



Email: parishclerk@bishopmiddleham-pc.gov.uk

Telephone: 07512 314606

Website: www.bishopmiddleham-pc.gov.uk

Conserving our Past: Building Our Future

Chair Cllr. Harvey Neve

Minutes of the Annual Parish Council Meeting held

Wednesday 10 June 2026 at 6pm

Location: Bishop Middleham Village Hall

Present: Cllr. H. Neve (Chair), Cllr. A. Anderson, Cllr. J Brownlee, Cllr. V. Cooke, Cllr. G. Jacobs, Cllr. M. MacCallam, Cllr. E. Sparks

Parish Clerk: Mrs. A. Hall

County Councillor: Cllr. C. Lines

PCSO: Apologies

Members of the Public: 0

1. [Notice of Meeting](#) - Public Notice of the Meeting has been given in accordance with Schedule 12 paragraph 10(2) of the LGA 1982. Cllr Neve opened the meeting at 6pm.
2. [Apologies](#) - N/A
3. [Declarations of Interest](#) To notify of any items that appear in the agenda in which you may have an interest, including those that have previously been recorded in the Members Register of Interests. (Members are reminded of the need to declare any interest prejudicial or personal in accordance with the Code of Conduct as agreed by Council). No declarations made.
Cllr Jacobs declared an interest in Item 9b) as the affected resident. Further details are recorded under the relevant agenda item.
4. [Minutes of the Parish Council Meetings \(Annual and Monthly\) held on 13 May 2026](#)
The minutes of the meetings (Annual and Monthly) held on 13 May 2026 were reviewed and approved as a true record of the meeting.
5. [Public Participation](#)
No members of the public were present.
6. [County Councillor Report](#)
Written reports were received from Cllr. Line and Cllr. Catchpole, which are available on request. Cllr. Lines provided an update on the Local Network arrangements, noting concerns regarding governance and the need for fair distribution of funding across the county. Terms of Reference were still awaited. Updates were also provided on the Active Travel project, including progress on walking route mapping and branding.
7. [PCSO Report](#)
PCSO Walbey was not available for the meeting but issued a written report. A range of low-level incidents were reported during May and early June, including concerns for safety, minor road-related issues, doorstep selling, and antisocial behaviour. No significant crimes were identified. Regular patrols continue, including around the park. It was noted that a number of travellers are currently at West Cornforth.

Signed: _____

Dated: _____

8. Finance

- a) **Internal Audit Report** - the report was reviewed by all members of the Council and accepted . No recommendations were made in the report.
- b) **AGAR - Section 1 - Annual Governance Statement** - The Council reviewed and considered the Annual Governance Statement for 2025/26. It was **resolved** that the statements were accurate and that Section 1 be **approved and signed**.
- c) **AGAR - Section 2 - Accounting Statements** - The Council reviewed the Accounting Statements for 2025/26. It was resolved that Section 2 be approved and signed for submission to the external auditor.
- d) Payments made from 12 May 2026 reviewed and approved. See below

Bishop Middleham Parish Council - 9.4.26 - 11.5.26		
Who To	What For	Cost
Phoenix	M'soft April-May 26	£10.63
Anne Hall	3 mths HP Ink	£44.97
BM Womens Institute	Community Grant	£500.00
Parish of Upper Skerne	community Grant - Bloom & Craft	£200.00
Bishop Middleha Village Hall	Room Hire - mtng 13/5/26	£24.00
EON	Electric - recalculated from readings	£322.48
O2	Mobile Phone	£22.22
Wages		£586.23
PAYE, Pension, NI	PAYE	£146.60
	EE Pension	£42.65
	ERS Pension	£151.22
	ERS NI	£53.77
Income	What For	
Garage 1	Rent May	£25.00
Garage 2	Rent May	£25.00
Garage 3	Rent May	£25.00
WC Miners	Football Fees	£26.00
Garage 2	Rent June	£25.00

e) Risk Register

The amended Risk Register was reviewed and approved. Members were informed that sections would be placed on the Council agenda through the year. Items to look at relate to contractors and events and what should be included in the risk register. **AGREED: to take this as the formal Risk Register for 2026/2027 but note that it is open to change as and when required.**

9. Events and Outdoor Activities

a) WI Resolution - Accessible Toilets

The WI's national resolution on accessible public toilets was noted. The Council reaffirmed its previous position that provision of public toilets in the parish is not feasible due to cost, vandalism risk and management implications. However, the Parish Clerk is to attend training on this subject in November.

b) Wildlife Garden Tree

A sycamore tree in the wildlife garden is affecting a neighbouring resident (Cllr. Jacobs - see item 3 for declaration of interest). Parish Clerk and Cllr. Jacobs met with Premier Tree Management to assess the tree. The arborist advised that ivy must be removed before the tree can be properly inspected. The Clerk authorised ivy removal and will follow up after this has been completed.

