

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON
PARISH COUNCIL HELD ON WEDNESDAY 20 NOVEMBER 2019 IN BOWBURN
COMMUNITY CENTRE AT 6.30pm**

Present: Councillors Blackburn, Johnson, Leake, Raine, Richardson, Ridley, Salisbury, Shutt, Spoons and Storey.

(County Councillor Dunn was also in attendance).
(Councillor Shutt was in the Chair)

98 APOLOGIES

Councillors McKeon, Morgan, Robinson and Syer and County Councillor Blakey.

99 NEIGHBOURHOOD PLAN

Shaun Hanson was in attendance at the meeting to provide an update on the development of the Neighbourhood Plan. Shaun had been reviewing the draft with the county council and the recommended approach was that the refresh of chapter six should deal more comprehensively with design rather than just renewable energy.

In the current draft plan there were two separate policies: CCQ5 – Development design for energy efficiency and renewal energy; and CCQ6 – Home Quality Mark. It had been suggested that these policies be merged and their wording modified and customised to cover all aspects of design, including energy use and environmental footprint issues. Examples of such policies were given within the briefing paper which had been circulated to all Members.

The Neighbourhood Plan Steering Group had agreed this approach and Councillor Salisbury indicated that, once the proposed alterations were made, the six week consultation period could begin towards the end of February and close around Easter time.

RESOLVED that policies CCQ5 and CCQ6 in Chapter 6 of the draft Neighbourhood Plan be combined in to one 'catch all' policy.

100 CO-OPTION TO VACANCY ON PARISH COUNCIL

A vacancy had been advertised in the East ward of the parish and as no request to hold an election had been received by the deadline of 8 October 2019, the Parish Council was now able to co-opt to the vacancy.

Mr George Storey had expressed an interest in the position and had been invited to attend the parish council meeting to address the Members. Mr Storey provided

information about his background and the relevant experience which he felt he would be able to bring to the Parish Council.

It was proposed and duly seconded that George Storey be co-opted to the vacancy on the Parish Council.

It was therefore **RESOLVED that** George Storey be invited to become a member of Cassop-cum-Quarrington Parish Council.

101 MINUTES OF THE MONTHLY MEETING HELD ON 16 OCTOBER 2019

The Chairman asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 16 October 2019 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 16 October 2019 be agreed and signed as a true and accurate record.

102 A NEW ARTWORK FOR BOWBURN

Joanne Ashworth, Groundwork North East and Cumbria, was in attendance at the meeting and confirmed that the Section 106 application for funding had now been approved and £77,001 had been allocated for the project.

The next step was to develop a brief for artists and to invite them to tender for the work. The brief could provide an example of what the parish council wanted an artist to do, how the commission would be undertaken, the materials to be used and the budget available.

Members were asked if the location of the artwork was to remain as that previously identified and it was confirmed that the artwork was to be positioned on the green space on the left after the filling station. The footpath at the site was to be re-instated and this was included within the funding application.

Parish councillors discussed the nature of the proposed artwork and whether it should have a functional application. Members agreed that the local community needed to be part of the process right from the start, however it would also be useful to have some general themes and ideas which people could start to build on.

It was noted that Parkhill also had Section 106 funding available and had links with Ray Lonsdale and had approached him about creating an artwork there. Joanne highlighted that Ray Lonsdale was very busy, although she agreed that it would be lovely to have something in Bowburn which complemented what was to be installed at Parkhill. She undertook to contact Ray Lonsdale regarding his availability.

Joanne suggested that she could go away and draw up a list of potential artists and possibly examples of their work and therefore begin the development of an artist's brief. Members agreed that this was an appropriate way forward.

RESOLVED that Joanne Ashworth be requested to begin the process of identifying potential artists and developing an artist's brief and to report back to the parish council at the earliest opportunity.

103 PLANNING APPLICATIONS 2019

Applicant	Details	Resolved Action
DM/19/02991/FPA (Mr David Wilkinson, Cornforth Moor Farm, Tursdale, DH6 5NR)	Conversion of redundant milking parlour to bungalow	No objection

104 CLERK'S REPORT

(i) General Election and Purdah

Members were reminded that the purdah period for the General Election on 12 December 2019 had begun on 8 November. Copies of the guidance issued by Durham County Council's Head of Legal Services had been circulated to parish councillors separately.

RESOLVED that the guidance in relation to the forthcoming General Election be noted.

