

Chairman Cllr. Harvey Neve

Minutes of the Annual Parish Meeting of Bishop Middleham Parish Council held
Wednesday 15th May 2024, in Bishop Middleham Village Hall at 7.00pm

Present: Cllr. H. Neve (Chair), Cllr. J. Brownlee, Cllr. V. Cooke, Cllr. M. MacCallam,
Cllr. G. Jacobs, Cllr. G. Turner

Cllr. E. Peeke (County Councillor)

Mrs. A. Hall (Parish Clerk)

1 member of the public was in attendance

| ITEM NO. | MINUTES | ACTION |
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| 1.5/24 | Notice of Meeting - it was moved by Cllr. H. Neve to open the meeting at 7.00pm. | |
| 2.5/24 | Apologies: Cllr. J. Burrows (Work), Cllr. P. Musgrove (Personal) | |
| 3.5/24 | Declarations of Interest - None | |
| 4.5/24 | Election of Chair for the year of 2024-2025 Cllr. V. Cooke proposed that Cllr. H. Neve be elected. This was seconded by Cllr. J. Brownlee (unanimous decision). | |
| 5.5/24 | Acceptance of Office - Cllr. H. Neve signed the Declaration of Office for Chair in the presence of the Council and Parish Clerk. | |
| 6.5/24 | Election of Vice Chair for the year of 2024-2025 Cllr. V. Cooke proposed Cllr. G. Turner be elected. This was seconded by Cllr. J. Brownlee (unanimous decision). | |
| 7.5/24 | Acceptance of Office - Cllr. G. Turner signed the Declaration of Office for Vice Chair in the presence of the Council and Parish Clerk. | |
| 8.5/24 | Public Participation - No issues raised | |
| 9.5/24 | Review and adopt the Standing Orders and Financial Regulations AGREED: To adopt the current Standing Orders no amendments for 2024/2025. Proposed Cllr. Neve, seconded Cllr. Cooke. A new set of Financial Regulations had been produced from the NALC template. These were reviewed by the Council and adopted at this meeting. Proposed to accept Cllr. Neve, seconded Cllr. Cooke | |
| 10.5/24 | Review and adopt the Code of Conduct AGREED: this policy had recently been implemented and the Council agreed to adopt the Code of Conduct without amendment for 2024/2025. Proposed Cllr. Neve, seconded Cllr. Cooke. | |
| 11.5/24 | Appoint Internal Auditor for year 2024/2025 AGREED: It was proposed Cllr. Neve, seconded by Cllr. Turner and carried to re-appoint Mr. G.Fletcher as Internal Auditor for the 2024/25 Financial Accounts. | |
| 12.5/24 | Schedule of Assets - the schedule of assets was shared with the Council and discussed due to the drop in valuation. The change in valuation related to the play park. Previous valuations had been removed and replaced with the actual costs of the new equipment. This reduced the valuation from £345,323 to £250,331. The Schedule of Assets was | AH |

