**Fishburn Parish Council**

**Chair Cllr. S.Dowson**

**Minutes of the monthly meeting of Fishburn Parish Council held on Thursday 12th June 2025 in Fishburn Youth and Community Centre.**

**Present :** Cllr. S.Dowson (Chair),

Cllrs. S.Tinkler C. Leonard, V.Anderson, M.Barker, D.Dowson, S.Hughes, K.Payne.

**In attendance :** Mr. J.Robinson Parish Clerk. County Councillor C. Lines.

Prior to the start of the meeting Cllr. M.Barker took the Chair to enable members to interview Ms. Kelly Ann Payne who has expressed an interest in being co-opted to the Council. After interviewing it was proposed Cllr. S.Tinkler seconded by Cllr. V.Anderson and agreed to co-opt Ms. K.A.Payne to be a member of Fishburn Parish Council. Cllrs. S. and D.Dowson took no part in the process as they declared an interest as being related to the applicant.

Cllr. K.A.Payne then signed the acceptance of Office documentation and joined the meeting.

Cllr. S.Dowson then took over as Chair.

**21.0/25 Apologies**

nil

**22.0/25 Declaration of Interest**

The following declaration of interest were made Cllr. V.Anderson, M.Barker, D.Dowson.

**23.0/25 Member dispensation**

No issues raised.

**24.0/25 Durham County Councillor Report**

Cllr. C. Lines tabled his monthly report (report on file). Members referred to complaints of a boulder being dumped on the highway in front of houses. Clerk has been referred to both DCC and Polce. Cllr. C. Lines agreed to chase up with officers at DCC and have it removed.

**25.0/25 Chairman’s Report**

Cllr. S.Dowson reported on the following:

1. quote for replacing church fence due 13th June, it was agreed to delegate decision to Chairman and Vice Chairman and for them to report back to July meeting
2. Rubbish from Sedgefield Terrace had been done free of charge by J. Pike Ltd.
3. She had received a request to fly a LGTBQ2+ on the village green. Members expressed concern that it could set a precedent for various flags, and it had not been included as an approved flag in the 2025 flag policy. Members were happy to consider it when reviewing the Policy December 2025.

**26.0/25 Minutes of Annual meeting held 6th May 2025.**

The minutes were proposed Cllr. V.Anderson seconded Cllr. C. Leonard and agreed.

**27.0/25 Correspondence**

The following was received:-

1. Register of Electors Monthly Alterations
2. DCC waste-control contract, agreed and signed Request for flower tubs on Poplars/Moorside Crescent. Agreed to defer this request for consideration at 2026 Budget setting meeting
3. E-mail complaining about rubbish and broken glass on a playground but no site named. Agreed to write and ask for specific site details.
4. Hydrochem Group asking if they are required to undertake Legionella Testing of Football Pavillion. It was noted Pavillion is in constant use so does not require the testing.

**28.0/25 Planning Applications**

Members considered the following:

1. Sprucely Farm application is now become subject to a Planning Appeal. It was agreed to responded saying Council still object to the application, our original objections stand and wish to speak and attended as an interested party.
2. DM/25/01455/FPA demolition of existing conservatory replace with garden room, garage conversion and interior alterations, 23 Greenside Close. No objections made.
3. DM/25/01042/FPA two storey extension to side and single storey extension to the rear Dalveen Salters Lane, no objections raised.

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**29.0/25 Annual Audit**

Parish Clerk presented the Annual Report from the Internal Auditor and the Annual Governance and Accountability Return for 2024/25. Members were advised a NO had been declared last year due to former Clerk not claiming VAT. During the year this had been rectified, and a substantial back claim had been submitted in June 2024. HMRC have accepted the claim and in May 2025 paid £23,000 and remainder due shortly. They had also recently written to the Council advising all penalty points to have now been removed. The Internal Auditor has recommended as a result all sections be declared as YES. In respect of website and emails. The Council have obtained Government authorisation and purchased a GOV. domain. The transfer is to take place during the month of July now new Council is in place.

**29.1/25 Annual Governance Statement 2024/25**

After discussion it was proposed Cllr. V.Anderson seconded Cllr. M.Barker to accept the form and to declare all questions as compliant.

**29.2/25 Accounting Statement 2024/25**

After discussion it was proposed Cllr. V.Anderson seconded Cllr. M.Barker and agreed to accept the Accounting Statement.

**30.0/25 Monthly Financial Reconciliation**

Cllr. M.Barker proposed seconded Cllr. V.Anderson and agreed to accept report on Invoice and Expenditure and to authorise payment of monthly accounts.

**31.0/25 Civic Events/Meeting dates 2025.**

It was agreed to the following events:

VJ 80th Commemoration 15th August 2025

Christmas light switch on 3rd December

Holocaust Memorial 27th January 2026

Fishburn Day to be confirmed

Council meetings from September to be 2nd Thursday of the month July Council meeting to be 2nd July to ensure all paperwork/public inspection of annual accounts is in place for annual audit. No meetings as normal in August recess.

**32.0/25 Co-option.**

The Clerk to advertise for members of the public to come forward, closing date 1st September to enable co-options to take place at September meeting.

**33.0/25 Spirit of Fishburn Award**

Members were advised 1 nomination for Julie Spinks the volunteer in FYCC. It was unanimously agreed to award the Spirit of Fishburn to her. Clerk to arrange presentation event.

**34.0/25 Garages**

The Chair and Clerk gave a report on the current numbers who have paid their rent and issues raised. It was agreed Clerk to send out final letters in early July to those who have not paid asking them to pay by 31st July 2025.

**35.0/25 Road Traffic Management Plan**

Members expressed concern regarding the recent number of serious accidents around the Parish. Cllr. C. Lines agreed to co-ordinate a joint meeting between County Councillors, Highway Officers DCC, Police and Parish Council to discuss a Traffic Management Plan. Members also agreed to undertake a Parish Walkabout on the morning of Saturday 21st June at 10am.

**36.0/25 Website**

OUTRANK a local website company have been asked to review the website and also assist in changing over emails including members to the gov. domain. It was agreed to invite them to the next meeting.

37**.0/25 Football Pavillion Roof**

Members noted that it had been agreed to delay the roof repair until the VAT refund had been received which it now has. It was proposed Cllr. S.Tinkler seconded Cllr. S.Hughes and agreed to appoint T.R. Property Maintenance to undertake the work at a cost of £15,500. Cllrs. D.Dowson, S.Dowson, declared an interest and took no part in the debate and subsequent vote.

**38.0/25 Church Floodlighting**

It was proposed Cllr. S.Dowson seconded by Cllr. M.Barker to proceed with the project and to arrange a meeting with the church to take forward.

**39.0/25 Date of next meeting**

The next meeting to be held on Wednesday 2nd July 2025 at 6.30pm in Fishburn Youth and Community Centre.

Signed:-

Chair Fishburn Parish Council

2nd July 2025