(ii) Finance and Forward Planning Sub-Committee

The Finance and Forward Planning Sub-Committee had met on 13 November 2019 to take an early look at the budget commitments which would be required for 2020/2021 and the in-year requests which had been made of the parish. It was noted that the Parish Council had made 'in principle' decisions to fund a number of additional items during this financial year and further clarification had been requested on some of these.

In relation to the Christmas lights at Bowburn, it was confirmed that there would be 17 fixtures rather than 15 as originally reported. These would be funded by the Bowburn and Parkhill Community Partnership and were proposed to be maintained by the parish council at a cost of £100 per fixture, a total of £1,700 per annum. The Parish Council was to be invoiced for the lights but the money would be provided by the partnership.

County Councillor Dunn reported that Councillor McKeon had now reserved the lights and they were ready for dispatch. Unfortunately, the lights which had been

chosen by the school children were not available so the most similar items had been selected.

Three lighting columns had failed testing, two in Mary Terrace and one in Durham Road West, but it was hoped that these would be replaced in time for installation. From Junction 61, light fixtures were to be installed on every other lamppost. With regard to the annual charges, County Councillor Dunn stated that the lights were tested annually by an electrician and that Coxhoe Parish Council had not experienced any issues in the six years since they had installed Christmas lights. Members agreed to fund the ongoing maintenance of the light fixtures.

A scheme had also been developed to install up to 17 planters in Cassop; these would be metre square tubs placed in strategic locations in the village and a plan was shown to councillors to illustrate the dispersal of these. The annual cost for these planters was £30 each, a total cost of £510 per annum from 2021/2022. Parish councillors queried if all residents had been consulted on the proposal as they felt that they might not want to have all 17 planters. County Councillor Dunn indicated that the views of local people would be sought before a final decision on the number of planters was made. Members agreed to fund the ongoing costs of the planters from 2021/2022 onwards.

Turning to the proposal to situate 11 new salt bins in Bowburn and Cassop, County Councillor Dunn advised that the locations had been selected by taking into account the county council's criteria for the provision of salt bins. The annual cost for the bins would be £29 per season and the new bins would technically become part of the County Durham stock and be maintained as such. The ongoing commitment from the parish council would be £319 per annum and this could potentially start in the current financial year.

Parish councillors had queried whether there was a need for this number of salt bins in the area and it was noted that these was not the most attractive of street furniture. There was also concern that these bins should be securely anchored as there was a tendency for existing bins to be 'tipped up'. Members were provided with a map showing the location of the salt bins and it was noted that initially it had been planned to install 17 bins but this had now been reduced to 11. Members were asked to consider the proposal to locate 11 new salt bins in Bowburn and Cassop and six councillors agreed to support the proposal with one voting against.

The Parish Council **RESOLVED** that: -

- (i) the Christmas light fixtures be maintained by the Parish Council at a cost of £1,700 per annum;
- (ii) the ongoing costs of maintaining up to 17 planters in Cassop at £30 per annum be met by the Parish Council from 2021/2022 onwards; and
- (iii) it be agreed that 11 new salt bins be located in Bowburn and Cassop at a seasonal cost of £29 per bin.

(iii) Land Adjacent to 18 and 19 Oakfield Crescent

Durham County Council had advised the Parish Council that a request had been received to purchase land adjacent to 18 and 19 Oakfield Crescent in Bowburn. The land was to be used as garden land.

RESOLVED that the Parish Council have no objection to the sale of the land.

(iv) Memorial Bench

The Parish Council had received a communication from Ian Thompson of Park Avenue, advising of a proposal to install a memorial seat in Tursdale Children's Park in memory of the late Alan Richardson. Mr Thompson would meet the costs of this memorial seat.

RESOLVED that the Parish Council has no objection to the memorial seat but requested that detail of the design be provided.

105 PROPOSED FOOTPATH FROM HILLTOP VIEW TO A177

Councillor Raine reported that she and Councillor Blackburn had undertaken a survey of residents at Hill Top View and were able to obtain views from 60% of the residents with there being a resounding response that the footpath was not wanted. A petition had also been submitted with a number of signatures against the construction of the footpath on the grounds of safety and security. On this basis, it was recommended that the Parish Council propose to Durham County Council that the footpath is not required.

County Councillor Dunn commented that this was a scheme which the county council were attempting to complete after the developer had walked away. The rationale for establishing the footpath was now no longer feasible and the Highways department had confirmed that this would not now be done.

Councillor Blackburn suggested that another letter be sent to residents advising of the outcome of the survey and that the parish council would not be pursuing the footpath.

RESOLVED that a letter be sent to the residents of Hill Top View to inform them that it was not the intention of the parish council to pursue the creation of the footpath.

