



## **Bishop Middleham Parish Council**

**Reply to,**  
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### **Conserving our Past: Building Our Future**

**Chairman Cllr. Harvey Neve**

Minutes of the Annual meeting of Bishop Middleham Parish Council held Wednesday  
11th May 2022, in Bishop Middleham Village Hall.

**Present:** - Cllrs. H. Neve (Chairman), G.Turner, J. Brownlee, V. Cooke, G. Jacobs,  
E.Peeke, M.Maccallam.

Parish Clerk J. Robinson

**Apologies:** - none required

**1.0/22 Notice of meeting:** - It was moved by Cllr. H. Neve that the meeting be  
opened.

**2.0/22 Declarations of Interest** – none required.

**3.0/22 Member Dispensation** – none required.

#### **4.0/22 Election of Chairman**

Cllr. H.Neve was proposed by Cllr. V.Cooke seconded by Cllr. J.Brownlee and  
carried.

#### **5.0/22 Acceptance of Office**

Cll.H.Neve then signed the Oath of acceptance of Office.

#### **6.0/22 Election of Vice Chairman**

Cllr. G.Turner was proposed by Cllr. V.Cooke seconded by Cllr. J.Brownlee and carried.

### **7.0/22 Acceptance of Office**

Cllr. G.Turner then signed the Oath of acceptance of Office.

### **8.0/22 Public Participation**

No members of the public were present.

### **9.0/22 Adoption of Standing Orders, Financial Regulations 2022/23**

It was proposed Cllr. V.Cooke seconded by Cllr. G.Turner, and carried to adopt both the Standing Orders and Financial Regulations for the 2022/23 Civic Year. Members also reviewed and agreed Risk Register.

### **10.0/22 Code of Conduct**

It was proposed Cllr. G.Turner, seconded by Cllr. V.Cooke and carried to endorse the DCC Code of Conduct Policy for the 2022/23 Civic Year.

### **11.0/22 Appointment of Internal Auditor**

It was proposed Cllr. V.Cooke seconded by Cllr. G.Turner and carried to re-appoint Mr. G.Fletcher as Internal Auditor for the 2022/23 Financial Accounts.

### **12.0/22 Meeting dates for 2022/23 Civic Year**

It was agreed to meet the Second Wednesday of each month except for August 2022.

### **13.0/22 Minutes of Monthly meeting held 13th April 2022**

It was proposed Cllr. J.Brownlee seconded Cllr. V.Cooke to accept the minutes with the amendment that members endorsed HAGS as the preferred contractor for the refurbishment of the play area. This was carried.

### **14.0/22 2022 Annual Parish Assembly.**

Members noted the Annual meeting had taken place earlier that evening, nothing had arisen for action. Members noted the report given by a member of the junior football team, including a request to supply the brownies group with a key to access the Pavilion at The Park during the period when the Village Hall was not available for use.

### **15.0/22 County Councillor Report**

Cllr. E. Peeke reported on a multi agency meeting she is arranging in West Cornforth to discuss Anti Social Behaviour. She has attended the second meeting of the Bus Board, who have been given a grant of £182 million to implement various schemes. Individual case work continues.

### **16.0/22 Action Plan**

The following matters were raised: -

- Cllr. V.Cooke reported he had attended the Quarry Liaison Group, but TARMAC had not attended due to operational issues.
- Members expressed concern regarding the Wildlife Area and the state of the woods. Members noted they had been repaired by S.E.Landscape but

damaged again. The Clerk advised he had spoken to the police but they had not arrested anyone. It was agreed Clerk arrange a meeting with the contractor on site to discuss further action, to include repairs to the wood, replacing the chicken wire, woods all need treating and also re-installment of interpretation panel. It was agreed the Clerk clarify the ownership issue of the wildlife area, whilst the Chairman continue discussions with Durham Wildlife Trust regarding future management of the area. Members discussed the possibility of installing CCTV. Clerk to arrange a site visit with CDS to discuss possible alternatives.

- Members noted the response to the planning application DM/22/00820/FAA. The case officer has replied and advised he has not completed the final report. If the report is minded to refuse, he has asked the Parish Council if they would consider withdrawing their request for it to be called into Committee for decision. This was agreed.

### **17.0/22 Council Vacancies**

The Clerk reported the Returning Officer had advised a member of the public has expressed an interest to be co-opted via them. Details retained by Council. Clerk to advertise on website/noticeboard. Cllr. H.Neve to advertise on Facebook.

### **18.0/22 Recruitment new Parish Clerk**

Cllr. H.Neve has completed the Contract/Clerk Specification and will circulate to members. Clerk to supply Cllr. H.Neve with revised recruitment time table.

### **19.0/22 Correspondence**

none raised.

### **20.0/2 Correspondence**

- a. Several e-mails circulated to members for information only
- b. Smaller Local Council Forum next meeting to be held 19th May, 14.00hrs in Shildon. Cllr. E.Peeke agreed to attend on behalf of the Council.

### **21.0/22 Playground inspection.**

The Clerk had prior to the meeting circulated members with the recent DCC Playground Inspection. He advised the monthly inspections for the year had come all in a space of 2 weeks as opposed to monthly due to staffing problems at DCC. He advised he had requested the work identified be undertaken by DCC under the SLA. Members endorsed this action and requested a meeting with DCC to discuss the 2022/23 SLA. It was also agreed to cancel the additional Annual Inspection by The Play Company as this is covered by the SLA with DCC.

### **22.0/22 Monthly Transactions**

Monthly reconciliation agreed. The Clerk advised Internal Audit has commenced. Thompsons have written stating the next payment to the Council of £6045.58 due shortly. The Clerk had also applied for VAT Return of £7,600 for the 2021/22 year. Members were advised the television for the village hall had cost £859.09, and therefore the Council need to pay additional £359.09 to the hall to cover this. Cllr. E.Peeke advised she had spent £93.71 on footballs for the Jubilee Picnic, it was agreed to reimburse her for this.

Members considered the 2022/23 Business Plan and estimated expenditure and income for this period. It was noted in April the Parish Council had paid £9000 to Wicksteed for the new swing.

It was proposed Cllr. M.Maccallam seconded by Cllr. E.Peeke and carried for the Parish Council to contribute £22,000 towards phase 1 of the playground refurbishment. This was carried.

### **23.0/22 Platinum Celebration Report**

The Chairman reported on the recent meeting to organise events to celebrate the Queens Platinum Celebrations. Cllr. G.Turner advised members the working party are investigating hiring a football game for the Jubilee Picnic and an additional generator in the region of £350. This was agreed in principle. A meeting of the working party to take place Wednesday 18th May 2022. Parish Clerk submitted his apologies.

### **24.0/22 Member Sharing**

- a. Members expressed concern at the number of fires on Pitt Lane, 3/4 recently, members were also concerned regarding fly tipping, ASB in the area and other issues. It was agreed the Clerk write once more to Savills requesting urgent action and also write to Assistant Chief Fire Officer for advice.
- b. Members noted a Ukrainian Family had joined the village community and wished them well
- c. Cllr. H.Neve agreed to chase up a reported footpath blocked near the AIM
- d. Cllr. V.Cooke expressed concern at the continued speeding on High Road
- e. Cllr. H.Neve sought members opinion on contributing to the surfacing of the unadopted road on High Road Avenue. members felt it was an issue for the adjoining residents to pay and not within the remit of the Council.

### **25.0/22 Date of next meeting**

Wednesday 8th June 2022, in the Village Hall.

The meeting closed 9.45 pm

Signed: -

Chairman.  
8th June 2022