

**Chairman Cllr. Harvey Neve**

Minutes of the Annual Parish Meeting of Bishop Middleham Parish Council held  
Wednesday 12<sup>th</sup> June 2024, in Bishop Middleham Village Hall at 7.00pm

**Present:** Cllr. H. Neve (Chair), Cllr. J. Brownlee, Cllr. J. Burrows, Cllr. G. Jacobs, Cllr. G. Turner

Cllr. E. Peeke (County Councillor)

Mrs. A. Hall (Parish Clerk)

4 members of the public were in attendance

ITEM NO.	MINUTES	ACTION
1.6/24	<b>Notice of Meeting</b> - it was moved by Cllr. H. Neve to open the meeting at 7.00pm.	
2.6/24	<b>Apologies:</b> Cllr. M. MacCallam (Work), Cllr. V. Cooke (unknown)	
3.6/24	<b>Declarations of Interest</b> - None	
4.6/24	<b>Minutes</b> - The minutes of the Annual Assembly and Annual General Meetings held on Wednesday 15 <sup>th</sup> May 2024 were approved. Proposed as an accurate record by Cllr. Neve and seconded by Cllr. Turner.	
5.624	<b>Public Participation</b> - representatives from the seniors football team attended to discuss the recent increase in fees for the team. Members wanted to reassure the team that the Parish Council were very keen to support the team and did not want them to be in a position to find alternative facilities. <b>Agreed:</b> Clerk to send the team a copy of the Community Grant application form.	
6.6/24	<b>County Councillor Report:</b> a) Cllr. Peeke gave members a breakdown of her funding for 2024/2025 and how she had disseminated this out. She also gave a breakdown of her spend over the past few years and the % given to different villages.  Cllr. Neve thanks Cllr. Peeke for her continued proactive approach and constant striving to get work done.	<b>AH/EP</b>
7.6/24	<b>Outdoor Activities:</b> a) <b>Open Gardens / Garage Sale event</b> - arrangements were continuing, publicity had been approved and distributed. Approval was sought for the Parish Council to support purchasing some white table cloths for the High Tea event. This was approved. b) <b>Litter picking</b> - Members who had attended felt it was again a successful activity, and positive to see that fewer bags were collected than the previous event. However, concern had been raised that during the litter pick event on 8/6/2024, a number of sharps had been found which needed to be disposed of. It was planned to hold the next event on Saturday 20 <sup>th</sup> July 2024. <b>Agreed:</b> Clerk to arrange publicity and advertise well in advance.	<b>JB/EP</b>  <b>AH</b>

	<p>c) <b>D-Day 80</b> - although only a small number of people attended the event, it was very well received and it was felt an appropriate way to mark the occasion, with the Peace Lamp being handed from an old resident to a young resident.</p> <p>d) <b>Michaelmas Fair</b> - Members were informed that First Aid, bar, catering (A&amp;A) had been confirmed. Members felt they would like a different enactment group as the Saxons, although very good, had been in attendance for 2 years. The Clerk informed members she was trying to get alternative catering, eg coffee cart, dessert supplier to attend and was also trying to encourage more people to set up stalls on the day. The budget for the event was looked at and it was felt that more funding was needed to make it a worthwhile event and to encourage more people to attend by getting more fairground rides. From the list supplied Members requested the carousel, teacups, ghost train and giant slide. <b>Agreed:</b> to pursue a WWII enactment group if available. Clerk to confirm additional catering suppliers and what their needs are.</p> <p>e) <b>Tree Assessment</b> - Members were informed of the two quotes that had been received. Both companies provided 2 quotes for the following:</p> <ul style="list-style-type: none"> <li>a. H&amp;S assessment of trees in need</li> <li>b. Full H&amp;S assessment including plotting of trees and identification.</li> </ul> <p>Members felt it would be beneficial to have the full assessment carried out. It was agreed that Premier Tree Services should be contacted to carry out the work. <b>Agreed:</b> Clerk to contact Premier Tree Services.</p> <p>f) <b>Christmas Lights</b> - Members had previously been sent details of 9 new motifs to be purchased and these designs were approved. However, the Clerk raised the issue of storage. A local company was contacted and it would cost nearly £1,000 for a year of storage. Blachere have proposed a cost of £225 for storage and £145 for carriage costs. <b>Agreed:</b> To approve the quote from Blachere for 2024 initially to give time for additional storage to be sought for future.</p> <p>g) <b>Grounds Maintenance Contract</b> - Members were informed that a letter had been received from SE Landscaping Services requesting an extension to the current contract for a further 2 years with no price increase. Members felt this was a financially beneficial proposal and that the Members had been satisfied with the work carried out by the company. <b>Agreed:</b> to accept the request to extend SE Landscaping Services contract for 2 years in principal, but some aspects need to be looked at regarding legal circumstances. Defer decision to next meeting.</p>	<p style="text-align: right;"><b>AH</b></p> <p style="text-align: right;"><b>AH</b></p> <p style="text-align: right;"><b>AH</b></p> <p style="text-align: right;"><b>AH</b></p>
8.6/24	<b>Health and Safety</b> - no issues raised	
9.6/24	<p><b>Finance</b></p> <p>a) <b>Internal Audit Report</b> - Gordon Fletcher had undertaken an internal audit on 6<sup>th</sup> May 2024. Members had previously been issued with a copy of the report, which showed that there were no recommendations or issues raised in the report.</p> <p>b) <b>Approve AGAR 2023/2024 (Section 1)</b> - Members considered Section 1 of the AGAR and approved. Proposed Cllr Neve, Seconded Cllr Turner</p>	

	<p><b>c) Approve AGAR Accounting Statement (Section 2)</b> - Members reviewed and considered Section 2 of the AGAR and were satisfied that this was correct and approved. Proposed Cllr Neve, Seconded Cllr Turner</p> <p><b>d) Community Grant Application - WI</b> - Members were informed a revised application had been received. Discussion took place in relation to the purpose of the application. It was felt not appropriate to fund the trip to Bowes Museum. Therefore approval was given for a grant of £199. Proposed Cllr Neve, Seconded Cllr Brownlee</p> <p><b>e) Football Fees (Seniors)</b> - see public participation above</p> <p><b>f) Assets/Leases</b> - Members were informed that the Clerk had spoken at length to a representative from Savills to resolve the lease situation. Whilst they accept responsibility for the trees, they still wanted us to sign a Lease agreement. The Clerk explained there were no terms required that necessitated a lease and that a maintenance agreement would be more suitable. This was to be taken back to Savills to discuss further.</p>	
19.6/24	<p><b>Member Sharing</b></p> <p><u>Cllr Neve</u> - the new parish Vicar was welcomed at an event last weekend. The new Vicar is David Lucas with his wife Hannah and family. The event was well attended and the family are happy to become a part of the village.</p> <p><u>Cllr Jacobs</u> - can SE Landscape cut grass near the stone name - as you drive up to it you can only see Bishop.</p> <p><u>Clerk</u> - updated Members that there is a noticeboard key in the post office and also a spare in the village hall office.</p> <p><u>Cllr Burrows</u> - Christmas lights in the tree opposite the post office have dropped and are hanging quite low. Request to have this looked at.</p>	
14.6/24	<p><b>Next Meeting:</b> Wednesday 10<sup>th</sup> July 2024 at 7pm</p>	

The meeting closed 9pm

Signed: - Chair.

Date: