



Bishop Middleham Parish Council

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Conserving our Past: Building Our Future

Chairman Cllr. Harvey Neve

Minutes of a meeting of Bishop Middleham Parish Council held Wednesday 9th March 2022, in Bishop Middleham Village Hall.

Present: - Cllrs. H. Neve (Chairman), J. Brownlee, V. Cooke, M. MacCallam, G. Turner, G. Jacobs.

Parish Clerk J. Robinson

Apologies: - Cllr. E. Peeke.

No members of the public were present.

157.0/21 Notice of meeting: - It was moved by Cllr. H. Neve that the meeting be opened.

158.0/21 Declarations of Interest – none required.

159.0/21 Member Dispensation – none required.

160.0/21 Public Participation: -There was no public participation.

161.0/21 County Councillor Report

Cllr. E. Peeke was not present due to illness and therefore no report presented.

162.0/21 Minutes of monthly meeting held 9th February 2022

Resolved: - It was proposed Cllr. G. Turner seconded Cllr. V. Cooke and carried to adopt the minutes as a true record and endorse recommendations within.

163.0/21 Action Plan

The following matters were raised: -

- Cllr. M.MacCallam agreed to review the response from DCC Planning Officers in regards to permeable driveways and report back to the April meeting.
- Cllr. H.Neve to write to former Cllrs. A.Shaw and D.Hardy thanking them for their service to the community.
- Cllr. H.Neve advised he had spoken to S.E.Landscape and arranged for them to replace the NHS bed with EIRR, to reflect the Queens Platinum Celebration
- Cllr. H.Neve had responded on Council behalf in regards to the Planning Application.
- Cllr. E.Peake chasing up HAG Report
- Members expressed concern regarding the quarry continuing to dump waste on the western entrance to the village. Cllr. V.Cooke to raise the issue with Quarry Manager.
- Cllr. E.Peake is chasing up planting of trees along Mainsforth approach road with DCC.Clerk advised he had obtained a new quote for 6 similar trees to those planted for the Queens Canopy would be in the region of £1000.

164.0/21 Council Vacancies

The Clerk advised he had formally informed the Returning Officer of the 2 resignations from Mr. Shaw and Mr.Hardy. The Notice of Vacancy has now been published with the 31st March as the final date for the election to be called.

Members considered if the election was not called the procedure for co-option. The Clerk advised there is a set procedure to abide by. Members wished to note that if they were to advertise for co-option the advert will reflect the need for candidates to come forward to be representative of the whole community and especially a candidate from Mainsforth.

165.0/21 Recruitment of new Parish Clerk

The Clerk advised he still wished to leave, however he would remain until the AGAR/Annual Audit/VAT Yearly Return has been completed, and he would prepare the Annual Parish Report ready for Annual Parish meeting in May. The Clerk has provided the Chair and Vice Chair with the NALC/SLCC Contract and specimen job description. Cllr. H.Neve agreed to review the documents and present a report for members to consider.

166.0.21 Review of Standing Orders, Financial Orders

Resolved:- On a proposal by Cllr. H.Neve seconded by Cllr. G.Turner to adopt the Council Standing Orders and Financial Regulations for the period 2022/23. This was carried unanimously.

167.0/21 Review of members Code of Conduct

Resolved:- On a proposal by Cllr. H.Neve seconded by Cllr. G.Turner to adopt the DCC Members Code of Conduct for 2022/23, and carried unanimously.

168.0/21 Statement of Internal Control

The Clerk presented members the Annual Internal Control Report.

Resolved:- On a proposal by Cllr. H.Neve seconded by Cllr. G.Turner to endorse the 2022 Internal Control Report. This was carried unanimously.

169.0/21 Planning Applications

No current applications were noted.

170.0/21 Correspondence

- a. Several e-mails circulated to members for information only
- b. CDALC email re Ukrainian refugees circulated to members noted
- c. CDALC training dates

171.0/21 Annual Audit

The Clerk advised members once again Mezzars are to be External Auditors and forms to be circulated late March. Members noted they had already appointed Mr. G.Fletcher as Internal Auditor. No action plan to confirm as 2021 Audit had made no recommendations for action.

172.0/21 2021 Local Government Pay Award.

Members received a report from CDALC noting the nationally agreed pay increase for Council employees of 1.75% backdated to April 2021. This was agreed for payment in March salaries.

173.0/21 Monthly Transactions

Monthly reconciliation agreed.

The Clerk advised that the PAYE Overpayment notified by HMRC had been confirmed by them and as a result no tax to be paid by Parish Council, but still by Clerk, until November to allow for amount to be credited to Council account by HMRC

174.0/21 Platinum Celebration Report

Cllr. Turner reported on the recent meeting to organise events to celebrate the Queens Platinum Celebrations.

175.0/21 Wildlife Garden Project

Cllr. M.MaccCallam reported that the pond drainage is to commence mid March. Concern was expressed regarding the willow tree being on a 90 degree angle. Clerk to raise the issue with S.E.Landscape. Members noted that the project has £10,000 in EMR, being the grant from former County Councillor Pauline Crathornes Neighbourhood Budget.

176.0/21 Member Sharing

- a.Cllr. M.Maccallam requested the Clerk invite S.E.Landscape to the next meeting to report on current issues/summer plans.
- b. Cllr. V.Cooke advised he had been approached to see if the Park could accommodate a under 14 football team from Coxhoe, agreed to refer the issue to the Football Working group. A report from the group was also given. A first aid kit is needed, costings to repair the floor have been sought and plumber to be asked to repair showers. Pavilion to be deep cleaned after Easter.

- c. Cllr. H.Neve reported the Swan Pond is about to be cleaned
- d. Cllr. H.Neve gave a report from the recent CDALC Executive.

177.0/21 Date of next meeting

Wednesday 13th April, 7.00pm

The meeting closed 9.40 pm

Signed: -

Cllr. H. Neve,
Chairman.
13th April 2022