

Bishopton Parish Council

Minutes of the Parish Council Meeting held on Wednesday, 24th April 2019 at 7:00pm in Bishopton Village Hall

Present: Cllrs: L MacMahon, M.Moses, J. Robins , G Preston, D Latham & L Foggett [Parish Clerk].

1 Apologies for Absence; Visitors

- 1.1 Apologies were received from Cllr N. Melaney who is on holiday and Cllr B Jones of DBC who is not well.
- 1.2 There were no visitors.

2. Election of Chair

- 2.1 Cllr Geoff Preston will continue as Chair and will remain in post until the beginning of the Parish Council meeting in May

3 Declarations of Interest in Items on the Agenda

There were none

4. Previous Minutes:

- 4.1 Meeting on 20th March 2019_
The minutes of the previous meeting were read and approved – proposed by Cllr Robins and seconded by Cllr Latham and were duly signed by Cllr G. Preston the Chairperson as a true record of the 20th March 2019_meeting.

5. Matters Arising from Previous Minutes:

There was some discussion about the payment of rent to the Village Hall Association. It was decided that we will await communication from them about future rent payments and address this accordingly.

5.1 Progress report on speed monitoring equipment.

Following the report at our last meeting when we agreed to repair our existing monitor and convert it to solar power

Banks have now released the funds for this following the pro-forma invoice that we received from Unipart Dorman and we shall arrange to pay them for the repair and conversion. See item 10.2 under finance.

We have finally heard from the Highways Dept of DBC regarding the poles for the new traffic monitors in the village. We were contacted by Paul Ibbertson of the Highways Dept on 12th April, saying that it is in hand and that he will contact us again after Easter.



5.2 Funds held for Young Persons of the Parish – play area - progress report.

We have received the £3000 granted by the Banks Funding and this will offset the money paid to R Wall for fencing, gating and preparing the boundaries of the new playground.

The clerk will prepare another application for grant funding to cover the ground preparation and provision of a playing surface and football goals

In the meantime we have had a new quotation from M Leighton for selective weed killing and over sowing of mixed grass seed for the whole of the area. The Council agreed to authorise this to begin at the earliest opportunity.

The clerk will continue to actively seek out suppliers of Playground Equipment to get quotes for a playground area and equipment. We have had an offer from the former Chair of Stillington Parish Council to discuss grant funding for the playground equipment. The Council have agreed to invite the former Chair of Stillington to our meeting in June.

The clerk will write to all the residents who expressed an interest in forming a playing field management group, with a view to the first meeting being early in June. This management group ~~is~~ will effectively be a sub-committee/advisory body to the Parish Council.

It was the view of the Council that we set up a different account specifically for the children of the Parish and all monies for the children be ~~handling~~ *handled* separately through that account and not through the main Parish accounts.

5.3. Bishopton Airfield – Progress Report

The clerk has emailed the quarry to tell them to keep the plinth there until contacted. Cllr Melaney will contact the quarry again when he returns from holiday.

6. Planning Applications:

6.1 Application Ref 19/00194/TFC Felling of 4 trees 24 High St

The council have decided to preserve the three lime trees but will allow the felling of the silver birch tree.

7. Matters Raised by Councillors & the Clerk:

7.1 Annual Parish Meeting planning

The Annual Parish Meeting will take place at 6:30 pm on 15th May prior to the new Parish Council AGM at 7:00pm.

The Parish Council decided to compile the report as a whole, each councillor will contribute to a section and the clerk will compile the report for the meeting. All contributions to the clerk by 8th May please. The clerk will distribute an agenda for the APM

7.2 PC Branding and the Village Website

The clerk demonstrated a 'mock up' of a possible new web site and showed the councillors the changes proposed. This work-in -progress will continue and the new Parish Council can formulate and make change to the new website.



At this point in the meeting Cllr Moses excused herself as she was feeling unwell.

7.3 **Parking at the School**

It was decided to further contact the Civic enforcement team at DBC to ask them to reinforce the parking restrictions outside the school.

Contact details for Darlington's Civic Enforcers are:

01325 406999 (office number)
07384 243880 (duty officer mobile number)

civicenforcement@darlington.gov.uk - email address

The Team Leader is Graeme Small:

Graeme Small
Civic Enforcement & ASB Service Team Leader
Community Safety
Economic Growth
Darlington Borough Council
Central House Annexe
Gladstone Street
DL3 6JX
Telephone: 01325 406753 (Ext 6753)
Email: Graeme.small@darlington.gov.uk

7.4 **Election May 2019 report**

The clerk reported the details of the election for May 2019 and reported that we have 7 nominations so there will be no election. The new council begins on 6th May 2019.

7.5 **Motte & Bailey Sign**

Cllr Melaney has completed the words on the sign and sent them to the company to manufacture.

We are waiting notification of the completion of this sign.

8. **Village Green**

8.1 **Village Green Inspection.**

The inspection took place on Wednesday 3rd April at 6:30pm. There was only a concern over the weeds that have grown since the selective weed killing before Christmas. M. Leighton will be contacted and asked to review.

