the Council currently rented out two fields on an annual basis. Members were minded to agree to rent the field and bring it back into use but with suitable conditions attached to the lease agreement. The interested party had indicated that the land would be used for grazing and that they would repair the fencing around the field.

Members were reminded of a previous enquiry made regarding the purchase of a small plot of allotment land at Ramsay Street, Tursdale. There was no definitive information on the status of the land but on a previous occasion, permission had been sought from the Secretary of State to allow the sale of allotment land and the Parish Council had been advised that this same approach be followed.

#### **RESOLVED that: -**

- (i) it be noted that the Parish Council elections on 6 May 2021 will be uncontested;
- (ii) the uncertainty with regard to future meetings be noted;
- (iii) the Parish Clerk be instructed to progress the letting of the field at Tursdale with reference to current guidance on rents and leasing terms; and
- (iv) the Parish Clerk be authorised to write to the Secretary of State with regard to the sale of allotment land at Tursdale.

### **271 NEIGHBOURHOOD PLAN**

Councillor Salisbury reported that a clarification letter had been received from the examiner on 30 March inviting comments on the responses made to the submission draft of the plan.

The Parish Council response would be forwarded by the end of the week; Councillor Salisbury advised that he had run this past Stuart Carter and Durham County Council were happy to support the response and clarification. There were no particular concerns and it was felt that it dovetailed with the County Plan. A decision would be made in the next seven to ten days about moving to the next stage and whether further edits would be required before the referendum.

**RESOLVED that** the update be noted.

## **272 LOCAL YOUTH SERVICES**

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

County Councillor Blakey stated that the youth club had now opened up from Monday 19 April and everyone was pleased to be back to some sort of normality. Over 100 packed lunches had been distributed every day during the Easter holidays and a trip to Weardale Outdoor Activity Centre had taken place for young people who had supported youth sessions over the lockdown period.

The Parish Council once again expressed its thanks to the Youth Service team.

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

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

Councillor Robinson reported that Integra 61 had filled in the trench at Bridleway 36 but it had not been levelled off and it continued to be a source of complaints. Debris had also been left in the area and it was felt that operatives needed to return and make this good. It was agreed that this should be raised with James Taylor.

County Councillor Dunn reported that a number of parish councillors had met with Filomena Solan, Rights of Way Officer and James Taylor to walk the routes around Integra 61 and to make the views of the Parish Council known. Drainage concerns for Footpath 10 and an alternative route for Footpath 1 were agreed on site. Members were not happy to give up all diversions and had requested an additional green route to link with Bridleway 36. There was a partial, but not complete, agreement and it was hoped that the green route would be considered alongside the industrial units.

**RESOLVED that** the update be noted.

## **274 ALLOTMENTS, GARAGES AND CEMETERY**

Councillor Blackburn thanked Councillor Robinson for arranging for the clearing of overhanging branches in the allotments. Durham County Council had also cleared the beck earlier that day. Councillor Blackburn noted that there was still a tree overhanging the beck and briars causing a blockage which she queried if the Parish Council would be able to do something about in order to free the water.

It was agreed that the area looked untidy and that in the past work had been done to clear debris and had been a joint venture with the County Council. County Councillor Blakey undertook to investigate whether this might be a possibility once again.

Councillor Robinson advised that he had received some complaints about an allotment which was being used for storing scrap metal and also for burning non-allotment material. He suggested that a letter be sent to the relevant allotment holder.

**RESOLVED** that the information be noted and the Parish Clerk be authorised to send a letter to the relevant allotment holder regarding activity at their plot.

## 275 COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor Blakey reported that the drainage issue at the cemetery had now been resolved and the County Council had agreed to a request for a new covered bus stop outside the new primary school. The new school building had opened after the Easter holidays.

There had been a report of a fire at Cassop play area the previous evening which was a concern as the zip wire had only just been repaired. There was also a major issue with fly tipping at Old Cassop.

Complaints had been received in relation to the works at the pumping station at Edna Street and a fining system was being looked into if these were not completed properly.

**RESOLVED** that the update be noted.

## 276 GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

None received.

## 277 ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 30 April 2021	050148	753.20
"	Mileage/Parking Fees	34 miles @ 45p	"	15.30
"	Stamps	100 @ 66p	"	66.00
"	Printing	Instant Ink Cartridges	"	3.49
HM Revenue & Customs	Monthly Deductions (G Kelly) (April 2021)	Income Tax and NI Deduction	050150 (part)	153.60
HM Revenue & Customs	Monthly Deductions (A Shutt) (March 2021)	Income Tax Deduction	050150 (part)	17.80
Andrew Shutt*	Monthly Fee (March 2021)	Allotment Superintendent (gross)	050149	89.10
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (March 2021)	050151	3255.33
Max Recycle	Bowburn Cemetery	Annual Charge	050152	917.96
"	"	VAT	"	183.59
Durham County Council	Land off Durham Road	Licence to Occupy Land	050153	65.00
Zoom	April 2021	Monthly Fee	050147	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)**

**10 MARCH 2021 – 14 APRIL 2021**

<b>Name</b>	<b>Description</b>	<b>Details</b>	<b>£ p</b>
Speckman's Funeral Directors	Bowburn Cemetery	Burial Plot - Broughton	100.00
Durham County Council	Council Tax Precept	2021/2022	66899.44
Scott Memorials	Bowburn Cemetery	First Inscription - Aylesbury	10.00

**278 DATE OF NEXT MONTHLY MEETING**

Agreed that the date of the next Monthly Meeting is to be Wednesday 19 May 2021 at 6.00pm.

I agree these to be a true record of the Meeting held remotely via Zoom on Wednesday 21 April 2021.

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