

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON
PARISH COUNCIL HELD ON WEDNESDAY 17 APRIL 2019 IN BOWBURN
COMMUNITY CENTRE AT 6.30PM**

Present: Councillors Blackburn, Love, Morgan, Raine, J Richardson,
Robinson, Salisbury, Shutt and Spors.

(County Councillors Blakey and McKeon were also in attendance.)
(Councillor Shutt was in the Chair.)

(Shaun Hanson, Planning Advice Plus was in attendance for the item on the
Neighbourhood Plan.)

*Prior to the commencement of the meeting, Parish Councillors held a minute's
silence as a mark of respect for Councillor Alan Richardson, who had recently
passed away.*

45 APOLOGIES

Councillors Morgan and Shutt.

46 NEIGHBOURHOOD PLAN

Parish Councillors had previously been provided with a copy of the pre-submission draft Neighbourhood Plan. Councillor Salisbury advised that the draft document would be forwarded to Durham County Council for a 'health check' after amendments were made to reflect comments made by parish councillors. An issue had been highlighted with regard to allotments in Cassop and further investigation was required before determining whether these would be included as valued assets.

Shaun Hanson stated that all of the text of the plan was in place and that the maps were working maps. Durham County Council had their own department dealing with maps and there would need to be liaison with the county council to obtain electronic versions of the maps. The county council would come back with comments on the draft and this would enable the plan to be developed into a form which was ready to publish. This would be the first time that the community would see the end product and have the opportunity to comment or provide feedback.

The pre-submission version of the plan would be publicised for a period of six weeks, then it would be subject to further amendments based on comments made, before being formally submitted to Durham County Council. The County Council would then arrange a further six-week publicity period for the 'submission' version of the plan and following this, the Plan would be reviewed and assessed by an independent examiner. If it was found to meet the Basic Conditions, it would then proceed to a referendum and if more than 50% of those voting supported the Plan, it would be brought into legal force to form part of the statutory Development Plan for the area.

It was noted that statutory consultees would automatically get involved with the consultation process as specified in the regulations. Shaun commented that it was intended to get more clarity from the county council regarding the specifics of the process and advised that it would be necessary to have some paper copies of the Plan available for the publicity period.

With regard to comments being made about spaces which were not protected within the draft plan, Shaun stated that these would have to have both evidence and justification in order to be considered. The glaring evidence for the current protected spaces was the development pressure in Bowburn and Parkhill and the relationships between settlements. Other areas had been felt to be well covered by existing policy protections.

Having considered the draft pre-submission Neighbourhood Plan it was: -

RESOLVED that the draft pre-submission Neighbourhood Plan and the next steps of the process be noted.

47 PLANNING APPLICATIONS 2019

Applicant	Details	Resolved Action
DM/19/00575/FPA (RN Foord and Son)	Hill Top Farm, Front Street, Quarrington Hill, DH6 4RB – Agricultural Building	No objection
DM/19/00871/TPO (Mrs Carol Carr)	12 Kirkbys Drive, Bowburn, DH6 5GA – Fell one ash tree	Object to the application on the grounds that there have been too many trees already felled in this area
DM/19/01092/FPA (c/o Agent)	Gateshouse, Turisdale Business Park, Turisdale, DH6 5PG – Demolition of existing prefab gate house and erection of new single storey brick and tile gate house	No objection

48 MINUTES OF THE MONTHLY MEETING

The Chairman asked Members whether they were satisfied that the attached Minutes of the Monthly Meeting of the Parish Council held on 20 March 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 20 March 2019 be agreed and signed as a true and accurate record.

49 CLERK'S REPORT

(i) Savings Account Mandate

Councillors were advised that the Parish Council held funds in an NS&I Investment Account and were asked to agree that the authorised signatory for the account should be changed from Peter Thorpe to the new Parish Clerk, Gillian Kelly. The mandate for the change of signatories was to be signed by the Chair of the meeting and three other members of the parish council. A copy of the mandate and the minute agreeing the change would be forwarded to NS&I following the meeting.

RESOLVED that the change of signatories for the Parish Council's NS&I Investment Account be approved and the relevant documentation completed.

(ii) Parish Council Vacancy

Parish Councillors were advised that a vacancy in the East ward of the Parish had been advertised following the resignation of Jason Marsden. The due date for the Returning Officer to receive the requisite amount of signatories to call an election was 3 May 2019.

RESOLVED that the vacancy be noted.

50 INTEGRA 61 DEVELOPMENT

Parish Councillors were informed that James Taylor from Lichfield and Partners had been unable to attend the meeting as planned but would be able to respond to any specific queries by email.

County Councillor McKeon advised that she had circulated the detail of the updated roundabout works and it was noted that the pre-construction work would start during the next month with full works beginning at the end of May/beginning of June. The indicative timetable was for the work to be completed by the end of January 2020 but the developers were hoping that this would be achieved by the end of the calendar year. Attempts would be made to minimise disruption with lane closures being avoided where possible and works being avoided at peak times.

