Fishburn Parish Council

**Chair Cllr. S.Dowson**

**Minutes of a meeting of Fishburn Parish Council held on Thursday 13th June 2024 in Fishburn Youth and Community Centre.**

**Present :** Cllr. S.Dowson (Chair), Cllrs. D.Dowson, M.Barker, S.Tinkler, A.Pearson, V.Anderson.

**In attendance :-**Mr. J.Robinson Acting Parish Clerk.

There were no members of the public present.

**28.0/24 Apologies**

Nil

**29.0/24 Declaration of Interest**

Cllr. D.Dowson declared an interest in matters relating to Fishburn Football Club. Cllr. M.Barker relating to Allotments, Cllr. A.Pearson and V.Anderson in regard to the Cemetery.

Before beginning the meeting, the Chair Cllr. S.Dowson informed the meeting there are 3 vacancies for membership of Council and 2 residents have come forward offering their service. She proposes to interview them at the start of the meeting to allow them to join the meeting fully if appointed, members agreed with this action.

**30.0/24 Co-option to Council**

Members interviewed Mrs. C. Leonard and Mrs. S.Hughes and on submitted to the vote both were co-opted to Council.

**31.0/24 Chairmans Report**

The Chairman raised the following issues

1. A number of issues had arisen and needed to be actioned in regard to the former Clerk
2. No VAT has been claimed since June 2023, this has now been resolved
3. She reminded members of the continual need to register and update interests.

**32.0/24 Report from Durham County Councillors.**

Cllr. C. Lines and D. Brown had previously submitted their apologies and tabled a written report (attached to minutes). Cllr. D. Brown gave a verbal report,

**33.0/24 Minutes of meeting held Thursday 23rd May 2024**

Cllr. D.Dowson proposed the minutes, seconded by Cllr. S.Tinkler and agreed.

**34.0/24 Matters arising.**

 There were no matters arising.

**35.0/24 Minutes of Annual Assembly held 23rd May 2024**

The minutes were noted, and no action required.

**36.0/24 Request for donation.**

Members received a request from Alice House Hospice. It was proposed Cllr. S.Tinkler seconded M.Barker and agreed to donate £100 under Section 137.

**37.0/24 Correspondence**

All covered by agenda items.

**38.0/24 Planning Applications**

No applications to be considered.

**39.0/24 Financial Matters**

39.1 Virgin Account.

The Chair advised progress has been made and hopefully bank transfers shall commence shortly.

39.2 Monthly Transactions.

List of monthly payments agreed to be found at Appendix 1.

**40.0 /24 Report on D-Day commemoration**

The Chairman on behalf of Council placed on record Councils thanks to Cllr. S.Tinkler and helpers for an excellent event.

**41.0/24 Flagpole**

Both the acting Clerk and Cllr. S.Tinkler had acquired quotes from Hendersons, but both were different. It was agreed to obtain clarification from the company regarding the quote and to ask for an additional quote to cover 6,7,8,9,12 meter poles. Once quote has arrived a site meeting to be arranged.

**42.0/24 Kings Portrait**

The official Kings Portrait has arrived. It was agreed to install it in Fishburn Community Centre.

**43.0/24 Annual Audit**

The Acting Clerk reported on the current position regarding the annual accounts. It is hoped to have then ready for members approval in late June.

**44.0/24 Defibrillator**

The Acting Clerk advised a recall notice had been issued on the machine and it is currently being checked.

**45.0/24 Cemetery**

Acting Clerk gave a report on current issues, this was noted.

**46.0 /24 LIVIN garages**

Acting Clerk advised the contract has still to be received.

**47.0/24 Ground Maintenance Update**

Members considered the following

47.1 Hanging baskets are still not erected, matter to be chased up with S.E.Landscape

47.2 S.E.Landscape to be asked to clean the bus shelters

47.3 Concern was expressed regarding the cutting of trees in the Cemetery

47.4 Concern was expressed regarding overgrown bushes at the former doctor’s area

47.5 S.E.Landscape to be asked to look at the weeds in the church grounds,

Acting Clerk advised members an annual risk register must be presented and discussed by members. He tabled a risk register covering current position. It was proposed Cllr. D.Dowson seconded Cllr. S.Dowson and agreed to accept the report as tabled.

**48.0/24 Football Field**

Concern was expressed for the need to Verti Drain the football filed. Cllr. D.Dowson agreed to approach Turfcare accordingly.

**Exclusion of Press and Public**

This was not required as no items of business to be transacted.

**49.0/24 Date of next meeting**

The next meeting to be held on Thursday 11th July 2024 at 6.30pm in Fishburn Youth and Community Centre.

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Signed:-

Chair Fishburn Parish Council

11th July 2024.