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| | approved by the Council. Proposed Cllr. Neve, seconded Cllr. Brownlee. | | | | | | | | | | | | | | | | | | | |
| 13.5.24 | <p>Meeting Dates for 2024/2024</p> <table> <tr> <td>12th June 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>10th July 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>11th September 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>9th October 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>13th November 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>11th December 2024</td> <td>7pm-9pm</td> </tr> <tr> <td>15th January 2025</td> <td>7pm-9pm</td> </tr> <tr> <td>12th February 2025</td> <td>7pm-9pm</td> </tr> <tr> <td>12th March 2025</td> <td>7pm-9pm</td> </tr> </table> <p>The above meetings dates were approved for Parish Council meetings up to March 2025.</p> | 12 th June 2024 | 7pm-9pm | 10 th July 2024 | 7pm-9pm | 11 th September 2024 | 7pm-9pm | 9 th October 2024 | 7pm-9pm | 13 th November 2024 | 7pm-9pm | 11 th December 2024 | 7pm-9pm | 15 th January 2025 | 7pm-9pm | 12 th February 2025 | 7pm-9pm | 12 th March 2025 | 7pm-9pm | |
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| 14.5/24 | Minutes - The minutes of the meeting on Wednesday 10 th April 2024 were approved. Proposed as an accurate record by Cllr. Neve and seconded by Cllr. Cooke | | | | | | | | | | | | | | | | | | | |
| 15.5/24 | <p>County Councillor Report:</p> <ol style="list-style-type: none"> Cllr. Peeke has put a request in to DCC to have the path cleared to A177 as well as replacing the litter bin in the layby. Agreement had been made to make improvements to The Green area, which included boulders (provided by Thompsons), lifting tree, adding shrubs and bulb planting. With funding provided by Cllr. Peeke. Funding had also been approved for Cornforth School, the Banner Group, Bishop Middleham Christmas Lights and whatever is left will be donated to the Village Hall. <p>Cllr. Neve thanks Cllr. Peeke for her continued proactive appropriate and constant striving to get work done.</p> | AH/EP | | | | | | | | | | | | | | | | | | |
| 16.5/24 | <p>Finance</p> <ol style="list-style-type: none"> Payments and Receipts for April 2024 were presented to Members and approved. Ferryhill Town Band had successfully made it to the national finals later this year and have requested support to fund the trip. Members felt this was a worthwhile cause as the band regularly supported our events. Approved: to donate £250 to Ferryhill Town Band. Clerk to contact the band to inform them. Members were informed that one of the garage tenants had requested to relinquish his tenancy. He was unhappy about the condition of the garage and that water leaking in had caused damage. Tenant was asked to put a complaint in writing but nothing had been received. The Council had not been notified of a repair being required. Following discussion, Members agreed to accept the return of the garage and to give tenant time to remove personal belongings. The WI had submitted a Community Grant application to the value of £1,417. This was to support a number of areas, including funding for rent, newsletter, trips for members, funding events (wreath making), purchase of IT equipment (printer, laptop, etc). Members felt this was too much and that a representative from the WI should be invited to attend the next meeting. Action: to inform the WI that at the moment no grant had been awarded but to invite a representative to attend the next meeting to discuss further. | AH AH AH | | | | | | | | | | | | | | | | | | |

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| 17.5/24 | <p>Policies</p> <p>a) Co-option and Voting Policy - Members were informed of a proposed amendment. Proposed to approve Cllr. Neve, seconded Cllr. Brownlee.</p> <p>b) Tree Policy - deferred to future meeting. One quote had been received covering for two areas:</p> <ul style="list-style-type: none"> a. General assessment - highlighting trees with issues b. Full assessment and mapping of all trees giving an inventory. Further quotes to be received. | |
| 18.5/24 | <p>Community</p> <p>a) Cllr Turner attended meeting of Relief in Need Charity and explained how this groups works and an insight into what type of activities are funded. Members felt this charity resource is not known about and should be publicised more. It was felt that this would be beneficial in these difficult times with rising costs.</p> <p>b) It was agreed that a litter pick session take place on 8th June (10am-12noon). Poster to be produced and distributed.</p> | |
| 19.5/24 | <p>Member Sharing</p> <p><u>Cllr MacCallam</u></p> <ul style="list-style-type: none"> - Open Gardens - leaflet produced, dates agreed. Clerk to arrange printing of leaflets and pass to Cllr Neve for distribution. - Footpath to Hardwick <p><u>Cllr Cooke</u></p> <ul style="list-style-type: none"> - reported issue with fires on the allotment - speeding - still a problem on High Road - suggestion to contact our local MP for further advice. Cllr Neve will also raise with our local Police Sargeant. <p><u>Cllr Brownlee</u></p> <ul style="list-style-type: none"> - Issue raised re using the park for toilet trips for children - Pickleball Court being marked on 4th June - signs to be displayed requesting people to stay out. Cllrs to monitor after school to evening. <p><u>Cllr Jacobs</u></p> <ul style="list-style-type: none"> - still monitoring and noting white fences as speed awareness <p><u>Cllr Neve</u></p> <ul style="list-style-type: none"> - has been approached by resident to use the car park and park area for a children's party. Clerk to look into this. | |
| 14.5/24 | <p>Next Meeting: Wednesday 10th July 2024 at 7pm</p> | |

The meeting closed 9pm

Signed: - Chair.

Date: