



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

**PRESENT:** Councillors S. Dowson (Chair); V. Anderson; M. Barker; D. Dowson; M. Hodgson; A. Pearson; S. Tinkler [arrived at 6:50 p.m.]; C. Welsh. **IN ATTENDANCE:** Mr. K. Murray-Hetherington (Parish Clerk); Mr. Paul Howell, M.P. and 2 members of the public.

**PUBLIC PARTICIPATION:** Mr. & Mrs. Malcolm Cowans asked the Parish Council to consider again their request to either remove or cut back the trees which they stated were overhanging their property. They were advised that, if the trees in question were growing over into their garden, they have the right to remove overgrowing branches, but only back to the common boundary; and any cuttings must be offered back to the tree owner, i.e. the Parish Council, which would accept the offer of them only if they are returned in a reasonable way, but the chucking of unwanted leaves onto its land would constitute a nuisance or fly tipping.

Minute  
No.

**Agenda item**

1. **APOLOGIES FOR ABSENCE:** There were no apologies for non-attendance.
2. **DECLARATIONS OF INTERESTS:** Cllr. Barker declared an interest in matters affecting Fishburn Football Club (FC) [treasurer] and Fishburn Allotment Association [treasurer/plot holder]. Cllrs. D. Dowson and C. Welsh declared an interest in matters affecting Fishburn FC.
3. **DURHAM COUNTY COUNCIL (DCC):** Cllr. David Brown had submitted an apology for absence. Cllr. Lines gave a detailed report on matters affecting Durham County Council.
4. **VACANCY:** On the motion of Cllr. Tinkler, seconded by Cllr. Anderson, it was unanimously **RESOLVED:** That Caroline Rebecca Pedlow shall fill a casual vacancy by co-option.
5. **DECLARATION OF OFFICE:** The candidate signed the Declaration of Acceptance of Office.
6. **MINUTES OF PREVIOUS MEETING: RESOLVED:** To approve as a correct record and authorise signing of the minutes of the meeting held on Thursday 8th June 2023.
7. **MATTERS ARISING: RESOLVED:** To write to relevant officials to express dismay regarding adverse changes to bus services which Arriva UK Bus company had implemented.
8. **ITEMS FOR NEXT MEETING:** The following items were agreed for inclusion on the agenda:
  - i) Results from village speed survey [Cllrs. Anderson & Pedlow].
  - ii) Remedial action to prevent cars parking on the grass verges at Salters Lane [Cllr. Hodgson].
  - iii) D-Day 80 event as a standing item and a schedule of beacon lighting dates [Cllr. Tinkler].
  - iv) Artwork for obsolete notice board on Front Street [Cllr. Welsh].
  - v) Strategic action plan for current and future projects in year or for next 2-5 years [Cllr. Barker].
  - vi) CCTV cameras [Cllr. Barker].
9. **REPORTS:** Cllr. S. Dowson reported on her attendance at Northumbria in Bloom's the summer judging tour for Fishburn cemetery's stand-alone special entry.
- 9.1 Cllr. S. Dowson had attended chairmanship training organised by County Durham Association of Local Councils (CDALC) and County Durham and Cleveland Training Partnership.
10. **CORRESPONDENCE:** The Parish Clerk read aloud complimentary comments received from residents regarding the improvements within the cemetery.
11. **PLANNING APPLICATIONS:** The Parish Clerk read aloud the recent planning decisions.

**RESOLVED:** To instruct the Parish Clerk to contact Durham County Council's planning department regarding concerns expressed by residents about a large container/portacabin which had been installed at Hinson Well-Being & Fitness Centre, Alexander House.

- 12. FINANCIAL MATTERS:** The Parish Clerk and Responsible Financial Officer (RFO) gave an update on the situation regarding Barclays Business Banking and closure of the accounts..
- 12.1 On the motion of Cllr Barker, seconded by Cllrs. Anderson and Tinkler, it was unanimously **RESOLVED:** To receive the schedule of monthly expenditure and approve payment of all those invoices presented to the meeting and issue cheques.
- 12.2 **RESOLVED:** To receive the most recent budget report.
- 12.3 **RESOLVED:** To approve a request for £150.00 donation to Fishburn Allotments' flower show.
- 13. GROUNDS MAINTENANCE SERVICES:**
- 13.1 It was unanimously **RESOLVED:** To take no further action regarding Mr. & Mrs. Cowans' request to either remove or cut back trees which they stated were overhanging their property.
- 13.2 **RESOLVED:** That the two trees and most of the other trees within the same vicinity may require trimming and the best time would be in late winter or early spring and the Parish Council's grounds maintenance contractor shall be instructed to carry out this work.
- 13.3 The Chair explained that the cemetery works had been finished satisfactorily but a formal written complaint had been lodged against Co-op Funeralcare regarding damage caused to the newly laid tarmac. **RESOLVED:** That the damage was Co-op Funeralcare's fault due to the funeral director's negligence or recklessness; and to claim compensatory damages.
- 13.4 Livin's Executive Director - Corporate Services - had indicated that the next Board meeting would be on 20th July and he anticipated approval of the transfer of the garage sites at that meeting and the transactions being completed by the end of August.
- 13.5 The delayed drainage work at the football fields work had eventually started but the Operations Director at Turfcare (Paul Charlton) had advised that they had hit a water pipe.
- 13.6 The Chair was awaiting a response from Durham County Council's Street Lighting & Operational Support Manager regarding ongoing issues with electricity on the village green. The Chair mentioned that there was likely to be a cost incurred by the Parish Council.
- 13.7 Durham County Council's Outdoor Facilities Officer (Tom Forster) had carried out an emergency surface repair under the basket swing. at Maughan Terrace play area yesterday due to the high level of risk. The charge for the works was £150.00 + VAT.
- 13.8 Cllr. D. Dowson was in the process of contacting an architect to prepare detailed plans for a proposed pavilion expansion for further consideration.
- 13.9 Cllr. S. Dowson was awaiting a third quotation from J.P. Driveways & Landscaping for the cost of fencing at the pit wheel fields car park. **RESOLVED:** To discuss at the next meeting
- 13.10 The Chair suggested a consecration or blessing ceremony at the Memorial Garden situated within Fishburn cemetery and the Clerk had asked the churchwarden whether this was something the current vicar could assist with in terms of conducting such a service.
- 14. NEXT MEETING: RESOLVED:** To confirm the date and time of the next ordinary meeting: Thursday 14th September 2023 at 6:30 p.m.
- 15. EXCLUSION OF THE PUBLIC: RESOLVED:** That under the Public Bodies (Admission to Meetings) Act 1960, the public shall be excluded from the meeting during consideration of the following item of business to the confidential nature of the business to be transacted.
- 16. STANDING ORDERS:** On the motion of Cllr. Barker, **RESOLVED:** To suspend Standing Order no. 3 ('a meeting shall not exceed a period of two hours') to progress the business.
- 17. GROUNDS MAINTENANCE CONTRACT:** Members considered the draft specification for the grounds maintenance contract for 2024/2025. **RESOLVED:** To approve the specification and timetable for the contract subject to any final additions and to invite tenders.
- 18. CONCLUSION OF MEETING:** The meeting closed at 8:55 p.m.