

Chairman Cllr. Harvey Neve

Minutes of the Parish Meeting of Bishop Middleham Parish Council held
Wednesday 10th September 2025, in Bishop Middleham Village Hall at 7.00pm

Present: Cllr. H. Neve (Chair), Cllr. A. Anderson, Cllr. J. Brownlee,
Cllr. V. Cooke, Cllr. M. MacCallam (arrived at 7.25pm) and
Cllr. E. Sparks,

County Councillors: Apologies sent

PSCO: Apologies sent

Member of the Public : 1

Parish Clerk: Mrs. A. Hall

ITEM NO.	MINUTES	ACTION
1.9/25	Notice of Meeting - It was moved by Cllr. Neve to open the meeting at 7pm	
2.9/25	Apologies: Cllr. Jacobs and Cllr. Turner	
3.9/25	Declarations of Interest - None	
4.9/25	Minutes - The minutes of the meeting held on 9 th July 2025 were reviewed and approved as a true record of the meeting. Proposed Cllr Neve, Seconded Cllr Brownlee Cllr Neve welcomed Cllr Anderson to his first meeting since he was co-opted onto the Council earlier this year.	
5.9/25	Public Participation 1. A representative from the Rotary Club presented a community initiative in support of the global "Purple4Polio" campaign. 2. The club is offering 1,000 purple crocus corms to be planted across the parish to raise awareness of polio eradication efforts. 3. Proposed actions included: a. Identifying suitable public planting sites. b. Coordinating with local volunteers and groups for planting. c. Promoting the initiative via parish communications and social media. 4. Council expressed strong support and agreed to assist with site identification and volunteer mobilisation. 5. Parish Clerk to liaise with the Rotary Club to confirm delivery and coordinate logistics in time for autumn planting.	AH
6.9/25	County Councillor Report: No County Councillors were available to attend this meeting, however, a written report was provided by Cllr. Catchpole and Cllr. Lines and reviewed by Members in the meeting. A copy of the	

	<p>reports would be available on our website. Updates were provided on:</p> <ul style="list-style-type: none"> • Update on Cllr. Lines Active Travel Plan and the introduction of our parish being included in this plan. • Update on the proposed housing estate at Beacon Lane in Sedgfield. Cllr. Brownlee had attended a recent meeting and reported on the discussion and the potential effect it would have on our Parish. <p>Cllr. Neve welcomed the new County Councillor input to our meetings and their support of the parish since taking up the post.</p>	
7.9/25	<p>PCSO Report: PCSO Walbey was unable to attend the meeting but had sent a written report on the following:</p> <p>a) Current policing issues -</p> <ul style="list-style-type: none"> • ASB Nuisance reported re 2 motor bikes riding around videoing people and cars. Response attended but no trace was found. • The Mini Police programme was starting at St Michael's School in October. • PCSO Walbey is working with the school to try to reduce parking issues at school pick up / drop off times. • Speed Watch training was continuing. <p>Residents encouraged to report sightings with as much detail as possible.</p> <p>b) Pop-up PACT / meet-your-PCSO - This event took place on 21st August and although only 1 member of the public attended the PCSO and Parish Clerk felt it was worthwhile and would discuss another one later in the year.</p> <p>Cllr Neve and the Members felt that PCSO Walbey had been a very welcome addition to the Parish and wanted to thank her for her continued support.</p>	
8.9/25	<p>Events and Outdoor Activities The following issues were raised:</p> <p>a) Michaelmas Fair:</p> <ul style="list-style-type: none"> • Working document reviewed showing completed tasks and what was still to do • Access and time arrangement discussed - site to be open from 9am for stall holders and activities to arrive. Cllr. Neve to be on site early on the day. • The pavilion is getting cleaned on Wednesday 25th September. • Need to locate the walkie talkies, steward badges and hi-viz jackets • Members discussed the PA speaker system - which has been removed from the village hall and it's whereabouts are unknown, along with the stand and microphones. Cllr. Turner has offered the use of his speak on the day. What to do in the future to be discussed at the next meeting. 	<p>VC/JB/AH</p> <p>GT/AH</p>