RESOLVED that the information be noted.

51 THE COAL COLUMN – AN ARTWORK FOR BOWBURN

The consultation had now been issued and there was a box in the community centre to collect responses. The closing date for the survey was 11 May 2019.

RESOLVED that the update be noted.

52 LOCAL YOUTH SERVICES

County Councillor Blakey provided a verbal update on local youth services. She advised that the youth club was running every night at almost full capacity. The gym was also being used to maximum capacity and there had been a good take up of sessions over the Easter holidays. Funding had been secured for the holiday club and work was currently underway to plan out the hours for the summer holidays.

Funding had also been obtained for air conditioning and heating supply units.

The Chair recorded thanks to Joanne and her team for the ongoing success of the youth club.

RESOLVED THAT the Local Youth Services progress report be noted.

53 LOCAL FOOTPATHS AND RIGHTS OF WAY

The confirmed order for the stopping up of Footpath 1 had been published and would come into force on 30 May 2019.

Parish councillors noted that the signs on footpaths regarding dog fouling were faded and would benefit from being repainted.

RESOLVED that the information be noted.

54 ALLOTMENTS, GARAGES AND CEMETERY

A draft of the revised allotment lease had been circulated to Parish Councillors for their views. The proposed amendments required allotment holders to allow free passage of hedgehogs and restricted the chemicals which could be used on the allotments.

The revised lease would be issued to new tenants and it was suggested that a draft leaflet be produced for existing tenants, asking them to adhere to a voluntary code on this. It was suggested that the opportunity should also be taken to ensure that gender neutral terminology was used throughout the lease document.

The county council had paid for Harris fencing to be erected where one of the allotment fences had been damaged by fire. It was noted that the Parish Council should replace the fence and suggested that the Allotment Superintendent obtain quotations for the work.

There had been a number of residents highlighting the issue of the fence which had collapsed into the beck at the rear of Charlesworth Close. It was the responsibility of the developers to repair this, however they had ceased trading. Efforts were being made to ascertain if the fence could be addressed by Durham County Council as a highways safety issue.

RESOLVED that : -

- (i) proposed changes to the Allotment Tenancy Agreement be agreed and a final version of the amended lease be produced; and
- (ii) quotations be obtained to replace the fire damaged allotment fence.

55 COUNTY COUNCILLORS' REPORTS

County Councillor Blakey was present at the Monthly Meeting and provided an update for Parish Councillors about local matters with which county councillors had been involved in recent weeks. County Councillor McKeon circulated a written update report. The issues highlighted included: -

- Coxhoe PACT Meeting
- Quarry Liaison meeting
- Integra 61
- Increase in fly tipping
- Issues on the Bell Avenue estate
- Trees near Bowburn Hall Hotel
- Community Speed Watch
- Cleaner roads in Cassop-cum-Quarrington

Discarded needles was an issue which had been brought up at the PACT meeting and Durham County Council had been asked to take responsibility for this as it was a safety matter. It was highlighted that there was an issue with this to the rear of Bowburn library and that removing the needles was problematic due to the undergrowth at that location.

RESOLVED THAT the information be noted.

56 GENERAL CORRESPONDENCE RECEIVED (SURFACE MAIL)

There was no correspondence received.

57 ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
G Kelly	Salary (paid net of tax)	1 – 30 April 2019	49965	718.74
“	Mileage/Parking Fees	132 @ 65p	“	85.80
“	Stamps	72 @61p	“	43.92
“	“	Higher Rates	“	0.00
“	Stationery	Paper, Envelopes	“	8.29
A Shutt	Monthly Fee (March 2019)	Allotment Superintendent (after tax)	49966	65.70
HM Revenue & Customs	Monthly Deductions (G Kelly) (April 2019)	Employers' Share NI and Income Tax Deduction	49967 (part)	143.60
HM Revenue & Customs	Monthly Deductions (A Shutt) (Mar 2019)	Income Tax Deduction – Allot Superintendent	49967 (part)	16.40
D J Evans Youth Club	Local Youth Services	Salary Costs etc. (March 2019)	49968	3,334.45
BVC	Parish Newsletter and Annual Report	Bowburn Interchange	49969	480.00
The Coronation Press Limited	Printed Questionnaires	The Coal Column	49970	192.00
Durham County Council	Licence to Occupy Land	Miner's Memorial Site	49971	65.00

ACCOUNTS (INCOME)

13 FEBRUARY TO 12 MARCH 2019

Name	Description	Details	£ p
Various Clients	Allotment Rents etc	Year to 31 March 2020	68.00

RESOLVED THAT these items of income and expenditure be approved.

58 DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 15 May 2019 in Bowburn Community Centre at 6.30pm.

I agree these to be a true record of the Monthly Meeting held on Wednesday 17 April 2019 at Bowburn Community Centre.

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