

Bishopton Parish Council

Minutes of the Parish Council Meeting held on Wednesday, 20th March 2019 at 7:00pm in Bishopton Village Hall

Present: Cllrs: L MacMahon, M.Moses, , J. Robins , N Melaney. G Preston, D Latham
Cllr B.Jones of D.B.C.& L Foggett [Parish Clerk].

1 Apologies for Absence; Visitors

1.1 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 20 February 2019_

The minutes of the previous meeting were read and approved – proposed by Cllr McMahon and seconded by Cllr Robins and were duly signed by Cllr G. Preston the Chairperson as a true record of the 20th February 2019_meeting.

5. Matters Arising from Previous Minutes:

5.1 **Progress report on speed monitoring equipment.**

Further to us having been awarded grant funding to a) repair our existing monitor and convert it to solar power

The clerk has now placed an order for this equipment. We have received a pro-forma invoice for the equipment and this has been forwarded to the Banks funding for release of the funds

Further to the discussion about sourcing the alternative Traffic monitoring equipment from Evolis, as previously discussed these units use larger poles and Cllr Jones and the Clerk have contacted the Highways dept. getting these changed by Darlington Borough Council

The Council discussed the possibility of 20mph in the village. Councillor Jones will make enquiries about this with the highways dept at DBC. Mr Casey of DBC replied that this can be looked into

Community Speedwatch.

Cllr Melaney has co-ordinated getting forms submitted to send to Durham Constabulary for vetting. This has been done and we are waiting from feedback from Durham Constabulary.

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

The clerk has contacted Banks funding regarding the invoice for fencing and gates (see item 10.3) and the award of £3000 in August of 2018 to cover this.

The clerk presented a breakdown of the funding and a balance sheet for the playground.

There was some discussion about provision of the playground equipment and the size and establishment of a football playing area.

The clerk will actively seek out suppliers of Playground Equipment to get quotes for a playground area and equipment.

The clerk will write to all the residents who expressed an interest in forming a playing field management group.

5.3 **Casual vacancy – progress report**

We are hopeful that for the election in May we will receive nominations for the full complement of seven councillors.

5.5. **Bishopton Airfield – Progress Report**

We have placed an order for the plinth. Cllr Melaney will continue to liaise with the quarry.

6. **Planning Applications:**

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

The council will look at this in detail via email later this week to assess the impact of removing the trees.

7. **Matters Raised by Councillors & the Clerk:**

7.1 **Village Litter Pick 2019**

Cllr MacMahon reported on the success of the Village Litter Pick on Sunday 17th March. There were 20 adults in attendance and one child. DBC collected the large number of bags on Monday.

It was noted that we could have picked a wider area if we had had more volunteers.

The Parish Council wished to record thanks to everyone who participated, special mention was recorded to Cllr Robins and her husband for again collecting all the rubbish bags together.

7.2 **Election May 2019**

The clerk reported the details of the election for May 2019 and distributed nomination packs for the councilors.

The Election will take place on Thursday 2nd May 2019. Nominations must be received before 4:00pm on Wednesday 3rd April.

7.3 **Motte & Bailey Sign**

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

The clerk has generated an order for the company based in Morpeth. Once artwork is approved we will request an invoice from the company.

8. Village Green

8.1 Village Green Inspection.

It was decided to conduct the inspection on Wednesday 3rd April at 6:30pm.

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

The parish Council thanked Cllr Latham and her husband for all the planting of daffodils on the Village Green and how nice they looked.

9 Wind Farm Proposals

9.1 There are no other decisions yet. We cannot submit any further grant applications until we have cleared the current grant awards.

10. Financial

10.1 2018/19 budget monitoring & current financial position

The Clerk presented the forecast for the 2018/2019 year., and the current financial position. The petty cash account is holding £77.57

10.2 Traffic monitor payment

We are waiting for the Banks Funding for release of funds £2288 further to the invoice from Unipart Dorman.