	<ul style="list-style-type: none"> The Village Hall has been booked for the event, which Members felt was worthwhile in case the weather is not good. The activities due to take place can run in the village hall. <p>b) Football</p> <ul style="list-style-type: none"> A letter was received by Cllr. Neve requesting a reduction in the football club's fees. It was agreed that he would reply to the sender to clarify their affiliation with the club, copying in the Parish Clerk. The club had been issued its invoice and agreement in July 2025; however, despite several follow-up emails, no response has been received. Concerns were raised about the condition of the changing rooms following use by the senior football club. The Parish Clerk has sent two emails addressing the issue and included photographic evidence of the rubbish and mess left behind. The West Cornforth Miners have conducted several training sessions ahead of their upcoming season. Early engagement has been positive, with no concerns reported. <p>c) Conditions Survey - changing rooms at the park: A recent independent report identified significant issues in the changing rooms, with the main areas around the roof, flooring, electrical testing, guttering.</p> <ul style="list-style-type: none"> Due to the serious nature of some of the issues raised the Members voted to close the changing rooms immediately. Parish Clerk to: <ul style="list-style-type: none"> i. Notify all football clubs via email and posted signage. ii. Arrange key collection and facilitate equipment retrieval. Duration of closure unknown; Council committed to providing regular updates and exploring repair options. Clerk to start finding quotes to resolve some of the issues around the water, electrics, floors, guttering and roof. <p>Members felt it would be helpful for the Clerk to go back to the company who had issued the report for clarification on the safety of the structure gain any advice from them.</p> <p>d) Signage for the park - deferred to next meeting.</p> <p>e) To review and discuss the Polio campaign - see Public Participation above.</p>	<p>HN/AH</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p>
9.9/25	<p>Finance</p> <p>a) All payments and invoices since 9th July 2025 were approved.</p> <p>b) Members were advised that the Financial Services Compensation Scheme (FSCS) provides protection for deposits up to £85,000 per financial institution. As the Council currently holds a sum exceeding this limit in a single bank, it was recommended that an additional account be opened to ensure full coverage. Members agreed to proceed with this recommendation and for the Clerk to source another bank.</p> <p>Proposed: Cllr Neve Seconded: Cllr Cooke</p>	<p>AH</p>

	<p>c) External Audit had not been received at the time of the meeting</p> <p>d) Following the announcement that a pay award had been finalised, Members were asked to approve the pay award and for this award to be backdated to April 2025. This was discussed and approved. Proposed: Cllr Neve Seconded: Cllr Brownlee</p> <p>Since the agenda had been issued the SLCC renewal for the Clerk's membership had been received and it had increased to £300, which is £100 more than was budgeted for. It was felt that this was a worthwhile increased and approved it for payment.</p>	<p>AH</p> <p>AH</p>
10.9/25	Health and Safety: Issues around the changing rooms at the park have been discussed in item 8.9/25c) above.	
11.9/25	Policies: Nothing new to report	AH
12.9/25	<p>Volunteering - Community Makers</p> <p>1. Project overview</p> <ul style="list-style-type: none"> Cllr. Neve and Clerk presented the Community Makers initiative, designed to foster inclusive and accessible volunteering. Insurance implications discussed; the Clerk confirmed coverage under existing policy. Members expressed enthusiasm for the initiative's potential to strengthen community engagement. <p>b. Launch Event</p> <ul style="list-style-type: none"> A launch event to be held in the Village Hall one weekend after Michaelmas Fair - documentation to be available and distributed at the fair Clerk to finalise materials, confirm venue arrangements, and circulate digital invites. 	AH/HN
13.9/25	<p>Planning:</p> <p>a) Following the Inspectorate Hearing on 27th August, members were given an overview of the hearing and discussions that had taken place. A decision had not been published as at the time of this meeting.</p>	
14.9/25	Councillor Vacancy: Clerk to look at co-option for the 1 vacancy	
15.9/25	Correspondence: None to report	
16.9/25	<p>Member Sharing:</p> <p><u>Cllr Cooke</u> - Raised the issue of speeding again</p> <p><u>Cllr Brownlee</u> - Raised an issue of fly-tipping - Clerk advised it had been reported to DCC</p> <p><u>Cllr Sparks</u> - Raised the issue of all of the flags that had started to appear in the village - it was felt that this was being monitored by the County Council and the Police</p> <p>Raised the issue of untaxed car parked on a public road - this had been reported a number of time and was being looked at by the authorities.</p>	
17.9/25	<p>Next Meeting:</p> <p>The next meeting would be held on Wednesday 8th October 2025 at 7pm in the Village Hall</p>	

The meeting closed 9pm

Signed: - Chair.

Date: