

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 15 NOVEMBER 2023 AT 6.30pm**

**Present:** Councillors Bradley, Dolan, Henderson, McKeon, Morgan, Parker, Prince, Raine, Richardson, Ridley and Spoons.

(Councillor Raine in the Chair)

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

**76. APOLOGIES**

Apologies for absence were received from Councillors Robinson, Shutt and Storey.

**77. MINUTES OF THE MONTHLY MEETING HELD ON 18 OCTOBER 2023**

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 18 October 2023 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 18 October 2023 be agreed and signed as a true and accurate record.

**78. COMMUNITY POLICING UPDATE**

This item was deferred.

**79. PLANNING APPLICATIONS 2023**

<b>Applicant</b>	<b>Details</b>	<b>Resolved Action</b>
DM/23/03058/FPA David Martin, The Forge Bowburn Durham DH6 5NP	Raise roof height, construct 2no dormer windows to rear and internal alterations	No objection
DM/23/03205/FPA Integra 61 (Durham) Ltd Land North Of Costa Coffee Drive Thru Low Main Court Integra 61 North Bowburn, DH6 5FG	Detailed application for the construction of hard standing with parking and retrospective consent for access road.	No objection

DM/23/03219/FPA Mrs Barbara Heslington 11 Kirbys Drive Bowburn Durham DH6 5GA	Proposed front porch extension	No objection
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**RESOLVED that** the action be noted.

## 80. HIGHWAYS SAFETY IN PARKHILL

The Chair of the Parish Council and the Parish Clerk had been contacted by the office of Mary Foy MP regarding how they could support highway safety campaigns in Parkhill, specifically the lowering of the speed limit on the B6291.

County Councillor Blakey advised that the consultation on installing speed humps on the estate should now be complete and this would be part of a first phase of traffic calming measures; another request was for a safe crossing point which was larger than the existing facility.

Councillor Henderson noted that the majority of accidents on the main road seemed to arise from overtaking and suggested that a mechanism to prevent overtaking would be effective.

Councillor Morgan stated that it was a long-held desire to reduce the speed limit from 40mph to 30mph on the stretch of road going through Parkhill and this was highlighted by the Parish Council when the new housing estate was constructed, however the County Council took the view that the demand for housing was greater than the concern for road safety. He suggested that as the area was built up on both sides of the road there might be sufficient grounds to reduce the limit and the Parish Council and partners should continue to press for that.

Councillor Ridley commented that in the past there had often been speed traps just off the roundabout and this had proved a deterrent; Councillor Henderson highlighted that Parkhill Residents' Association had asked the Police if they could locate the mobile speed camera there but the request had not been actioned.

County Councillor McKeon noted that previously the County Council had argued that the houses were too far back from the road to be considered as impacting on safety; she was due to meet with highways officers shortly and would raise this matter.

Councillor Dolan felt that the most important issue was that this was a route which children took to school and they were currently crossing a road with a 40mph speed limit.

**RESOLVED that** representations continue to be made to reduce the speed limit on the B6291 through Parkhill from 40mph to 30mph.

## **81. CLERK'S REPORT**

### **(i) Conclusion of External Audit**

The Parish Council were informed that Mazars LLP had completed the audit for the year ended 31 March 2023 and had issued a certified Annual Governance and Accountability Return and External Auditor's Certificate. All of the documentation had been made available on the Parish Council website.

The auditor had highlighted minor scope for improvement in relation to a box that had been left blank which should have been completed with 'Nil'. There were amendments made to the AGAR after the initial submission and the Parish Council were advised to ensure that it was correct prior to submission.

### **(ii) Budget Planning 2024/2025**

Durham County Council had written to the Parish Council to provide notice of the proposed Council Tax Base for 2024/2025. For Cassop-cum-Quarrington, the Tax Base would increase from 1859.2 in 2023/2024 to 1914.6 in 2024/2025. With the current Band D Council Tax standing at £40.11, this would be an increase in the yield of £2,222.09.

Parish Councils were required to confirm their precept request by Friday 19 January 2024.

### **RESOLVED that: -**

- (i) the conclusion of the external audit be noted; and
- (ii) the proposed Council Tax Base for 2024/2025 be noted.

