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Our ref: PDH/SG  
Ask for: Peter Hughes  
Date: 20<sup>th</sup> January, 2024

Dear Councillor,

Your attendance is invited at the meeting of **BURNHOPE PARISH COUNCIL** for consideration of the undernoted agenda. The meeting will be held in Burnhope Community Centre on **Thursday 1<sup>st</sup> February, 2024** at 6.00 p.m.

Yours faithfully,

**PETER HUGHES**  
**Clerk**

**AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **POLICE REPORT**
3. **PARTNERSHIP REPORT**
4. **COMMUNITY CENTRE REPORT**
5. **MINUTES**  

To consider the minutes of the meeting held on Thursday 30<sup>th</sup> November, 2023.
6. **FINANCE REPORT**
7. **PLANNING MATTERS**
8. **CORRESPONDENCE**

Minutes of the monthly meeting of Burnhope Parish Council held on Thursday 30<sup>th</sup> November 2023 in Burnhope Community Centre at 6:00 p.m.

### **Present**

Councillor D. Coates (Chair)

Councillors J. Box, S. L. Clarke, B. Henderson, S. J. McCormick, C. J. McCulloch and G. Smith.

### **Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors T. Clarke P. Luther, T. Metcalf, and Alderman O. Johnson.

### **Police Report**

The Clerk reported that there was no Police Report.

Councillor Smith advised that two Police Officers had attended at Meadowfield following reports of anti-social behaviour.

### **Partnership Report**

There was nothing to report.

### **Community Centre Report**

All activities are going well.

### **Minutes**

**Resolved** that the Minutes of the meeting of Burnhope Parish Council held on 2<sup>nd</sup> November 2023 be approved as a correct record.

### **Parish Precept 2024/2025**

The Clerk reported the receipt of correspondence from Durham County Council providing details of the Parish Tax Base, together with a request for the Parish Precept for the financial year 2024/2025. The Local Tax Reduction Scheme Grant for 2024/2025 is £475.

The Clerk then provided details of the Parish Council's overall financial position, including details of future expenditure.

**Resolved** that the Parish Council agrees to a Precept in the sum of £8,200 for the financial year 2024/2025.

## Finance Report

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

Description	Amount
	£
British Gas - Electricity for Christmas Tree Lights	27.85
T. Kernahan – Web Duties	92.20
HMRC – Clerk Tax	125.00
P. D. Hughes – Salary and expenses	959.58
Derwentside Tree and Garden Services	4340.60
<b>Total</b>	<b>5545.23</b>

## Correspondence

The Clerk reported on the following items of correspondence:

- Durham County Council – Abandoned trailer, Beech Grove, Burnhope. Durham County Council Officer says that this appears to be a parking issue between residents and, therefore, a civil matter. **Agreed** that the Clerk should pursue the matter further.
- A. Childs – Knotwood issue settlement agreed. Repayment due to Parish Council.
- Durham County Council – New Play Area – Members examined four plans in respect of alternative schemes.
  - 1<sup>st</sup> Choice – Drawing No. 2
  - 2<sup>nd</sup> Choice – Drawing No. 1
  - 3<sup>rd</sup> Choice – Drawing No. 4

The Clerk then explained that, during a recent site inspection, it was found that one of the existing pieces of play equipment represented a safety risk. Following consultations with the Chair it had been agreed that Durham County Council should be asked to carry out the necessary repairs as soon as possible.

- L. Young – Councillor McCulloch had forwarded an e-mail regarding a Neighbourhood Plan and Advantages. Following discussion it was **agreed that** consideration of the matter be deferred for consideration when Alderman Johnson was present.

## Remembrance Sunday

The Chair reported that the Service had been very well attended. Councillor Clarke advised that after the Public Service had ended, a group of approximately sixty "Motor Bikers" had attended the War Memorial and held their own short Service. It seems that the "Bikers" attend a different War Memorial each year.

**Christmas Tree**

The tree has now been lit and is looking good.

It was suggested that a further protective panel will be needed around the tree as it grows.

**Agreed** to seek estimates for the cost of the work

**Date of next meeting**

The next Ordinary meeting of Burnhope Parish Council will be held on Thursday 1<sup>st</sup> February 2024 in Burnhope Community Centre commencing at 6:00 p.m.

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