



FISHBURN PARISH COUNCIL

Minutes of an ordinary meeting of the Parish Council held on **Thursday 9th May 2019** at 7.30 p.m. in the meeting room at Fishburn Community Centre, Butterwick Road, Fishburn, County Durham

PRESENT: Councillors A. Pearson (Chairman); M. Barker; A. Dillon; K. Dowson; M. Hodgson; M. Parkin, P. Pearson, S. Tinkler. **IN ATTENDANCE:** Mr. K. Murray-Hetherington (Parish Clerk).

Minute No.	Agenda item
321.	APOLOGIES: RESOLVED: To accept apologies and reasons for non-attendance from Cllrs. C. Luke [work] and S. Dowson [unwell].
322.	DECLARATIONS OF INTEREST: Cllr. Barker declared a registerable interest in matters affecting Fishburn Football Club and Fishburn Allotments. Cllr. Parkin declared a registerable interest in matters affecting Fishburn Youth and Community Centre.
323.	PUBLIC PARTICIPATION: None.
324.	MINUTES OF PREVIOUS MEETING: RESOLVED: To approve as a correct record and authorise signing of the minutes of the meeting held on Thursday 11th April 2019.
325.	MATTERS ARISING:
325.1	310: RESOLVED: To defer consideration of a service level agreement (SLA) until the next meeting.
325.2	315: RESOLVED: To defer an update on a gas beacon until the next meeting.
325.3	318.3: RESOLVED: To approve the booking of <i>Mr. Santa Claus</i> and to defer consideration of other matters relating to a Christmas event until the next meeting.
326.	CORRESPONDENCE: A report of such correspondence as required action was considered.
326.1	The Returning Officer at Durham County Council had confirmed that the regulation 10 requests from electors to call an election for one casual vacancy had not been fulfilled. RESOLVED: To advertise and fill the vacancy by co-option.
326.2	EXCLUSION OF THE PUBLIC: It was unanimously RESOLVED: That the public and press shall be excluded from the meeting for the following item on the basis that if they were present there would be a likelihood of disclosure of confidential information.
326.3	RESOLVED: To approve response to a complaint made to the Information Commissioner's Office, setting out the Parish Council's final position.
326.4	Cllrs. Hodgson and Dillon expressed an interest in attending a training course in Yarm on Wednesday 19th June 2019.
326.5	There were no comments or objections to Durham County Council selling Units 5 & 6, Fishburn Industrial Estate, to the existing tenants.
327.	PLANNING APPLICATIONS: There were two applications approved under delegated authority: DM/19/00517/FPA; DM/19/00626/FPA.

328. **REPORTS:** Cllr. Barker gave a report on a break-in at the allotment shop. Cllr. Hodgson mentioned a problem with fat from the pizza shop [Durham County Council].
329. **GROUNDS MAINTENANCE SERVICES:** Members considered a grounds maintenance report for April 2019 and the current action plan with progress and schedules.
330. **SPORTS PAVILION:** Members considered progress of the refurbishment of the sports pavilion. The date for completion was still on schedule for Friday 24th May 2019. **RESOLVED:** That Fishburn Community Football Club shall organise an opening ceremony, or ribbon-cutting, to mark the official opening of the newly-refurbished changing rooms and the Parish Council's financial contribution to the total cost must be acknowledged in any media coverage, as well as the contributions from others. [Cllr. Barker declared a registerable interest, made representations, and remained in the room during the discussion, but did not vote on matters affecting Fishburn Football Club].
331. **FINANCIAL MATTERS:** It was **RESOLVED:** To approve the appointment of Alan Brown & Co. Accountants (Sedgefield) as the Independent Internal Auditor.
- 331.1 **RESOLVED:** To approve the Annual Governance Statement for 2018/19 and to approve the Accounting Statements for 2018/19.
- 331.2 **RESOLVED:** To receive the schedule of monthly expenditure and approve payment of those invoices presented to the meeting and issue cheques; and to receive the most recent budget report. [Cllr. Parkin declared a registerable interest and remained in the room during the discussion, but did not make representations or vote on matters affecting Fishburn Youth & Community Centre].
- 331.3 **RESOLVED:** To confirm the actions taken to deal with an on-line auction on e-bay of equipment relating to grounds maintenance and to confirm acceptance of the reasonable offer for the Kubota tractor (£6,000.00); and to confirm a depreciation value of 10% of the purchase price for the remaining pieces of equipment.
- 331.4 **RESOLVED:** To defer consideration of a request for continuing financial support for the Citizens Advice County Durham outreach service in Fishburn without assigning a date.
- 331.5 On the motion of Cllr. Tinkler, it was **RESOLVED:** To approve payment of £100.00 donation to Alice House Hospice.
- 331.6 On the motion of Cllr. Barker, it was **RESOLVED:** To approve payment of £100.00 donation to the Great North Air Ambulance.
- 331.7 **RESOLVED:** To approve payment of £300.00 donation to Fishburn Allotment Association (flower and vegetable show). [Cllr. Barker declared a registerable interest, made representations, and remained in the room during the discussion, but did not vote on matters affecting Fishburn Allotments].
332. **ITEMS FOR NEXT AGENDA:**
- 332.1 To consider a service level agreement (SLA) for the sports pavilion.
- 332.2 To consider an update on a gas beacon [requested by Cllr. Tinkler].
- 332.3 To consider arrangements for the Christmas event.
- 332.4 To consider a proposal for a remembrance garden [requested by Cllr. Parkin].
- 332.5 To consider 75th anniversary of VE Day on 8th May 2020 [requested by Cllr. Tinkler].
333. **NEXT MEETING: RESOLVED:** That the next meeting shall be on Thursday 13th June 2019 at 6.30 p.m. in Fishburn Community Centre, Butterwick Road.
334. **CONCLUSION OF MEETING:** The meeting closed at 9.30 p.m.