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Our ref: PDH/SG
Ask for: Peter Hughes
Date: 12th September, 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, 3rd October, 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 meeting held on 5th September, 2019.
6. **FINANCE REPORT**
7. **PLANNING MATTERS**
8. **CORRESPONDENCE**

Minutes of a meeting of Burnhope Parish Council held in Burnhope Community Centre at 6:00 pm on Thursday 5th September 2019.

Present

Councillor D. Coates (Chair)

Councillors H. Barron, K. Barron, F. Dawson, A. Gibson, B. Henderson, P. Luther, I. McKeag, and G. Smith.

In Attendance

County Councillors J. Considine and O. Johnson.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors J. Box and T. Metcalf.

Partnership Report

Councillor Henderson reported upon the success of the Fun Day held recently. Approximately £800 profit was made on the day. Haggrid has now handed over Ingleby Paddock to the Partnership. Only one allotment remains vacant.

Community Centre Report

Councillor Coates reported that the Centre was operating satisfactorily at present.

An application for funding has been made in respect of the appointment of a Business Development Manager.

Minutes

RESOLVED that the minutes of the Ordinary Meeting of the Burnhope Parish Council held on 4th July 2019 be approved as a correct record.

Finance Report

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

Detail	Amount
	£
G. Smith – Reimbursement of cost of pressure washer.	117.00
Hock Site Welding Limited – Play Area repairs	96.00
D. Coates – reimbursement of cost of weed killer and spraying device	34.82
Mazars Group – audit fees	240.00
T. Kernahan – Web duties	58.56
HMRC – Clerk - Tax	90.00
P. D. Hughes – Salary (April – June 2019)	360.00
Total	996.38

Planning Matters

The Clerk reported the receipt of the following Planning Applications from Durham County Council:

19/2051 – 1 Burnhope Court, Burnhope – Change of use of land to additional garden curtilage and the erection of a 90 square metre shed for the storage of vintage tractors. **Agreed** that Durham County Council be requested to consider the application within existing planning policies.

19/2683 – Land to the west of 1A Front Street, Burnhope – Construction of single detached dwelling-house. **Agreed** that Durham County Council:

- be requested to consider the application within existing planning policies.
- be requested to examine whether the application extends the Village Development Limit.

19/2645 – 50 Meadowfield, Burnhope – double storey rear extension – No objection.

Correspondence

The Clerk reported upon the following items of correspondence: -

- County Durham Association of Local Councils – Long Term Empty Property Council Tax Premium.
- GBZ – Payment of £1,116.28 in response to insurance claim for damage to War Memorial.
- Environment Agency – Change to Environment Agency Water Resource Licensing.
- Smith Roddam Solicitors – Deed of Grant of Easement.
- Durham County Council – Budget Planning 2020 / 2021.
- Derwentside Tree and Garden Services – Quotation in respect of renewal of bark chippings in children's play area and refurbishment of the ground area. It was pointed out that the works were necessary to comply with the Council's Insurance Policy. The quotation was in the sum of £3,485. **Agreed** that the quotation in the sum of £3,485 be accepted and that all necessary works be carried out at the earliest opportunity.

Audit of Accounts 2018/2019

The Clerk reported that Mazars had now completed the Audit of Accounts for the year ended 31st March 2019, which included the Certified Annual Government and Accountability Returns.

The External Auditor's Certificate and Report (details of which were read out by the Clerk) was also included. There were no matters to draw to the attention of the Council.

Resolved that the information relating to the Audit of Accounts for the year ending 31st March 2019 as detailed above be approved and accepted.

Christmas Tree Lighting

Councillor Smith reported that Durham County Council had confirmed that an order had been placed for a “cabinet” to accommodate equipment necessary for the permanent electricity supply for the Parish Council’s Christmas Tree. In addition, Northern Electric had been instructed to arrange the necessary electricity supply.

Agreed that the “Switch On” of the Christmas Tree Lights would take place on Wednesday 4th December 2019 at 6:00 p.m.

Greenwood Avenue

Councillor Henderson reported that a number of “Quad Bikes” were being ridden in the village and, in particular, in the Greenwood Avenue area.

Members were asked to collect information which could be passed to the Police and to the Neighbourhood Warden for attention.

Councillor Gibson asked that an email be sent to Durham County Council asking about progress on the sale of the land. **Agreed** that the Clerk should send a suitable email as soon as possible.

Planting – “Pit Wheel” area

Agreed that the Clerk should email Martin Briscoe of Durham County Council regarding the planting of the area.

‘Bus Services

Members referred to the Minutes of the meeting held on 4th July 2019 which recorded that notification had been received that ‘bus services were to be reduced from half-hourly service to hourly. Since that time – on at least three occasions – the ‘bus has not turned up at all. This caused considerable inconvenience to passengers, particularly those persons relying on the service to get them to work on time.

Agreed that the Clerk should write to Go North East with a copy of the letter to be sent to Durham County Council.

December 2019 meeting

It was agreed that the next Ordinary Meeting of Burnhope Parish Council due to take place on 5th December 2019 should be re-scheduled to 28th November 2019.in Burnhope Community Centre at 6:00 p.m.

Details of next meeting

The next Ordinary Meeting of Burnhope Parish Council will be held on Thursday 3rd October 2019 in Burnhope Community Centre at 6:00 p.m.