Signed: _____

Dated: _____

c) Active Travel Plan

Progress was noted on walking routes, branding work and preparation for cycling route development. The Five Churches Walk will be promoted again in June. During the County Councillor item, this was discussed further. As Cllr. Catchpole had not attended the Active Travel Group we do not have an update on the Travel Assessment - Cllr. Lines to speak to Cllr. Catchpole to request that a copy of the report is passed to the Parish Clerk. The information on the next item to be shared with Cllr. Lines so that it can be included in the work being undertaken regarding.

AGREED: Clerk to forward the map location and details of the footpath that requires attention to Cllr. Lines

d) Footpath Improvements

Footpath surfacing issues were discussed, particularly the route through the Knotty Hill Golf Course, which had previously been discussed and permissions received from Historic issues with permissions from Knotty Hill Golf Club were noted.

AGREED: Cllr. Neve to contact representatives from the golf course to move this issue forward.

10. Planning

The Council considered the East Coast Hydrogen Teesside Pipeline Environmental Scoping Consultation. A detailed draft response prepared by Parish Clerk was approved.

AGREED: Clerk to submit the Council's response.

11. Website

The website provider is ceasing business. This obviously affects the Village Hall, Castle Lake and BishopMiddleham.com websites. The Clerk confirmed that the WordPress/Divi site can be retained and that the domain remains secure as it is through ParishOnline.

AGREED: Clerk to meet with the provider to look into hosting arrangements and report back.

12. Councillors

- a) Members were reminded that the Register of Interests should be checked (link on our website to the Durham County Council website). If circumstances have changed, the register should be updated. Please let the Clerk know if this needs to be updated.
- b) Following the resignation of Geoff Turner, Electoral Services were informed and a notice of vacancy has been issued, starting 5.6.2026 and ending 25.6.2026. If no election is required, co-option can continue after this date.

13. Correspondence

- a) Durham University - Training Excavation at East Park Sedgefield - members had been forwarded details of this activity.
- b) CDALC Executive Committee - smaller councils representative. Two places were available on the committee, nominations were being sought to fill these places. Anyone interested should let Parish Clerk know. Clarification required on these representatives. Cllr. Anderson expressed an interest in attending the Smaller Councils Forum. Details to be sent to Cllr Anderson for the next meeting.

14. Member Sharing

- **Speeding** - Cllr. Cooke again raised concerns regarding speeding on High Road, with data from a recent report indicating a significant proportion of offenders are local residents.
- **White Gates** - Cllr. Jacobs again raised interest in installing village entry "Please drive slowly" gates. Clerk informed members that a request had been made to DCC but no response had been received. It was hoped that the Active Travel group would be instrumental in supporting traffic calming in Bishop Middleham and Mainsforth.

Signed: _____

Dated: _____

- **Wildlife Boardwalk** - Cllr. Jacobs raised concerns regard the boardwalk in the Wildlife Garden. Previous quotes for replacement were noted. Funding options will be explored and placed on future agenda.
- **Garage Site** - An enquiry had been received regarding caravan storage. Members discussed the condition of garage doors and site security.
- **Grass Cuttings** - Cllr. MacCallam raised a complaint was received regarding grass cuttings being tipped down the embankment at Brewery Field.
- **Beekeeping Enquiry** - Cllr. MacCallam had been approached about keeping bees in Bishop Middleham. The Council is supportive in principle subject to risk assessment. Cllr. MacCallam to contact the resident to email the Parish Clerk to move forward and put it on future agenda.

15. Date of Next Meeting

The next meeting is due to be held on Wednesday 8th July 2026. Following discussions around Councillors availability, it was agreed that future meetings would start at 6.30pm.

Meeting concluded at 8pm

Signed: _____

Dated: _____