## **82. LOCAL YOUTH SERVICES**

Councillor Storey provided a report from the youth worker at Cassop and advised that weekly attendance had been upwards of 20 youngsters each week with 27 young people attending on 19 and 26 October. Within these numbers there were 39 different children attending across the weeks.

Young people had been given opportunities to meet new people, experience positive social, emotional mental health through encouraging and supporting young people in interacting in social games including football, dodgeball, archery, rounders, basketball, pool, Lego building, arts and crafts and Just Dance competitions. Resources and activities were continually growing as workers listened to the young people and adapted to their new needs and interests. The young people were also very much a part of developing the group rules for the youth centre.

**RESOLVED that** the update be noted.

### **83. LOCAL FOOTPATHS AND RIGHTS OF WAY**

Councillor Raine reported that a sign had been installed on the footpath from Old Quarrington to Parkhill advising not to follow Satnav. Councillor Ridley highlighted that people were using the path at David Terrace to travel to Bowburn Hall because Satnav directed there.

County Councillor Hutchinson advised that he had visited David Terrace with officers a few weeks ago and the possibility of installing a bollard was being investigated.

**RESOLVED that** the update be noted.

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

Councillor Robinson reported that there had been a complaint regarding an allotment where the fence was leaning over. The Parish Clerk would consult with the Allotment Supervisor with regard to this.

A schedule of works for the maintenance of the cemetery had been drawn up and local firms would be invited to submit tenders for the work. Members would then consider this as part of the budget setting process in January.

**RESOLVED that** the update be noted.

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

County Councillor Hutchinson provided updates on the following: -

- Bin vandalism
- Fly tipping
- Drain in Lawson Road
- Clarence Street - cleaning
- Sewage in nature reserve opposite Cassop Primary School
- Highways restrictions at Durham Road
- Oak Tree at Bowburn
- Electoral boundary changes
- Housing advertisement signs
- Bowburn Infant School

**RESOLVED that** the update be noted.

## 86. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (gross)	1 – 30 November 2023	050408	882.74
“	LG Pay Award	Backdated to 01/04/23	“	439.67
“	Mileage/Parking Fees	68 miles @ 45p	“	30.60
“	Printing	Instant Ink Cartridges	“	4.49
“	OneDrive	Subscription	“	1.99
HM Revenue & Customs	Monthly Deductions (G Kelly) (November 2023)	Income Tax and NI Deduction	050410 (part)	317.47
HM Revenue & Customs	Monthly Deductions (A Shutt) (October 2023)	Income Tax Deduction	050410 (part)	20.80
HM Revenue & Customs	Employers NIC	Parish Clerk	050410 (part)	86.56
Andrew Shutt*	Monthly Fee (October 2023)	Allotment Superintendent (gross)	050409	104.20
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (October 2023)	050411	3427.37
Blachere Illumination Ltd	Christmas Lights	Installation and Removal	050412	1380.00
“	“	VAT	“	276.00
Fabrikat (Nottingham) Ltd	Structural Column Testing	Parkhill	050413	1785.00
“	“	VAT	“	357.00
Durham County Council	Commando Box Installation	Parkhill	Via BACS	2536.60
“	“	VAT	“	507.32
Mazars LLP	Professional Fees	2022/2023 Audit	050414	420.00
“	“	VAT	“	84.00
Bowburn Community Centre	Royal British Legion Wreath	Donation	050417	50.00
Durham County Council	Lease	Cassop Playing Field	050416	1.50
Bowburn Community Centre	Room Hire	September & October 2023	050418	40.00

\*Cllr Shutt declared an interest in the item above.

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

## ACCOUNTS (INCOME)

**13 OCTOBER 2023 – 9 NOVEMBER 2023**

Name	Description	Details	£ p
Various	Allotments	Fees	44.00

**87. DATE OF NEXT MONTHLY MEETING**

Agreed that the date of the next Monthly Meeting is to be Wednesday 20 December 2023 at 6.30pm at Cassop Community Centre.

I agree these to be a true record of the Monthly Meeting held on Wednesday 15 November 2023 at 6.30pm at Bowburn Community Centre.

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