10.3 Invoice for Playground fencing

We have received an Invoice for the fencing and groundworks – Phase 1 of the Playground Project from R Wall for £2832.30 +VAT. We have agreed now to pay this and a cheque was raised proposed by Cllr Robins and seconded by Cllr MacMahon.

10.4 Invoice for Village Hall rent

We have received an invoice for £250 from the Village Hall Association for rent from April 2018 to March 2019. This was proposed by Cllr. Latham and seconded by Cllr. Moses.

10.5 Clerks Salary for First Quarter 2019

The Clerk submitted his salary claim for the first quarter of 2019. This was proposed by Cllr Melaney and seconded by Cllr MacMahon

10.6 Organisation for Petty Cash

10.7 Petty cash payments.

Two payments of £11.86 and £13.09 for printer inks.

The petty cash balance is standing at £77.57

A petty cash impressed will be produced before the audit

11. Correspondence:

INCOMING

1. Email from Playforce re play equipment 22.02.19
2. Email from Cllr Jones /Andy Casey re poles and traffic 22.02.19
3. Email from Charter for trees 22.02.19
4. Email from Sovereign Play equipment 25.02.19
5. Invoice from Village Hall for rent 2018/2019 25.02.19
6. Email from NALC Newsletter 26.02.19
7. Email from Emma Brandon (Plastic & Metal profiles) 27.02.19
8. Email from Unipart Dorman re Traffic Monitors 27.02.19
9. Email from Cllr Melaney re Castle plaque 27.02.19
10. Email from Emma Brandon (Plastic & Metal profiles) 28.02.19
11. Email from Cllr Melaney re Castle plaque 28.02.19
12. Invoice from Unipart Dorman re Traffic Monitors 28.02.19
13. Email from Cllr Melaney re Traffic monitor pole 28.02.19
14. Email from Litter Free Durham re litter pick equipment 04.03.19
15. Email from Cllr McMahon re litter pick equipment 04.03.19
16. Email from Banks Funding Grant Playground 06.03.19
17. Email from Banks Funding Traffic Monitor 06.03.19
18. Email from NALC Newsletter 06.03.19
19. Email from SLCC Newsletter 06.03.19
20. Email from Lynne Wood of DBC re Parish Elections 2019 12.03.19
21. Email from R Wall reminder – Invoice re Fencing in Playground 12.03.19
22. Email from Lynne Wood of DBC Notice of Parish Elections 2019 15.03.19
23. Email from Cllr McMahon re Fly Tipping 17.03.19
24. Email from Benson Wood re Clerk salary & P60 18.03.19
25. Telecon with Gwynne Dunn re Parish News 18.03.19
26. Email from Jill Matthews DBC Street Scene 18.03.19
27. Telecon with Luke Swinhoe DBC re. emails 18.03.19
28. Email from Sue Place DBC re Parish Register 19.03.19
29. Email from Louise Watson re village hall 19.03.19
30. Email from Gwynne Dunn re Parish News 19.03.19

OUTGOING

1. Email to Unipart Dorman re Traffic Monitors 22.02.19
2. Email to Plastic & Metal profiles re castle plaque 22.02.19
3. Telecon to Alan Michie of Evolis re poles 25.02.19
4. Email to Andy Casey re poles and traffic 28.02.19
5. Email to Litter free Durham re Litter Pick 28.02.19
6. Email to Banks Funding Grant Playground 01.03.19
7. Email to Banks Funding Traffic Monitor 01.03.19
8. Email to Cllr Latham re Litter Pick Flyer 01.03.19
9. Email from Benson Wood re Clerk salary 11.03.19
10. Email to R Wall fencing re invoice 12.03.19
11. Email to Andy Casey re poles and traffic 18.03.19
12. Email to Gwynne Dunn re Parish News 19.03.19
13. Email to Louise Watson re village hall 19.03.19

12. Matters Dealt with since last meeting

12.1 The Parish Council would like the website to be looked at and 'modernised', the clerk will look into this and report to the next meeting

13. Date of Next Meeting: Note change of date

7:00pm on Wednesday 24th April 2019 in the Village Hall.

The meeting closed at 8.32 pm.

Signed: Chairperson: _____ Date _____