

Bishopton Parish Council

Minutes of the Parish Council Annual General Meeting held on Wednesday, 18th May 2016 at 7:58pm in Bishopton Village Hall

Present: Cllrs: L. MacMahon [Chair], M. Moses, J. Robins, N. Melaney, G. Preston & C. Headlam
Cllr. S. York of Darlington Borough Council; D. Thorman [Parish Clerk]

1. Apologies for Absence: Cllrs: N. Melaney & G. Preston. Cllrs. D. Jones & B. Jones of Darlington Borough Council

Visitors: Mr. Lewis Stokes of Banks Group Ltd; Mr. Ben Lock

With reference to item 5.3 below, Mr. Stokes had attended the meeting to provide details of possible grant aid from wind farm funds in the local area. He indicated that the Lambs Hill wind farm would be operational in early December 2016 and that funds would be available from day one. Guidelines for use of the funds were to be established at a liaison meeting in August / September 2016, the sum involved being £10K per year over a 25 year period. He noted that Moor House wind farm should be operational by the end of 2017 and that this would generate funding of £15K per year over a similar period. He anticipated that BPC would be eligible under both funds. Applications could be submitted once the farms were operational and would be dealt with by panels with representation from all affected parishes to ensure equanimity of approach.

Mr. Stokes left the meeting at 8:12pm

Mr. Lock had attended an interview as a prospective co-opted councillor on Monday 9th May 2016. Mr. Lock had since provided a letter from DBC which indicated he would be on the electoral register from 1st June 2016. Referring to item 5.4 below a motion was proposed to invite Mr. Lock to take up the casual vacancy and this was agreed unanimously. Mr. Lock accepted the invitation and it was agreed that he could remain to observe the meeting on the basis that he could take no official part until after 1st June. The Clerk indicated he would supply him with all relevant information.

2. Annual Business:

2.1 Election of Officers for 2016/17

The Parish Clerk took the chair and asked for nominations for the office of Chairperson of Bishopton Parish Council for the year 2016-2017.

Cllr. Preston proposed the election of Cllr. MacMahon and this was seconded by Cllr. Melaney. There were no other nominations and Cllr. MacMahon was elected unanimously.

In the Chair, Cllr. MacMahon.

Cllr. MacMahon asked for nominations for the post of Vice-Chairman and Cllr. Robins nominated Cllr. Melaney and this was seconded by Cllr. Moses. There were no other nominations and Cllr. Melaney was elected unanimously.

2.2 Review of standing orders and financial regulations

It was noted that these had been reviewed during the course of the previous year and that there was currently no need for further review.

2.3 Appointment of representatives to outside bodies

Cllr. Moses agreed to continue attending the DAPC and PACT meetings and Cllr. Melaney the Wind Farm Liaison Group meetings. It was agreed that attendees at meetings of other Outside Bodies would be arranged as and when required.

2.4 Review of inventory of assets

It was agreed to increase the value of the Cenotaph area fencing to reflect the cost of the new fencing installed during the year.

2.6 Review of the council's subscriptions to other bodies

It was agreed that the subscription to CALC [currently £96.96] should continue.

2.7 Review of the council's complaints procedure

It was agreed that the document agreed on 19.02.2014 was adequate.

2.8 Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1996

It was agreed that the council would continue to follow DBC's procedures

- 2.9 Review of the council's policy for dealing with the press/media
It was agreed that the procedure set down in the Council's Standing Orders would continue.
- 2.10 Dates and location of ordinary meetings for 2016-17 and next AGM
It was agreed that ordinary meetings would take place on the 3rd Wednesday of each month except August. The AGM was agreed for Wednesday 17th May 2017. All meetings at 7:00pm in the Village Hall.

Ordinary May Meeting

3. Declarations of Interest in Items on the Agenda: None.

4. Previous Minutes:

The minutes of the previous meeting were read and approved and were duly signed by the Chairperson as a true record of the 20th April 2016 Meeting.

5. Matters Arising from Previous Minutes:

- 5.1 Traffic Control Equipment – progress report & statistics
The Clerk had reported results from the east end of village. 85% speed 34.5mph, max 60mph, % over limit = 30 to 42%, Average speeder 34.9 mph. He note that these figure were not regarded as a reportable issue to police BUT did mean that an average of some 360 vehicles enter the village every day at over 30mph with an average speed of 34.7mph!! The latest figures at the west end represented an average of over 270 vehicles per day at an average speed of 34.2mph. It was agreed that the Clerk should forward this information to the police
- 5.2 Section 137 Expenditure & Bus Service – progress report
The Clerk reported that TVRCC had been in touch with a view to rearranging a meeting to discuss mini-bus provision.
- 5.3 Funds held for Young Persons of the Parish – play area - progress report
See Item 1 above. The Clerk reported that he had commenced working on the Planning Application and had informed Youngs RPS. He noted that the existing field gate was dilapidated and would need replacing. In view of the two residents offer of land at the previous annual parish meeting the Clerk was asked to write to them to seek a written submission on the matter for discussion at the next meeting.
- 5.4 Casual Vacancy – progress report
See Item 1 above.
- 5.5 Community buying group for supplies of heating oil – update
The Clerk had reported to the APM that only 2 expressions of interest had been submitted. A description of the service had been given and residents had been advised to contact the Clerk if they were interested
- 5.6 BT Openreach wayleave application – progress report.
BT Openreach had indicated there would be no increase in wayleave payment but their reasoning was open to question and the Clerk indicated he would take the matter further.
- 5.7 Village Green Annual Inspection 2016 – progress report

BISHOPTON PARISH COUNCIL – ANNUAL VILLAGE GREEN INSPECTION 19.04.16		
ITEM	LOCATION	PROGRESS
1	Cenotaph Triangle – cast iron sign	DT to paint
2	Cottage frontage 11-17 High Street	Letter sent to residents re access condition but no response.
3	VG to east of 17 High Street	To be reinstated in due course
4	Adjacent speed sign post [opposite 17 The Green]	Blocked gully reported to DBC – no response
5	o/s New & Old Vicarages	Leaf clearing complete
7	'Doggie Bin' Adjacent Post Box	Bin cleaned by JR – Clerk to request new sticker. 2 new bins requested – Clerk to chase up Streetscene
8	Telephone Box	BT indicated should be cleaned by date of meeting.
9	o/s Manor Farm	Pothole reported to DBC – no response
10	14 The Green	Small pothole in concrete footpath and footpath paving slab dropped – Clerk to arrange repair
11	o/s 3 & 5 The Green	3 stones dislodged from low retaining wall - Clerk

		to arrange repair
12	o/s 3A The Green	Flowering Cherry tree – DT to prune
13	o/s 3A & 3B The Green	Covers in carriageway – NW promised repair by end of May
14	o/s 27 The Green	Old footpath adjacent VG - DBC disown this – meeting requested but no response – Clerk to chase up

- 5.8 Annual litter pick and VG tidy-up - feedback
This had been reasonably well attended and the Chairman thanked everyone involved.

6. Planning Applications:

- 6.1 Hill Top
DBC had not put all plans on website. The new development was to be 3 metres higher than building as originally approved and the Clerk was asked to submit comment that there was concern over the height of the proposed building and the way it will dominate the landscape.
- 6.2 Field at OSGR E437755 N521083, Redmarshall Road
The Clerk was asked to submit comment to approve subject to there being no further development / expansion of the project.

Cllr. S. York left the meeting at 8:45pm

7. Matters Raised by Councillors & the Clerk:

- 7.1 PACT Meeting
Cllr. Preston reported that there is to be a community speed watch gun and volunteer residents are to be trained in its use. He noted that the new restrictions to prevent HGV's using Mill Lane should be operational by the end of May / early June. There had been the theft of an off road motor bike from Bishopton.
- 7.2 Fly tipping in the village
A resident had informed the Clerk that she had given away a chair which was later found dumped near to the churchyard wall. She had subsequently recovered and disposed of it and did not want to be thought responsible for the dumping.
- 7.3 Parish Plan
Deferred until next meeting.
- 7.4 Information in Parish News
The Clerk had been in communication with the editors of the Parish News regarding the fact that some PC information had been omitted. It had been explained that this had been a 'space' rather than 'cost' matter and that 'regular' information was sometimes omitted on such a basis. Concern was expressed that this did not seem to affect other PC's and it was agreed to monitor the situation.

