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Our ref: PDH/SG  
Ask for: Peter Hughes  
Date: 28<sup>th</sup> May, 2019

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, 6<sup>th</sup> June, 2019**, commencing 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 following meetings:-

Annual Meeting of the Council – 1<sup>st</sup> May, 2019  
Ordinary Meeting of the Council – 1<sup>st</sup> May, 2019

6. **FINANCE REPORT**
7. **PLANNING MATTERS**
8. **CORRESPONDENCE**

Minutes of the Annual Meeting of Burnhope Parish Council held on Wednesday 1<sup>st</sup> May 2019 in Burnhope Community Centre at 6:00 pm

### Present

Councillors K. Barron, J. Box, D. Coates, F. Dawson, B. Henderson, P. Luther, I. McKeag and G. Smith.

### Apologies for Absence

Apologies for absence were submitted on behalf of Councillors H. Barron, A. Gibson, T. Metcalf and County Councillors J. Considine and O. Johnson.

### Appointment of Chair

The Clerk invited nominations for the position of Chair.

It was unanimously **RESOLVED that** Councillor D. Coates be appointed Chair for the ensuing year. Councillor Coates then signed the Declaration of Acceptance of Office.

### Chair's Remarks

"As in previous years I would like to thank members of our Parish Council for their support over the past year.

Thanks to:

- Councillor Smith for advice and expertise with our electrical and engineering projects (and issues).
- Councillor Gibson for organising our gardening, flower and bulb planting program.
- Councillor Jan Box, Vice Chair.

Thank you also to Peter Hughes, Parish Clerk for his continued work through an extremely personally traumatic year.

Thank you to County Councillors Ossie Johnson and Jude Considine for their invaluable help and advice.

Thank you to our local beat team PC Ian Nelson and PCSO Lisa Cullen-Jackson, for their tireless and productive work through difficult times.

As Lisa is moving on to a new venture within Durham Constabulary, I would like to take this opportunity to welcome the new PCSO to our Parish of Burnhope and hope our working relationship with the beat team continues to grow.

Over the past year (through planning and programs) we have continued to:

- replace village seating and flower tubs.
- work with Lanchester Parish Council to produce a very successful Lighting of the Beacon event.
- light our village Christmas tree.
- arrange the planned maintenance of our Parish Cemetery (thank you to Barry and his team for their care, compassion and professionalism caring out their work in that environment).

In addition, we gained Grade two listing status for our wonderful War Memorial (the work put into the refurbishment has not gone unnoticed)

Whilst numerous other actions taken over the past year are not mentioned or documented here; they have not gone unnoticed. Our village and Parish are improving steadily year by year and with continued support from members will grow from strength to strength (any doubters out there just ask them what things were like around 10 years ago?)

Thank you again,

Derek Coates  
Chair of Burnhope Parish Council"

### **Appointment of Vice-Chair**

It was unanimously **RESOLVED that** Councillor J. Box be appointed Vice-Chair for the ensuing year. Councillor Box then signed the Declaration of Acceptance of Office.

### **Parish Precept**

The Clerk reported that the Parish Precept for 2019/2020 was £6,600.

### **Cheque Signatories**

**RESOLVED that** all members of the Parish Council be appointed cheque signatories.

### **Dates of Meetings**

**RESOLVED that**, wherever possible, meetings of the Parish Council will be held on the first Thursday of each month apart from August and January.

**Appointments to Outside Bodies**

**RESOLVED** that the following appointments be made to outside bodies: -

<b>Organisation</b>	<b>Parish Council Representative</b>
Burnhope Partnership	Councillor B. Henderson
Burnhope Community Centre	Councillor J. Box
Smaller Councils' Committee	Councillors J. Box, F. Dawson and P. Luther
HAGGRID	Councillors K. Barron and B. Henderson
Mid Durham Area Action Partnership	Councillors J. Box and F. Dawson (Observer Councillor A. Gibson)
Friends of Burnhope War Memorial	Councillors H. Barron, J. Box, D. Coates and F. Dawson.

Minutes of a meeting of Burnhope Parish Council held in Burnhope Community Centre at the conclusion of the Annual Meeting on Wednesday 1<sup>st</sup> May 2019.

### Present

Councillor D. Coates (Chair)

Councillors K. Barron, J. Box, F. Dawson, B. Henderson, P. Luther, I. McKeag and G. Smith.

### Apologies for Absence

Apologies for absence were submitted on behalf of Councillors H. Barron, A. Gibson, T. Metcalf and County Councillors J. Considine and O. Johnson.

### Partnership Report

Councillor Henderson reported that the AGM was to be held on 13<sup>th</sup> May 2019 in the Chapel Hall.

### Community Centre Report

Councillor Box reported that:

- the Burnhope Banner Group was to hold an Open Day in the Community Centre when, it is hoped, the Banner will be mounted in the main hall of the Community Centre.
- Age UK will soon commence the scheme "The village that refused to die."

### Minutes

**RESOLVED** that the minutes of the meeting of the Parish Council held on 4<sup>th</sup> April 2019 be approved as a correct record.

### Finance Report

The Clerk reported on the following payment made since the last meeting: -

<b>Detail</b>	<b>Amount</b>
	£
Lanchester Parish Council – Contribution to Beacon Event	1515.00
T. Kernahan – Web duties	46.10
Zurich Municipal – Insurance	1399.51
Shaw and Sons – Accounts Book	74.40
County Durham Association of Local Councils - Subscription	256.01
<b>Total</b>	<b>3291.02</b>

## **Planning Matters**

The Clerk reported upon the following Planning Applications received by Durham County Council:

6. The Villas, Burnhope, detached garage – No objection.  
Holmside Vicarage, Holmside Lane, Burnhope – erection of gazebo – No objection

## **Correspondence**

The Clerk reported upon the following items of correspondence: -

- S. McDonald – Update regarding utilities at The Avenue, Burnhope.
- County Durham Association of Local Councils – Section 137 Expenditure.

## **Risk Assessment**

The Clerk invited Members to consider Risk assessments in respect of the following:

- Cemetery - Records kept, banking done in a timely manner.
- Pit Wheel – Ensuring condition good.
- Banking – done in a timely manner.
- Pit Banner – Insured and stored safely.
- Play Area – Maintained and inspected regularly. – It was agreed to remove and replace the “Play Bark.”
- Insurance – in accordance with advice from the Insurers.

**RESOLVED** that the above issues be noted and approved.

## **Christmas Tree Lights “Switch-on”**

Councillor F. Dawson requested that the Christmas Tree Lights “Switch-on” be held earlier in December 2019 and that it be advertised.

**AGREED** that an earlier “Switch-on” date be approved and advertised.

## **Holmside Village - Speeding**

Several residents of Holmside were in attendance at the meeting to report on what were considered to be vexatious complaints regarding examples of car parking which was seen as an attempt to reduce speeding through the village.

Members informed the residents of the current situation regarding speeding in the village and of the efforts being made by the Police to reduce the problem. The residents were assured that this matter would be kept under constant review.

## **Details of next meeting**

The next Ordinary Meeting of Burnhope Parish Council will be held on Thursday 6<sup>th</sup> June 2019 in Burnhope Community Centre at 6:00 p.m.