

Bishopton Parish Council

Minutes of the Parish Council Meeting held on Wednesday, 19th April 2017 at 7:00pm in Bishopton Village Hall

Present: Cllrs: L. MacMahon [Chair], M. Moses, J. Robins, N. Melaney & G. Preston.
D. Thorman [Parish Clerk].

1. Apologies for Absence: Cllr. C. Headlam. Cllrs. Brian Jones, Doris Jones & Steve York of DBC.

Visitors: Mr. R. Frankland; Mrs. P. Wilkes; Mrs. I. Williams; Mr. B. Wilson.

The visitors had attended to express concerns that the landowner of the equestrian centre had removed a number of trees that had been paid donated by residents. The Clerk was asked to write to the landowner and to DBC expressing these concerns.

The visitors left the meeting at 7:16pm.

2. Declarations of Interest in Items on the Agenda: Cllr. Robins declared a non-fiscal interest item 5.2

3. 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 15th March 2017 meeting.

4. Matters Arising from Previous Minutes:

- 4.1 Traffic Control Equipment – progress report & statistics. The Clerk reported results from the west end of the Village for March – 85 percentile speed = 33.6 mph; Max. = 55 mph [4:10pm on Wednesday 8th March]; Av = 27.2 mph; % over 30mph = 24-37%; Av speeder = up to 34.3 mph. The sign had been out of commission for 3 weeks due to the charger failing. Unipart Dorman had wanted to charge over £30 for a new one but the Clerk had negotiated provision FOC.
- 4.2 Funds held for Young Persons of the Parish – play area - progress report. The Clerk had submitted a pre-application enquiry to DBC on 31st March and an acknowledgement had been received earlier in the day. The deadline for DBC's response had been stated as 18th May. The Clerks had also emailed Image Playgrounds to inform them of the current situation.
- 4.3 Village Green annual inspection 2016; Works to footpath 11-17, and garage access to 11, High Street & Condition of footpath Nos. 3 – 7 The Green – progress report. The Clerk had prepared a draft application for a grant for the Banks Lambs Hill Windfarm Community Fund. Deadline for submission was 4th May and it was agreed that the Clerk should submit following his discussions with residents regarding possible contributions.
- 4.4 Parish Neighbourhood Plan – progress report. Cllr. Melaney had completed a review of the documentation in line with the Clerk's comments. He had attended an informative event at County Hall, Durham on the previous day from which it was apparent that more factual input was required in order to increase chances of approval by the government inspector. It was also apparent that some professional input would be required at an estimated cost of some £12000. Grants of up to £9000 were available and the Clerk was asked to apply. The Clerk was also asked to apply to DBC to make the Parish a 'designated area'.

- 4.5 Casual Vacancy – progress report - No volunteers had come forward.
- 4.6 Bus Service. The Clerk reported that there had still been no reply to his letter to Stage Carriage. He agreed to write to the candidates for the position of Tees Valley Mayor on the issue.
- 4.7 VG Policy & New residents of properties fronting VG. The Clerk had produced a draft letter intended to inform all relevant new residents of the salient information. This was approved and the Clerk was asked to distribute copies.
- 4.8 Arrangements for APM – progress report. Flyers had been distributed and it had been confirmed that the Village Hall main room was available if required. It was agreed that Councillors should attend by 6:15pm to organise arrangements.

5. Planning Applications:

- 5.1 Land at Cobby Castle Lane. A list of comments had been submitted to DBC
- 5.2 No. 5 The Green. A 'no comments' return had been submitted.

6. Matters Raised by Councillors & the Clerk: None.

7. Village Green:

- 7.1 Village Green annual inspection 2017 – report.

BISHOPTON PARISH COUNCIL – ANNUAL VILLAGE GREEN INSPECTION 05.04.17		
ITEM	LOCATION	NOTES & ACTIONS
1	Cenotaph Triangle – cast iron sign	Painting required – included in recent VG works tenders **
2	All	Grass Cutting required – The Clerk had contacted DBC who had actioned. Epidormic growth to be removed regularly and price to be obtained for selective weedkilling. Clerk had contact the strimming contractor to action..
3	Rear of Church	Leaves on footpath – Clerk had contacted DBC but there had been no action – to chase up.
4	Cottage frontage 11-17 High Street	Footpath & Steps to be repaired / relayed. Access to construct - included in recent VG works tenders. Steps to no. 11 to be moved to align with front door to remove steep drop to drive area. ** Property owners to be reminded that wheelie bins cannot be stored on the VG.
5	o/s 6 High Street	Trip at MH cover – The Clerk to contact Utility concerned
6	o/s New & Old Vicarages	Bare areas to reseed
7	Adjacent Manor Farm Court Access	Field Maple tree – healthy and still quite small. Garden wall condition has deteriorated but clearly not due to the tree
8	Area adjacent post box	Post box needs painting. Telephone box should have been removed. Could existing waste and 'doggie' bins be replaced by combined bin as at Cenotaph bus shelter? 'New' galvanised steel pole should be removed as redundant [DBC had agreed to do this]. Clerk to contact relevant organisations. Some local reseeding required.
9	14 The Green	Small pothole in concrete footpath and footpath paving slab dropped – included in recent VG works tenders **
10	o/s 3 & 5 The Green	3 stones dislodged from low retaining wall – included in

		recent VG works tenders **
11	o/s 3 to 5 The Green	Tree root damage to footpath - included in recent VG works tenders **
12	Access to Town Farm Close	Beginning to pothole – Clerk had reported to DBC who had agreed to remedy.
13	o/s 'The Barn, Church View	Small pothole beneath tree. Clerk to add to VG works schedule **

** These items are partially dependant on obtaining grant support from Banks.

7.2 Annual litter pick and VG tidy up arrangements. Cllr. MacMahon reported that equipment would be delivered to her house on Friday 21st April and collected on the following Monday. She requested help from Councillors in organising matters on the Sunday, particular in terms of safety briefings and recording deployment of volunteers.

7.3 Purchase of plants for tubs. It was agreed that Cllr. MacMahon should arrange this along with a supply of replacement compost.

8. Wind Farm Proposals:

8.1 Lambs Hill Liaison Committee. Cllr. Melaney reported that the next meeting would be 1st May which would also be a funding committee meeting.

8.2 Moor House Liaison Committee. Cllr. Melaney had attended a meeting. He reported that the annual Community Fund would be £15000 but also that there was to be a one-off £50000 'Energy' fund aimed at energy saving initiatives [Clerk to inform Village Hall Association] and an annual £15000 Education and Training fund. The next meeting was scheduled for 1st June.

9. New Residents: None.

10. Financial:

10.1 2016/17 Budget Monitoring & Current Financial Position. The Clerk handed out copies of his report indicating a current account balance of £10030.89 with the Precept having been received and the payments listed below accounted for. A VAT repayment of £316.96 had been applied for.

10.2 Future Insurance arrangements - progress report. The Clerk had sent out 5 enquiries with one quote received to date from Aon at £415.62 with the offer of a 5% reduction for a 3 year arrangement. The Clerk agreed to keep the Councillors informed of further quotes so that agreement could be reached at the next meeting.

10.3 Payment of loan instalment. The Clerk advised the meeting that a payment of £911.21 would be made to the PWLB on 3rd May.

10.4 Payment of CLCA Membership Fee. Payment of £98.63 was proposed by Cllr. Melaney, seconded by Cllr. Preston and agreed by the meeting.

10.5 Payment of Income Tax re Clerk's salary. The Clerk reported that payment had been made that day.

10.6 Annual Audit – Approval of Annual Report. The Clerk read through the details of the annual report as prepared by the Internal Auditor, Peter Wood, and himself. It was resolved and agreed that the report be accepted.

11. Correspondence:

INCOMING

1. Letter from DBC re Planning Application – 14.03.17
2. Email from Stephen Ragg of CDALC re Neighbourhood Planning Regional Event – 27.03.17
3. Email from PWLB re loan repayment – 31.03.17
4. Email from Cllr Lee of DBC re litterpick – 05.04.16
5. Email from PWLB re audit statement – 08.04.16
6. Remittance Advice from DBC re Precept – 11.04.17
7. Letter from DBC re insurance – 12.04.17
8. Email & Invoice from CLCA re annual subscription – 18.04.17
9. Email and attachment from Lisa Hutchinson of DBC re planning pre-application enquiry – 19.04.17

OUTGOING

1. Email to Geoff Baines re Parish Hall room availability – 25.03.17
2. Email to Darlington BC Planning Dept. re planning application comments – 28.03.17
3. Letter and pre-application advice form & enclosures to DBC re children's playground - 29.03.17
4. 2 letters to new residents – 29.03.17
5. Email to James Eaglesham of Banks re grant application – 15.04.17
6. Email to DBC re Planning Application response – 17.04.17
7. Email from Chair to Sandra Innes of DBC re fly tipping – 18.04.17
8. Email to John Musker of Image Playgrounds re update – 18.04.17

EMAIL CHAINS

1. 2 emails from / to resident re skip on VG – 17.03.17
2. 3 emails to / from Mark Leighton re VG strimming – 17.03.17 & 20.03.17
3. 9 emails from / to CLCA re various matters – 22.03.17 to 18.04.17
4. 11 emails to / from Will Cookson & Patrick Beecroft of Unipart Dorman re sign battery recharger – 24.03.17 to 31.03.17.
5. 2 emails to / from Gwynn Dunn re notice in Parish Magazine – 25.03.17 & 27.03.17
6. 2 email from / to Grindon PC Clerk re Cenotaph fencing – 05.04.17
7. 2 emails to / from Tony Lonsdale of AWG re VG Works programme – 06.04.17 & 12.04.16
8. 2 emails to / from Sandra Innes of DBC re VG grass cutting and leaves – 06.04.17 & 07.04.16
9. 2 emails to / from Steve Brannan & Carl Reay of DBC re VG inspection – 06.04.16 to 13.04.16.
10. 5 emails to / from Mark Leighton re VG weedkilling and strimming – 06.04.17 to 14.04.16
11. 11 emails to / from insurers re PC insurance – 13.04.17 to 19.04.17
12. 3 emails from / to Sara Pupi of 'Locality' re Neighbourhood Planning Regional Event – 13.04.17?
13. 3 emails to / from Cllr. B. Jones of DBC re Banks grant application – 15.04.17 & 16.04.17
14. 2 emails to Lisa Hutchinson of DBC re planning pre-application enquiry – 18.04.17

12. Matters Dealt with During the Month: Serious fly tipping on Whinney Hill road had been reported to DBC.

13. Date of Next Meeting: AGM Wednesday 17th May 2017, at approx. 7:00pm [to follow Annual Parish Meeting], followed by normal monthly meeting at approx. 8:00pm - in the Village Hall.

The meeting closed at 8:43pm.

Signed: Chairperson: _____ Date _____