

BEARPARK PARISH COUNCIL

At a **meeting** of **Bearpark Parish Council** held on **Wednesday 17 October 2018** at **7.00 p.m.**

Present:

Councillor M Wright in the Chair.

Councillors N Anderson, M Chard, O Edwards, E Hull, J Peart and M Wilson.

18/65 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors G Hendry, P Wilson and T Wilson.

18/66 DECLARATIONS OF INTEREST

There were no declarations of interest in relation to any items of business on the agenda.

18/67 REPRESENTATIONS FROM THE PUBLIC

There were no representations from the Public.

18/68 POLICE REPORT

There was no representative from the Police present and no report had been provided. Councillor M Wilson informed the Council that a new PCSO had been assigned to the Neighbourhood Policing Team and provided details of the next PACT meeting.

18/69 COUNTY COUNCILLOR'S REPORT

County Councillor M Wilson provided an update as follows:

- DCC leisure centres with swimming pools would be offering tasty treats such as fresh fruit, raisins and popcorn to youngsters at all of its leisure centres with swimming pools from Monday 22 October to Sunday 28 October;
- 53 new apprentices had been taken on by the County Council. The apprentices were based across departments ranging from business admin to civil engineering, bricklayer to financial management, technical theatre assistant to large goods vehicle fitter, corporate fraud investigators to highways operatives, catering to corporate procurement;
- The County Council had won the overall entry for the Northumbria in Bloom awards;

Locally, Langley Park Cricket Club were in discussion with the County Council regarding the taking on of a lease of the recreation ground in Bearpark. A meeting with interested parties would take place on 5 November.

18/70 MINUTES

The minutes of the meetings held on 19 September 2018 were **Moved** by Councillor R Kemp, **Seconded** by Councillor J Peart and agreed as a correct record and signed by the Chair.

18/71 REQUESTS FOR FINANCIAL ASSISTANCE

The Clerk informed the Council that two requests for financial assistance remained outstanding from previous meetings. The requests had been deferred to enable to Council to consider their current financial obligations regarding grants and donations.

(i) Durham Fybro Haven

The Clerk advised that the group were a very small, well intentioned and sincere group who had recently relocated to Bearpark Community Centre. The Council had received a presentation from the group at a previous meeting. One of their current focusses was on advertising their activities. The group had also lodged various funding applications and it was noted that an application to Durham AAP for £6500 had recently been approved. The parish council were pleased that the group were using the community centre for their meetings and were supportive of the groups work. Councillors were of the view that a possible future donation may be appropriate depending on engagement within the village. However, at the present time it was felt that other funding streams could be explored by the group. Councillor Edwards felt that the parish council could offer to assist with advertising in the village to help support the group and attract interest.

Resolved

That on this occasion the request for financial assistance be refused. The Council would offer to support the group's activities, where possible with advertising and promotion. The group would also be encouraged to submit a future request in the new financial year.

(ii) Citizens Advice County Durham

Councillor E Hull felt that the Citizens Advice service was a lifeline for those who required help and assistance at the time they needed it the most, particularly with issues such as universal credit.

Moved by Councillor E Hull, **Seconded** by Councillor R Kemp and

Resolved

That the Parish Council make a donation of £100.

(iii) **Bearpark Community Centre**

The Clerk informed the Council that the second request of a package for funding had been received from Bearpark Community Association for £3000. The Clerk reminded the Council of the agreement the Council had made in 2017.

Resolved

That the payment of £3000 be agreed in line with the previous commitment made.

18/72 FINANCE REPORT

The Council considered the monthly financial report which detailed the current bank balances, payments made since the last meeting and payments to be made.

Payments

Payment	Supplier	Description	Amount
BACS	Viking Direct	Laser Cartridge	71.99
BACS	M Turnbull	Clerks Salary (October)	403.62
BACS	HMRC	PAYE	100.91
BACS	Northern Powergrid	Electricity Supply	1148.40
BACS	Bearpark Community Assoc.	Grant	3000.00

18/73 CLERKS REPORT

The Clerk provided the Council with an update regarding the following matters:

(i) **Village Christmas Tree**

The Clerk informed the Council that there was no further update since the previous meeting. A date was currently awaited from Northern Powergrid. Timescales remained tight and an update was currently being sought for delivery of a kiosk to house the electricity supply.

(ii) **Durham AAP Parish Forum**

The Clerk informed the Council that he had attended a meeting on 3 October 2018 at Durham Town Hall with a view to engaging more with the Durham area parish councils. The forum considered nominations of a parish representative for the Durham AAP board.

18/74 PLANNING APPLICATIONS

There were no applications for consideration. In the absence of Councillor M Wilson, the Clerk provided an update regarding the Taylor Wimpey development at Colliery Road. The agents for Taylor Wimpey had indicated that a revised package of supporting documents would be soon available and re-consulted up.

18/75 REVISION TO STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk informed the Council that the recent change of banking process, namely the use of internet banking required the Council to undertake a review of their financial regulations and standing orders. Copies of the relevant sections that

required amendment had been circulated in advance of the meeting. The Clerk summarised the changes that had been made (marked yellow) and sought agreement from the Council for the changes to be made.

Resolved

That the documents be approved as amended.

18/76 PARISH COUNCIL ACTION PLAN

The Clerk circulated a briefing note regarding the production of an action plan for 2019 onwards. The purpose of the action plan was to detail key objectives and related actions for the Council to focus on during 2019/20 and beyond. The action plan would list issues and matters that the Council wished to achieve moving forward. Some actions were statutory in nature, some actions had been submitted directly by the public through community engagement at events and direct requests to Councillors. The action plan was also intended as a document to help set a budget for 2019/20 and beyond. The Clerk explained that aim and objectives would change over time and not all projects included on the plan would necessary be completed within one year. All projects would need to be agreed by the Council collectively.

Councillors felt that the action plan was a good idea and it was suggested that the draft plan and briefing note be circulated to all Councillors following the meeting. Councillors were requested to submit their ideas to the Clerk a week in advance of the next Parish Council meeting.

Resolved

That Councillors feedback comments and ideas to the Clerk by no later than Wednesday 14 November 2018.

18/77 VILLAGE MATTERS

There were no matters raised.

18/78 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of the Parish Council would take place on Wednesday 21 November 2018 at 7.00 p.m.

The meeting closed at 8.40 p.m.