

Conserving our Past: Building Our Future

Chairman Cllr. Harvey Neve

Minutes of a meeting of Bishop Middleham Parish Council held Wednesday 12th October 2022, in
Bishop Middleham Village Hall

Present: Cllr. H. Neve (Chairman), Cllr. G. Turner (Vice Chairman), Cllr. J Brownlee, Cllr. V. Cooke, Cllr. G. Jacobs,

A. Hall (Parish Clerk)

Apologies: Cllr. M. MacCallam

ITEM NO.	MINUTES	ACTION
12.10/22	Notice of Meeting – it was moved by Cllr. H. Neve to open the meeting at 7pm.	
13.10/22	Declarations of Interest – None	
14.10/22	Public Participation – No members of the public in attendance	
15.10/22	Minutes of the meeting held on Wednesday 28 th September 2022 – motion made by Cllr. Turner and seconded by Cllr. Cooke to accept the minutes as a true record.	
	Minutes of the meeting held on Wednesday 13 th July 2022 – following an amendment being made, motion made by Cllr. Turner and seconded by Cllr. Cooke to accept the minutes as a true record.	
16.10/22	<p>Events Fireworks Display. Agreed start time of 5.30pm and finishing at 8pm (last rides and last orders 7.45pm). The Merry Tipple have confirmed the time and will apply for the TEN (Council to reimburse for the cost of the TEN). Medics UK have confirmed their attendance and will provide 2 first aiders at a cost of £149. Insurance and documentation requested. Discussion regarding walkie talkies, hi-viz jackets and help putting out fencing.</p> <p>A number of ride options were given to the Council – no cost to the Council rides the public would be charged at £2.50 each, Council charged £450 per ride, the public would be charged at £1.50 each or Council pay £800 each ride, the public would not be expected to pay at all.</p> <p>AGREED: The Council agreed to pay £1,600 for 2 rides to allow the rides to be free to the public. Turners Funfairs to be informed. Proposed by Cllr. Neve and seconded by Cllr. Turner</p> <p>The ticket sales money should be used to cover additional costs to the Council for this event. Any extra will be looked and a decision made at the next meeting as to where this is used. AGREED: to confirm at the next meeting. Proposed by Cllr. Neve and seconded by Cllr. Jacobs.</p>	AH

	<p>One of the toilets appears to be lose and needs to be repaired.</p> <p><u>Christmas Lights Event</u> – Confirmed the Ferryhill Town Band had been booked for a donation of £100 – cheque to be raised.</p> <p>AGREED: following the success of the mulled wine and mince pies last year it was agreed to do the same this year, £150 made available. Proposed by Cllr. Neve and seconded by Cllr. Turner.</p> <p><u>Halloween</u> – Cllr. Neve to check if the Carrot Club are doing a trail.</p> <p><u>Christmas Trail</u> – AGREED to spend £375 to provide sweets and reindeer food to local children.</p>	<p>AH</p> <p>HN</p>
17.10/22	<p>Update on the Park – confirmed with Members that the order for Phase 1 has been submitted. Confirmation of acceptance of the order was expected from HAGS. Funding from the AAP/Neighbourhood/T&V had been received for a total of £52,129. To allow Phase 1 to be completed, the Council would need to provide £38,000 – however, this included the VAT costs that will be recovered.</p> <p>AGREED spend – proposed by Cllr. Neve and seconded by Cllr. Brownlee. Members were informed by Cllr. Brownlee that the costs for Phase 2 had been increased to £63,730.</p>	
18.10/22	<p>Communication / IT / Emails – Members were informed of the difficulties the new Parish Clerk was experiencing with the laptop and printing facilities. It was also felt that a Council mobile phone was required.</p> <p>AGREED: to purchase new laptop, printer and mobile phone for the Parish Clerk. Proposed by Cllr. Neve, seconded by Cllr. Turner.</p> <p>Members were informed that the Parish Clerk was in discussions with our website supplier to provide gov.uk email accounts for the Parish Clerk and all Councillors. It was felt this was important due to GDPR and use of personal email accounts for Council issues.</p> <p>As part of the above information it was felt the Council should look at a Communication Policy and this should be revisited at a future meeting.</p>	<p>AH</p> <p>AH & Website Manager</p>
19.10/22	<p>Web Support Renewal – the website is managed by Sedgefield Web Design. A number of options were discussed to improve and take the website forward to incorporate use by local groups, as was the original plan. It was agreed to pay the annual fee of £1,200 for Sedgefield Web Design to continue. However, the company was asked that from renewal next year the account be brought into line with the financial year.</p> <p>AGREED: to continue website support with Sedgefield Web Design – proposed by Cllr. Neve and seconded by Cllr. Turner.</p>	
20.10/22	<p>Groundworks Extension of Contract – at the meeting on 28th September, Mr. Ellwood (SE Landscaping) requested the Council to extend his contract from renewal (April 2023) for an additional 2 years and he would not increase the costs.</p> <p>AGREED: the Council agreed in principle to extend the Contract but wanted the Contract to be checked to make sure we were able to do this. Proposed Cllr. Neve and seconded by Cllr. Turner</p> <p>Members were also asked to be mindful of extra worked requested of SE Landscaping. Anything not included in the Contract are charged for. This</p>	<p>AH</p>

	brought discussions about the type of work that SE Landscaping were asked to do. It was felt that the Council could look at available 'handyman' services.	
21.10/22	<p>External Audit Report – a copy of the External Audit Report had been circulated to Members prior to the meeting. Members were informed a minor action had been requested regarding more indepth explanation of variances were required.</p> <p>AGREED: accepted by Cllr. Neve and seconded by Cllr. Turner</p>	
22.10/22	<p>Member Sharing Cllr. Cooke:</p> <ul style="list-style-type: none"> Residents had asked that the re-enactment group who attended this year's Michaelmas Fayre (with Brightwater) be asked to be part of this event, it is agreed to take place in 2023. AGREED: Cllr. Neve to speak to Brightwater. Issues raised with speeding through High Road. AGREED to follow up with Police to monitor. Information had been received that the bus service provided by Scarlett Band from West Cornforth was stopping. AGREED: to contact DCC to confirm rumours and discuss a solution. Issues raised again regarding dogs being allowed to run free in the park and also dog mess not being cleaned up. AGREED: signs to be produced and laminated to asked people to keep their dogs on a lead and also to clean up for them. <p>Cllr. Turner:</p> <ul style="list-style-type: none"> Pitt Lane – Cllr. Neve had written to the police and Savilles re issues of graffiti. Cllr. Turner had covered the graffiti with a board. Saville's have informed Cllr. Neve that the Council are able to paint over the graffiti. The tenants had been evicted and it was hoped the problem would be resolved. However, concerns were raised regarding the area being used for flytipping. <p><u>Cllr. Brownlee</u></p> <ul style="list-style-type: none"> Confirmation sought from Cllr. Brownlee that £5,000 funding had been allocated for the village hall as per funding claim agreement. It was agreed that this funding had been allocated. AGREED: to allocated £5,000 to village hall as part of agreed funding claim – proposed by Cllr. Neve and seconded by Cllr. Turner. Update to Council that the Baby Bees Community Grant was not required. The original funding application applicant had left the village. The people taking over this group had joined forces with the Busy Bees group and would not require the funding. <p><u>Cllr. Neve</u></p> <ul style="list-style-type: none"> Cllr. Neve had attended the CDALC AGM and is the representative for the area, which includes West Cornforth, Bishop Middleham, Ferryhill and Rushyford. At the CDALC meeting information was passed regarding Civility in Public Life. Members had been forwarded an email regarding this. AGREED: to put on the agenda for Nov 2022. Climate emergency - the Council had already been discussing areas around the environment, including the wildlife garden and had proposed to create an Environmental Group. It was felt that all of these areas could 	<p>HN</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p>

	<p>be amalgamated to discuss the climate emergency. AGREED: to put on the agenda for Nov 2022.</p> <ul style="list-style-type: none"> • Brightwater have produced a book about their project. AGREED: to purchase 10 copies for use in the school and a copy for the post office for residents to see. • Warm Hubs – information had previously been circulated regarding this initiative. The Council were keen to be involved and help around volunteering, it was suggested setting up a Go Fund me page to raise funds. The Council were keen to support and be involved if the Village Hall wanted to. Funding from the Council may not be available, but they would help in other ways. Awaiting further communications from DCC to see if funding is available. 	<p>AH</p> <p>AH/HN</p>
	NEXT MEETING : Wednesday 9 th November 2022 – room needs to be booked	AH

The meeting closed 8.45pm

Signed: - Chair.

Date: _____