

Conserving our Past: Building Our Future

Chairman Cllr. Harvey Neve

Minutes of the Parish Meeting of Bishop Middleham Parish Council held Wednesday 12th February 2025, in Bishop Middleham Village Hall at 7.00pm

Present: Cllr. H. Neve (Chair), Cllr. J. Brownlee, Cllr. G Jacobs, Cllr. E. Sparks, Cllr. G Turner, Cllr. M MacCallam
Mrs. A. Hall (Parish Clerk)
0 members of the public were in attendance

ITEM NO.	MINUTES	ACTION
1.2/25	Notice of Meeting - It was moved by Cllr. Neve to open the meeting at 7.05pm. The meeting began with Councillor Neve reporting on the recent passing of Reverend Peter Robson. The council was also informed about the loss of a family member of Councillor Burrows. To honour their memories, a minute's silence was observed. The Parish Council extends its heartfelt condolences to the bereaved families.	
2.2/25	Apologies: Cllr. Burrows (Compassionate), Cllr. Peeke	
3.2/25	Declarations of Interest - Cllr. MacCallam and Cllr. Neve for Item 11.02/25 c)	
4.2/25	Minutes - The minutes of the meeting held on 8 th January 2025 were reviewed and approved as a true record by the Council. - Concerns were raised again regarding the anaerobic plant and potential for odours. This would be monitored as the work commences.	
5.2/25	Public Participation - 0 member of the public	
6.2/25	County Councillor Report: Cllr Peeke was unable to attend the meeting.	
7.2/25	Website A teams meeting had taken place with the website provider and representatives from the village hall and Parish Clerk to plan the way forward for the new website for the village hall. This was very positive and all sides were looking forward to the new websites.	AH
8.2/25	Outdoor Activities: a) Village Hall Park (Coronation Garden)- - Quotes were discussed again as the contractor chosen at the last meeting had not returned emails or calls to arrange the work. It was agreed to look at the next priced contract and for the Clerk make the necessary arrangements for the equipment and wet pour to be removed. - Cllr Brownlee had contacted the Horticultural Society regarding the design and work in the new garden area. Some members were keen to be included. It was felt that a meeting outside of this meeting would be beneficial to look at designs. b) Pavilion at the Park - concern was raised from a number of Councillors about the current state of the pavilion and the options available to the Parish Council. It was felt that this could not be discussed fully at this	AH AH

	<p>meeting and that a separate working party be convened to discuss the options. A date was agreed of Wednesday 26th February at 7pm.</p> <p>c) Empty Garage -</p> <ul style="list-style-type: none"> - No contact had been received from the contractor to fit new doors to the garage. It was felt that a quote should be sought from the company who fitted the new door to the main garages to see if it is possible to fit on this type of garage. Clerk to seek quote. - A request had been made to DCC regarding the purchase of this piece of land, however, at the time of this meeting, no response had been received. - Members also discussed the rental costs for this garage, taking into account the land that is with the garage. It was felt appropriate to ask the prospective tenant what the land would be used for before making a decision on the price. <p>Actions:</p> <ul style="list-style-type: none"> • Clerk to see quote for up and over style garage door. • Clerk to follow up on request to DCC regarding purchase of the land. <p>d) Volunteer Hedge Laying - Members were informed that the Clerk and Scott had met with the volunteers who have offered to carry out the hedge laying. It was clarified that the hedges were the whole length on the side adjoining the school fields only. The Clerk has contacted the insurance company and is still waiting for a response. The volunteers have training and experience in this area and are excited to get started. Clerk to liaise with volunteers after speaking to the insurance company.</p> <p>e) Tree in the park - whereas the report on the tree had stated that the tree had not caused any damage to the wall at present, it may do in the future. Members considered the report and agreed that the tree should be removed. Agreed: Clerk to make necessary arrangements. It was felt important that if we are removing a tree then more should be planted. This was agreed and to be discussed further at a future meeting.</p> <p>f) Tree assessment 2025 - the Clerk had enquired if a further assessment was required of the trees. Members felt that as the medium term work had been carried out another assessment should be carried out in 2027.</p> <p>g) Community Commendations - deferred to a future meeting.</p>	<p>AH</p> <p>AH</p> <p>AH</p>
9.2/25	Health and Safety - nothing to report.	
10.2/25	<p>Correspondence -</p> <p>a) a resident had again raised concerns regarding residents parking over dropped kerbs and pavements. Although this had been reported previously, nothing had changed. It was agreed that the Clerk should:</p> <ul style="list-style-type: none"> • Raise the issue with our PCSO • Clarify the laws on parking on pavements and dropped kerbs • Produce a Facebook post to highlight the problem. <p>b) An email had been received requesting support from the Parish Council around planting a tree to commemorate the WI's 100 anniversary in 3 years time. Agreed: Clerk to inform the WI that we would like to be involved with this and it would be looked at nearer the time.</p>	<p>AH</p> <p>AH</p>
11.2/25	<p>Finance</p> <p>a) Payments and Receipt January 2025- Payments and receipts for November were presented to the Council and approved.</p> <p>b) Internal Controls and Risk Register - Members reviewed the contents of the report and the purpose of the report, which highlighted what the Clerk and the Parish Council does to ensure internal financial controls are adequate. Resolved: To approve the report, Proposed Cllr. Cooke, Seconded Cllr. Brownlee.</p>	

	<p>c) Community Grants - application received from Castlelake regarding their upcoming anniversary activities. Cllr MacCallam gave an overview of what was being planned. The rest of the Council, without Cllr MacCallam and Cllr Neve, discussed this application and felt it was an excellent cause and activity to highlight the resource in the village and was approved to be taken from the 2025/2026 budget. Proposed: Cllr. Cooke, Seconded: Cllr Brownlee.</p> <p>Cllr Turner left the meeting at 8.35pm</p>	
12.2/25	<p>Councillor Vacancy - Members were again reminded of the process for submitting nomination forms for the upcoming elections. The Clerk would ensure that forms would be available in paper form if required and also emailed to Councillors. It was the Councillors responsibility to ensure these were completed correctly and submitted to the Returning Officer at the right time.</p>	
13.2/25	<p>Policies: Members were given details of a timetable for policies to be reviews throughout the year.</p>	
13.2/25	<p>Member Sharing</p> <ul style="list-style-type: none"> - Speeding - members were informed about the meeting with Cllr Lines from Sedgfield giving some excellent advice regarding what they have done. Notes to be shared with all council. Members also informed we have a new PCSO and she is keen to attend meetings. - Following discussions with horticultural society and Sarah Oakley there is to be a photographic competition to produce a calendar for the village. Clerk to contact Sarah to offer support as we would like to get some new pictures for our website. - Members were keen to get some sampling trees and get some planted around the village. Date and time to be arranged. - Suggestion have another village tidy day - possibly in April and tie it in with the Keep Britain Tidy - Big Spring Clean. - Agreement from previous meeting to purchase gazebos (x5) from Cllr Jacobs - need to ensure all are retrieved from the pavilion and moved to the village hall. 	AH
	<p>Next Meeting: Wednesday 9th April 2025 at 7pm</p>	

The meeting closed 9pm

Signed: - Chair.

Date: