

MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT CASSOP COMMUNITY CENTRE ON WEDNESDAY 20 DECEMBER 2023 AT 6.30pm

Present: Councillors Bradley, Henderson, Johnson, Morgan, Parker, Prince, Richardson, Ridley, Robinson, Shutt and Storey.

(Councillor Robinson in the Chair)

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

88. APOLOGIES

Apologies for absence were received from Councillors Dolan and Raine.

89. MINUTES OF THE MONTHLY MEETING HELD ON 15 NOVEMBER 2023

The Chair asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 15 November 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 15 November 2023 be agreed and signed as a true and accurate record.

90. PLANNING APPLICATIONS 2023

Applicant	Details	Resolved Action
DM/23/03499/PNT Cornerstone Land West Of Heugh Hall Farm Cottage Bowburn DH6 5NJ	Prior notification for the erection of 20m telecommunications mast and equipment cabinets in place of existing 15m mast and associated equipment	No objection

RESOLVED that the action be noted.

91. CLERK'S REPORT

(i) Finance and Forward Planning Sub-Committee

Members were required to set a date for a meeting of the Finance and Forward Planning Sub-Committee in order to consider the Annual Budget Calculation for

2024/2025. The Sub-Committee would make recommendations to be considered at the monthly meeting of the Parish Council on Wednesday 17 January 2024.

It had previously been agreed that the Finance and Forward Planning Sub-Committee would review the Parish Council Risk Assessment on an annual basis, and it was proposed that this also be considered in January. The sub-committee would comprise all Members of the Parish Council.

(ii) Section 106 Funding

The updated list of available Section 106 funding had been provided for parish councils. The monies available for the Coxhoe ward were shown at Appendix 1 of the report.

County Councillor Blakey advised that it was hoped to use Section 106 monies to fund a safe crossing point over the B6291 in Parkhill. It was felt that the people who had been the most inconvenienced by the development should benefit most from the funding.

(iii) Quarterly Budget Monitoring

The Budget Monitoring report for the second quarter of the financial year 2023/2024 was attached for information at Appendix 2 of the report.

RESOLVED that: -

- (i) that a meeting of the Finance and Forward Planning Sub-Committee be arranged for Wednesday 10 January 2024 at 6.30pm;
- (ii) the available Section 106 funding be noted; and
- (iii) the Quarter 2 budget monitoring report be noted.

92. LOCAL YOUTH SERVICES

The Local Youth Services report for December 2023 had been submitted to the Parish Council.

The Year 6 youth club was up and running and proving very popular. Other clubs had been relatively quiet over the last few weeks and this had given staff a chance to do more targeted work with young people.

Two Christmas parties had been held; one for young children and one for the older young people and these had been delivered in partnership with Pump 12. The centre would close on 18 December and reopen on Monday 8 January 2024.

Councillor Storey reported that the sessions at Cassop were still being well attended with an average of 20 young people coming along.

RESOLVED that the update be noted.

93. LOCAL FOOTPATHS AND RIGHTS OF WAY

Richard Cowan was in attendance and highlighted an issue regarding Cassop Vale. In the last few months there had been an excessive number of cattle in the vale and this had resulted in the footpaths being chewed up. He also noted that cattle on the footpath could be very unsettling for people walking in the area and was a liability for the farmer.

Councillor Storey agreed that this was an issue which should be raised, particularly now as there was signage directing people to the walk. He added that the vehicle which was used to feed the cattle had damaged the kerbs in the area and that drainage problems could occur when drains were blocked with feed.

RESOLVED that the concerns about the footpaths in Cassop Vale be raised with the Rights of Way Officer at Durham County Council.

94. ALLOTMENTS, GARAGES AND CEMETERY

The Parish Clerk reported that PC Blair had spoken to the resident who had arranged for a tree to be felled in Bowburn Allotments without first seeking permission. PC Blair had confirmed that the incident was classed as criminal damage but it was agreed that this would be dealt with by means of a warning.

It was reported that there had been further fly-tipping in the allotments where a fence was leaning over and exposing existing rubbish. The Allotment Supervisor would contact a local contractor to obtain a price for repairing the fence and removing the waste which had been deposited on the plot.

The Parish Clerk had invited a number of local firms to submit tenders for the maintenance work required in the cemetery and the quotes would be returned in early January.

There had been an incident where a car had reversed in to the gate of the field adjacent to the cemetery and caused part of the cemetery wall to be brought down. It was unclear whether the gate had been attached to the cemetery wall without permission, however it was difficult to ascertain this given the current position of the wall.

Quotations would be sought for the required repairs with the potential to make a claim on the Parish Council's insurance should the cost of the works be excessive.

RESOLVED that the update be noted.

95. COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor Hutchinson provided updates on the following: -

- Parking issues in Robson Crescent
- Rubbish in Steavenson Street
- Housing advertisement signs

Councillor Storey raised issues on Lynn Crescent regarding shared drives and parking on the road which had led to problems with refuse collection. County Councillor Hutchinson reported that the Highways department had been out to Lynn Crescent and Believe Housing were going to write to tenants providing advice on shared drives and parking on paths.

RESOLVED that the update be noted.

96. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (gross)	1 – 31 December 2023	050423	945.55
“	Mileage/Parking Fees	34 miles @ 45p	“	15.30
“	Printing	Instant Ink Cartridges	“	4.49
“	OneDrive	Subscription	“	1.99
“	Office Allowance	Quarterly	“	95.00
“	Telephone Allowance	Quarterly	“	41.00
HM Revenue & Customs	Monthly Deductions (G Kelly) (December 2023)	Income Tax and NI Deduction	050425 (part)	189.00
HM Revenue & Customs	Monthly Deductions (A Shutt) (November 2023)	Income Tax Deduction	050425 (part)	20.80
HM Revenue & Customs	Employers NIC	Parish Clerk & Allotment Supervisor	050425 (part)	100.22
Andrew Shutt*	Monthly Fee (November 2023)	Allotment Superintendent (gross)	050424	104.20
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (November 2023)	050426	3434.23
Andrew Shutt*	Parish Paths Strimming	Final Payment	050427	624.23
“	“	Mileage	“	44.10
HM Revenue & Customs	Deductions (A Shutt) (Parish Paths)	Income Tax and NI	050425 (part)	288.24
Thinford Nurseries Ltd	Refill of Tubs	Winter Planting	050428	1335.00
“	“	VAT	“	267.00
Max Recycle	Bowburn Cemetery	Landfill Diversion Charge	050429	185.64
“	“	VAT	“	37.13
Bowburn Village Celebration	Interchange	Parish Newsletter	050430	200.00

Andrew Shutt*	Bowburn Cemetery	Strimming	050431	240.00

*Cllr Shutt declared an interest in the item above.

RESOLVED that these items of expenditure be noted.

ACCOUNTS (INCOME)

9 NOVEMBER 2023 – 14 DECEMBER 2023

Name	Description	Details	£ p
Martin Rankin Funerals	Bowburn Cemetery	Burial Plot – Longstaff	150.00
Durham County Council	Parish Paths	Grant	1294.80

97. DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 17 January 2024 at 6.30pm at Bowburn Community Centre.

I agree these to be a true record of the Monthly Meeting held on Wednesday 20 December 2023 at 6.30pm at Cassop Community Centre.

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