



FISHBURN PARISH COUNCIL

Minutes of a meeting of the Parish Council held in the Youth Club building, Butterwick Road, on Thursday 13th April 2023 at 6:30 p.m.

PRESENT: Councillors A. Pearson (Chairman); M. Barker; D. Dowson; S. Dowson; M. Hodgson [6:40 p.m.]; S. Tinkler. **IN ATTENDANCE:** Mr. K. Murray-Hetherington (Parish Clerk); Cllr. D. Brown.

| Minute No. | Agenda item |
|------------|---|
| 1. | PUBLIC PARTICIPATION: Twenty [20] members of the public were in attendance. RESOLVED: To invite a representative from <i>Living</i> to attend the Annual Parish Meeting on Thursday 11th May 2023 to address residents' concerns regarding the termination of garage tenancies in Fishburn; and to ask <i>Living</i> to extend the notice period from Monday 1st May 2023 until Friday 30th June 2023. [Mr. Paul Howell MP subsequently attended the meeting at 8:00 p.m. and was advised on the concerns expressed by his constituents]. |
| 2. | APOLOGIES FOR ABSENCE: Cllr. A. Lord had tendered her resignation due to family and work commitments. [Cllr. C. Welsh's apology for non-attendance was not received in time for the council to approve (or not) the reason for absence - work commitment]. |
| 3. | DECLARATIONS OF INTERESTS: Cllr. Barker declared an interest in matters affecting Fishburn Football Club [treasurer] and Fishburn Allotment Association [treasurer/plot holder]. Cllr. D. Dowson declared an interest in matters affecting Fishburn Football Club. |
| 4. | DURHAM COUNTY COUNCIL (DCC): Cllr. Chris Lines had submitted a comprehensive written report on matters relating to DCC. Cllr. David Brown gave a report on Hardwick Hall's licensing; parking at Salters Drive; running costs at County Hall; and public rights of way. Cllr. Dowson raised concerns relating to an incident on the highway at Trimdon Village. |
| 5. | MINUTES OF PREVIOUS MEETING: RESOLVED: To approve as a correct record and authorise signing of the minutes of the meeting held on Thursday 9th March 2023. |
| 6. | MATTERS ARISING: Cllr. Tinkler explained that he and Cllr. Hodgson had not been able to visit Barclays to enable their personal details forms to be sent to the Mandate Change Team. |
| 6.1 | Cllr. S. Dowson agreed to store the first of the poppies from local crafts people, which had started to arrive, to wrap around the ceremonial beacon for Remembrance Day 2023. |
| 7. | VACANCY: On the motion of Cllr. Tinkler, seconded by Cllr. S. Dowson, it was unanimously RESOLVED: That Vivienne Anderson shall fill a casual vacancy by co-option. |
| 8. | DECLARATION OF OFFICE: The candidate signed the Declaration of Acceptance of Office. |
| 9. | REPORTS: Cllr. Barker had attended a site meeting with Chris Beedham from Durham County Council's Highways Department arranged by County Councillor Chris Lines to discuss the available options relating to parking at Salters Drive, subject to the availability of funds. |
| 10. | CORRESPONDENCE: The instruction to a resident at Butterwick Road regarding parking on the village green had not been heeded. RESOLVED: To instruct Meikles Solicitors LLP on the matter at an anticipated cost of approximately £200 + VAT. |
| 10.1 | Cllr. Tinkler had received correspondence relating to the requirement for allotment holders to reside in the Parish. Cllr. Barker explained the policy that new applicants must live within the parish boundary but may subsequently move outside Fishburn without losing their allotment. |
| 11. | PLANNING APPLICATIONS: There were no planning applications for consideration. [The |

following application had been circulated: DM/23/00739/FPA - Ms Roxana Brivent-Barnes, 1 Hutton Close, Fishburn, TS21 4HE - conversion of garage - delegated decision].

12. FINANCIAL MATTERS:

- 12.1 **RESOLVED:** To receive the schedule of monthly expenditure and approve payment of those invoices presented to the meeting and issue cheques. **RESOLVED:** To receive the most recent budget report.
- 12.2 Cllrs. Tinkler and Hodgson had not been able to visit Barclays. They agreed to bring their personal details forms to the next meeting for them to be sent to the Mandate Change Team.
- 12.3 The Clerk advised that any proposal to bid for funding from countless grant-giving organisations would warrant increasing the Parish Clerk's working hours to increase the capacity without hindering everyday work.

13. GROUNDS MAINTENANCE SERVICES:

- 13.1 **RESOLVED:** That reinstating the village green area by removing the clay/rubble and using top soil and seeding following groundworks to lay new cabling for lights was not necessary.
- 13.2 **RESOLVED:** To approve a legionella risk assessment for the sports pavilion/changing rooms at the cost quoted [£220 + VAT] including testing the water supply at Fishburn Bowls Club.
- 13.3 **RESOLVED:** To meet at the pit wheel car park on Sunday 23rd April 2023 at 1:00 p.m. to measure accurately before requesting further quotations for new timber birdsmouth fencing.
- 13.4 **RESOLVED:** To approve the purchase of six signs for the village green at £549.40 + VAT.
- 13.5 **RESOLVED:** To authorise some sensible pruning to a tree on the cemetery drive ensuring the tree remains healthy and safe, subject to a donation from the adjacent resident towards the cost of pruning by a professional contractor.

14. FOOTBALL FIELDS: Turfcare's Operations Director had signed and returned a copy of the formal Contract of Agreement. The drainage work will commence on 1st June 2023.

- 14.1 Cllr. D. Dowson was still awaiting quotations for the costs of rendering on the external walls of the pavilion and for the costs of installing outside security lighting at no cost to the council.
- 14.2 Cllr. D. Dowson sought two additional Mul-T-Lock padlock keys and fobs for the recreation ground padlocks for the new football teams and a new padlock for the rear perimeter gate.

15. FISHBURN CEMETERY: RESOLVED: To instruct the contractor (J.P. Driveways and Landscaping) to commence cemetery improvement works (replacing gravel surfaces of all existing footpaths and the roadway with tarmac) only when the funding had been received.

- 15.1 Cllr. S. Dowson was obtaining quotations for the cost of an accompanying marble stone to explain the 'postbox to heaven' and would seek approval before proceeding with an order.

16. THE KING'S CORONATION: Cllr. Tinkler presented a sample 'crown' for the hanging basket trees. The Parish Clerk handed over 250 commemorative bookmarks to Cllr. Barker for each child attending Fishburn Primary School, and any other children resident within Fishburn but attending a school outside the parish.

17. CHRISTMAS LIGHTS: Cllr. S. Dowson gave a report on the ground works and electrical cabling for the Christmas lights for 2023.

18. ANNUAL PARISH MEETING: RESOLVED: To confirm the date and time of the Annual Parish Meeting, a meeting of the electorate: Thursday 11th May 2023 at 6:00 p.m.

19. ANNUAL MEETING OF THE COUNCIL: RESOLVED: To confirm the date and time of the Annual Meeting of the Parish Council: Thursday 11th May 2023 at 6:30 p.m.

20. NEXT MEETING: RESOLVED: To confirm the date and time of the next ordinary meeting: Thursday 11th May 2023 at 7:00 p.m.

21. CONCLUSION OF MEETING: The meeting closed at 8:37 p.m.