Cllr Latham reported that one of the tubs is need of repair. This will be reviewed.

We will contact the arborist at DBC again and ask him for a tree inspection.

8.2 **Village Green Weedkilling**

See 8.1 above.



9 Wind Farm Proposals

9.1 There are no further decisions

10. Financial

10.1 2018/19 budget monitoring & current financial position

The Clerk reported that the accounts are closed for 2018-2019 and the accounts are with the internal auditor.

10.2 Traffic monitor payment

This invoice was paid for- £2280.80 plus VAT proposed by Cllr Robins and seconded by Cllr MacMahon.

10.3.1 The Council agreed to pay the subscription to The Cleveland Local Council Association which includes our subscription to NALC. The amount is £100.36 this was proposed by Cllr Preston and seconded by Cllr Robins.

10.4 Organisation for Petty Cash

10.5 Petty cash payments.

None

11. Correspondence:

INCOMING

1. Emails from Cllr MacMahon re tress in Planning application 19/00194/TFC 20.03.19
2. Email from CPRE confirming Clerk 21.03.19
3. Email from Unipart Dorman re Traffic Monitors 22.03.19
4. Email from one.com re change of ownership of Website 22.03.19
5. Email from IONOS re website hosting 22.03.19
6. Email from NALC re new audit procedures. 22.03.19
7. Email from Mazars re AGAR 25.03.19
8. Email from Mazars re AGAR amended forms 25.03.19
9. Invoice from CALC for annual subscription and NALC membership 25.03.19
10. Email from NALC re candidates home addresses. 26.03.19
11. Email from NALC Newsletter 26.03.19
12. Email from councillors re change of meeting date 26.03.19
13. Email from DBC Planning dept re receipt of PC response to 19/00194/TFC 27.03.19
14. Email from Lynn Wood DBC re final receipt of nomination papers. 01.04.19
15. Email from Unipart Dorman re Traffic Monitors 03.04.19
16. Email from Lynn Wood DBC final nominations. 03.04.19
17. Email from Geoff Baines re use of Village Hall and changes 06.04.19
18. Email from Steve Ragg of CDALC on Audit training.08.04.19
19. Email from NALC Newsletter 08.04.19
20. Email from ABCT re airfield Plaque 09.04.19
21. Email from Street Scene re fly tipping 09.04.19
22. Email from NALC re new publications 09.04.19
23. Email from Unipart Dorman re acknowledgement of order-Traffic Monitors 09.04.19
24. Email from NALC Newsletter 10.04.19
25. Email from Lynn Wood DBC re co-options. 11.04.19
26. Email from NALC re GDPR fees 09.04.19
27. Email from Paul Ibbertson -DBC re poles for Traffic monitors 12.04.19
28. Email from Cllr Jones re decision on 19/00194/TFC 16.04.19
29. Email from Vince Hopkins (Plastic & Metal profiles) 16.04.19
30. Email from Cllr Melaney re Castle plaque and Airfield Plinth 16.04.19



OUTGOING

1. Email to Councillors re 19/00194/TFC 21.03.19
2. Telecon and Email to IONOS re website funding 22.03.19
3. Email to DBC Parish Response to 19/00194/TFC 27.03.19
4. Email to Unipart Dorman re Traffic Monitor 03.04.19
5. Order to Unipart Dorman re Traffic Monitor 03.04.19
6. Email to Street Scene w.r.t. Fly Tipping 04.04.19
7. Email to Geoff Baines re use of Village Hall and changes 04.04.19
8. Email to Councillors re results of uncontested election 04.04.19
9. Email to Councillors re change of meeting night 10.04.19
10. Email to ABCT re airfield Plaque 10.04.19
11. Telecon to M Leighton re Village Green weedkilling 11.04.19
12. Email to Dunhouse Quarry re Airfield Plaque Plinth 16.04.19
13. Email to Vince Hopkins (Plastic & Metal profiles) 16.04.19
14. Email to Paul Ibbertson -DBC re poles for Traffic monitors 23.04.19
15. Telecon to P Wood re finance Audit 23.04.19

12. Matters Dealt with since last meeting

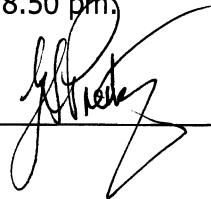
- 12.1 The Parish Council have been asked by the Village Hall Association to change the date of the meeting in July from the 17th July as the Tea Room is in use. The general consensus was to change the meeting to 10th July. The Village Hall Association will be contacted.
- 12.2 The council have received a detailed email from Cllr Melaney asking for information to added to the new Council AGM

13. Date of Next Meeting:

7:00pm on Wednesday 15th May 2019 in the Village Hall. This will be preceded by the Annual Parish Meeting at 6:30pm

The meeting closed at 8.50 pm.

Signed: Chairperson:



Date

15/05/2019.