106 INTEGRA 61 DEVELOPMENT

County Councillor Dunn advised that he had received confirmation from the planners that they had suggested graduated grey colouring on the new building at the site. The developer did not agree to this and this was not an issue which could lead to approval being withheld. He had raised the matter of the lighting at the site and had

been told that this was needed for security purposes. The steel work for the building was 90% complete at the present time.

With regard to Junction 61, work was beginning on extra carriageways to the A688 at TurSDale. There had been some discussion about the safe route from Parkhill to the site and the engineers had said that to get from Durham Road to Parkhill there were four road crossings, all of which were pelican controlled. County Councillor Dunn said that he had made the parish council's views on this clear and the alternative compromise might be to resurrect the old safe route down the A688.

Councillor Ridley queried why it was not possible to finish the work one bit at a time and Councillor Dunn said that he would feed that back to the county council.

RESOLVED that the update be noted.

107 SECTION 106 FUNDING

The table showing available Section 106 funding was submitted to the Parish Council. The following amounts were available: -

- Cape Site - £35,000 for Public Art
- Land south of Oakfield Crescent, Bowburn - £9,669 for Public Art and £40,000 for Open Space
- Land at Crow Trees Lane, Bowburn - £46,000 for Open Space and £33,350 for Public Art
- Land at Surtees Avenue, Bowburn - £20,750 for Recreation and Open Space and £11,400 for Public Art

It was noted that this did not take into account the £77,001 which had been allocated for the new artwork and this was made up of funds associated with the Cape Site and the land at Oakfield Crescent and Crow Trees Lane.

Councillor Dunn stated that a proposal was to be brought forward to install fencing on the football field to prevent dogs accessing the field.

RESOLVED that the information be noted.

108 LOCAL YOUTH SERVICES

The Youth Services report for November 2019 had been submitted to the Parish Council.

RESOLVED that the Local Youth Services progress report be noted.

109 LOCAL FOOTPATHS AND RIGHTS OF WAY

Councillor Blackburn advised that there was a 'No Trespassing' sign on Bridleway 36 and suggested that this should be checked with Owen Shaw.

RESOLVED that the signage at Bridleway 36 be raised with Owen Shaw.

110 ALLOTMENTS, GARAGES AND CEMETERY

There was nothing to report.

111 COUNTY COUNCILLORS' REPORTS

Councillor Dunn reported that work would start on the new primary school in March 2020 and this was due to be completed by Easter 2021.

He also advised that an application been made by the Bowburn and Parkhill Community Partnership for new trees to be planted at Bowburn as part of a £1million scheme. These could be planted in February and March and it was noted that the Partnership would liaise with the Clean and Green Team regarding the location of the proposed artwork so that the trees would not impact on this.

RESOLVED that the update be noted.

112 GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

Correspondence Received	Details of Information
Northumbria Water Limited	Intention to carry out a topographical survey on land owned by the Council

113 ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 30 November 2019	050021	574.94
"	Mileage/Parking Fees	68 miles @ 65.0p	"	44.20
HM Revenue & Customs	Monthly Deductions (G Kelly) (November 2019)	Income Tax Deduction	050023 (part)	143.80
HM Revenue & Customs	Monthly Deductions (A Shutt) (October 2019)	Income Tax Deduction – Allot Superintendent	050023 (part)	16.40
Andrew Shutt *	Monthly Fee (October 2019)	Allotment Superintendent (after tax)	050022	65.70
Andrew Shutt *	Final Payment	Local Footpath Strimming	050024	367.83

“	Mileage	106 miles @ 65.0p	“	68.90
HM Revenue & Customs	Deductions for Strimming Work	Income Tax and NI	050023 (part)	201.52
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (October 2019)	050025	3,124.04
Planning Advice Plus	Professional Services	Neighbourhood Plan – Design Codes	050026	2000.00
Durham County Council	Lease	Land adjacent to Dene View, Cassop	050027	1.50
Frank Salisbury	Printer Cartridges	Neighbourhood Plan	050028	11.99

*Councillor Shutt declared an Interest in the items shown above.

ACCOUNTS (INCOME)

9 October to 12 November 2019

Name	Description	Details	£ p
Durham County Council	Parish Paths Funding	Summer Works	948.60
Groundwork North East	Neighbourhood Plan	Design Codes	8000.00

RESOLVED that these items of income and expenditure be approved.

114 DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 18 December 2019 in Cassop Community Centre at 6.30pm.

I agree these to be a true record of the Monthly Meeting held on Wednesday 20 November 2019 at Bowburn Community Centre.

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