8. Village Green: None

9. Wind Farm Proposals:

- 9.1 Up-date on existing proposals - none

10. New Residents: None.

11. Financial:

- 11.1 2016/17 Budget Monitoring & Current Financial Position
A budget report was circulated for information and comment demonstrating a current account balance of £10290.41 allowing for the payments below.
- 11.2 Annual Audit – progress report
Communication from BDO was awaited.
- 11.3 Payment to E & M Leighton for VG strimming
Payment of £54.00 was proposed by Cllr. Melaney, seconded by Cllr. Headlam, and agreed by the meeting.
- 11.4 Payment for flowers for tubs
Payment of £55.18 to Cllr. MacMahon was proposed by Cllr. Preston, seconded by Cllr. Headlam, and agreed by the

meeting.

- 11.5 Transparency Fund application
The Clerk reported that the PC could, if it wished, apply for a grant to cover costs associated with meeting the requirements of the new transparency regulations.

**12. Correspondence:
INCOMING**

1. Email from the Pensions Regulator re duties – 26.04.16
2. Letter from DBC re Local Plan – 27.04.16
3. Email from John Wade Group re skip – 29.04.16
4. Letter to BT Openreach re wayleave payment – 02.05.16
5. Email from Cllr. B. Jones of DBC re attendance at future PC meetings – 04.05.16
6. Email from Stephen Ragg of DCC re Transparency Fund 2016/17 - 10.05.16
7. Email from the Pensions Regulator re acknowledgement of Declaration – 12.05.16
8. Letter from the Pensions Regulator re acknowledgement of Declaration – 12.05.16
9. Email from BT Openreach re Wayleave payment – 17.05.16
10. Email from Stephen Ragg of CDALC re windfarm working group meeting – 17.05.16

OUTGOING

1. Email to Adrian Hobbs of DBC re Planning Application Response Sheets – 22.04.16
2. Email from Chair to Cllr. S. York of DBC re Litter Pick – 25.04.16
3. Email to Shirley Burton of DBC re Annual Council Meeting – 27.04.16
4. Email to G. Baines of Village Hall Association re Trustee status – 27.04.16
5. Emails to Steve Brannan of BC re Village Inspection – 01.05.16
6. Letter to BT Openreach re Wayleave payment – 02.05.16
7. Letter to residents re footpath condition – 03.05.16
8. Email to Mark Leighton re VG strimming – 11.05.16
9. Letter to 'PC Employee' re Pension – 11.05.16

EMAIL CHAINS

1. 4 emails to / from Chair to Sandra Innes of DBC re fly tipping – 20.04.16 to 26.04.16
2. 11 emails from CLCA re various matters – 24.04.16 to 18.05.16
3. 4 emails to / from resident re PC Vacancy – 26.04.16
4. 2 emails from / to Whessoe PC re DBC letter – 24.04.16 & 27.04.16
5. 2 emails to / from one.com re email problems – 27.04.16 & 28.04.16
6. 2 emails to / from YoungsRPS re playground – 01.05.16 to 03.05.16
7. 2 emails to / from Andy Wood of DBC re dog bins – 02.05.16 & 03.05.16
8. 5 emails from / to resident re fly tipping & notice board – 05.05.16
9. 2 emails to / from Jeff Stephenson of DBC re insurance policy – 07.05.16 & 13.05.16
10. 2 emails to / from resident re Casual Vacancy on PC – 11.05.16 & 12.05.16
11. 3 emails from / to Will Cookson of Unipart Dorman re traffic speed sign – 11.05.16
12. 2 emails to / from Gwynn Dunn re Parish News – 11.05.16 & 12.05.16
13. 2 emails to / from Louis Stokes of Banks re playground – 11.05.16
14. 6 emails to / from Adrian Hobbs / Keith Hodgson of DBC re planning application – 11.05.16 to 13.05.16
15. 2 emails from / to Mary McDermott of TVRCC re bus service – 16.05.16 & 17.05.16

- 12.1 SLCC Regional Roadshow – 6th July
It was noted that members could attend this if they wished.

- 12.2 TFG Parishes 2025 Survey
Noted

12. Matters Dealt with During the Month: None

13. Date of Next Meeting: Wednesday 15th June 2016, at 7:00pm, in the Village Hall.

The meeting closed at 9:25pm

Signed: Chairperson: _____ Date _____