



..
..
..
..
..

Our ref: PDH/SG
Ask for: Peter Hughes
Date: 22nd April, 2022

Dear Councillor,

Your attendance is invited at the Annual Meeting of **BURNHOPE PARISH COUNCIL** for consideration of the undernoted agenda. The meeting will be held in Burnhope Community Centre, on **Thursday, 5th May, 2022** commencing at **6:00 p.m.**

Yours faithfully,

PETER HUGHES
Clerk

A G E N D A

1. **APPOINTMENT OF CHAIR**
2. **CHAIR'S REMARKS RE 2021/22**
3. **APPOINTMENT OF VICE-CHAIR**
4. **PARISH PRECEPT**
5. **CHEQUE SIGNATORIES**
6. **DATES OF MEETINGS**
7. **APPOINTMENT TO OUTSIDE BODIES**
Burnhope Partnership
Community Centre
Smaller Councils
HAGGRID
Mid Durham Area Action Partnership
Friends of Burnhope War Memorial

Minutes of a meeting of Burnhope Parish Council held on Thursday 5th May 2022 in Burnhope Community Centre at the conclusion of the Annual Meeting of the Council.

Present:

Councillor D. Coates - Chair
Councillors J. Box, L. Clarke, B. Henderson, S. J. McCormick, C. J. McCulloch and I. McKeag.

In Attendance

County Councillors M. McGaun and D. Oliver, and Alderman O. Johnson.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors T. Clarke, P. Luther, T. Metcalf, G. Smith and PCSO A. Tonge.

Annual Accountancy and Governance Statement

The Clerk presented a detailed report on the Statement of Accounts and the Council's Internal Audit controls for the financial year ended 31st March 2022, together with the Accountancy Statement for the same period.

RESOLVED that the Parish Council approves the Annual Governance Statement as detailed by the Clerk, together with the Accountancy Statement. The Statement to be forwarded to the Council's External Auditor for approval.

Police Report

The Clerk read out the following Police Report:

<u>Category</u>	<u>Number of Incidents</u>
Transport	9
Public Safety	12
Anti-Social Behaviour	6
Alcohol Related	1
Domestic Incidents	2
Vulnerable Adults / Child	10
Mental Health	2
Drug Related	0
Total	42

Partnership Report

Councillor Henderson reported that a meeting of the Partnership would shortly be held. All allotments are now taken.

Community Centre Report

Councillor Box reported that:

- A High Tea, for eighty persons, was being organised to celebrate the Queen's Platinum Jubilee. In addition activities are being arranged for children.
- A new caterer has taken over the Luncheon Club. Forty-two persons attended.
- All Groups meeting in the Centre are doing well.
- The next meeting of the Area Action Partnership is to be held in the Centre on 25th May 2022.

Minutes

Resolved that the Minutes of the Meeting of Burnhope Parish Council held on 7th April 2022 be approved as a correct record.

Finance Report

The Clerk reported that the following payments had been made since the last meeting of the Council:

Description	Amount
	£
British Gas - Standing Charge for electricity for Christmas Tree Lights	12.25
Historic Property Restoration Ltd. Retention for War Memorial Work	2415.82
T. Cartmell – Internal Audit	70.00
County Durham Association of Local Councils - Subscription	210.93
Zurich Municipal - Insurance	1684.57
T. Kernahan – Web Duties	46.10
Garage Bar Grille – Defibrillator Installation	110.00
Total	4549.67

Correspondence

The Clerk reported upon the following items of correspondence:

- County Councillors – Road Safety meeting and Burnhope Road Safety. Works still outstanding.
- Area Action Partnership – Application Form – Neighbourhood Budget Small Grants Platinum Jubilee Fund. £200 grant from County Councillors to Parish Council for Platinum Jubilee events. The Chair advised of events to be held in both the Community Centre and Burnhope School.
It was **Agreed** that the Parish Council provide £200 matched funding for these events.

Knotweed

The Clerk reported that he had received a 'phone call earlier that day and subsequently an e-mail from A. Childs of The Avenue, Burnhope in relation to the discovery of Knotweed

growing in the garden of the property and on adjoining land in the ownership of the Parish Council.

The owner of the Property in The Avenue had contacted a specialist company to conduct a survey of both areas of land and this had confirmed the presence of Knotweed which required urgent attention.

The Clerk advised that a copy of the Survey Report had been made available to the Council. The total cost of the remedial works was estimated at £2,000 plus VAT.

Both the Chair and the Clerk had attended a meeting, immediately prior to the Annual Meeting of the Council, where they viewed the Knotweed. The Council was advised that the owners of the property in question had begun legal proceedings against the previous owners.

Subsequently, the current owners of the property had asked the Council to share the cost of the remedial works aimed at removing the Knotweed. In the event that the litigation was successful the property owners would repay the Council's contribution.

The Clerk advised that, if the Parish Council was willing to share the cost of the remedial work, he recommended that this was subject to the property owners agreeing to certain conditions.

Following detailed discussions it was **Agreed** that the Parish Council should share the cost of the remedial work subject to the following conditions:

1. The owners of the property provide a written undertaking to repay the Council's contribution on completion of successful litigation.
2. The owners of the property obtain a letter from their Solicitors confirming that full repayment would be made to the Parish Council.
3. Progress on the legal proceedings to be reported, on a regular basis, to the Clerk of the Parish Council.
4. Stage payments to be made to the Contractor during the course of the remedial works.

Date of next meeting

The next meeting of Burnhope Parish Council will be held on **WEDNESDAY 1st June 2022** in Burnhope Community Centre at 6:00 pm.