

**MINUTES OF THE MONTHLY MEETING OF CASSOP CUM QUARRINGTON PARISH COUNCIL HELD AT BOWBURN COMMUNITY CENTRE ON WEDNESDAY 15 JANUARY 2025 AT 6.30pm**

**Present:** Councillors Bradley, Dolan, Henderson, Johnson, Morgan, Parker, Raine, Richardson, Ridley, Robinson, Shutt and Storey.

(Councillor Raine in the Chair)

(County Councillors Anderson, Blakey and Hutchinson were also in attendance).

**98. APOLOGIES**

Apologies for absence were received from Councillor Prince.

**99. MINUTES**

The Chair asked Members whether they were satisfied that the attached Minutes of the Meeting of the Parish Council held on 18 December 2024 should be agreed and signed as a true and accurate record.

**RESOLVED that** the Minutes of the Meeting of the Parish Council held on 18 December 2024 be agreed and signed as a true and accurate record.

**100. PLANNING APPLICATIONS**

<b>Applicant</b>	<b>Details</b>	<b>Resolved Action</b>
DM/25/00014/FPA 27 Beaumont Close Bowburn Durham DH6 5QA	Change of use of existing garage to dog grooming studio and creation of parking area to the front.	Concerns to be raised regarding parking.

**RESOLVED that** the update be noted.

**101. CLERK'S REPORT**

The Finance and Forward Planning Sub-Committee had met on 8 January 2025 and made recommendations to the full Parish Council for the Parish Council Annual Budget 2025/2026 and the Revised Budget for 2024/2025.

The Parish Council considered the recommendations before them and options for the Council Tax precept in 2025/2026. Having discussed the possible options, Members agreed that an increase of 2% be requested in order to support increasing costs in the forthcoming financial year.

It was therefore RESOLVED that: -

- (i) the Budget Provision for the Allotment Superintendent be increased from £1,750.00 to £2,850.00 in 2024/2025 in order to fund the additional hours worked for cemetery maintenance and that £1,000 from the Cemetery Recovery Fund be allocated to this provision;
- (ii) £1,000 be allocated annually from the Cemetery Recovery Fund to provide for cemetery maintenance and that this be reviewed after four years;
- (iii) the Budget Provision for the Parish Clerk salary be increased from £11,570.00 to £12,220.00 in 2025/2026 to allow for the pending Local Government pay offer;
- (iv) the Budget Provision for the Allotment Superintendent be increased from £2,850.00 to £3,000.00 in 2025/2026 to allow for the increase in National Minimum Wage as of 1 April 2025;
- (v) the Budget provision for Youth Services be increased from £47,352.12 to £50,198.29 in 2025/2026 to fund increased costs at Bowburn Youth Project and Cassop Youth Club; and
- (vi) the Parish Council increase the Precept Demand by 2% and demand a Precept of £83,893.99 (A Tax Base of 2010.4 multiplied by a Band "D" Council Tax Rate of £41.73).

## **102. LOCAL YOUTH SERVICES**

Parish Councillors received the Bowburn Youth Services report for January 2025 and it was noted that youth clubs had started back on 13 January with gym and fitness classes opening on 6 January.

Staff had completed safeguarding training the previous week and staff meetings and session planning had taken place in preparation for the forthcoming term.

Councillor Storey reported that Cassop Youth Club was back to its normal numbers following the Christmas break.

Following the discussion at a previous meeting, County Councillor Blakey said she had asked for a breakdown of funding since its inception and had been told that it was not possible. Parish Councillors were concerned at the lack of accountability and traceability for this funding.

**RESOLVED that** the update be noted.

### 103. LOCAL FOOTPATHS AND RIGHTS OF WAY

The Public Rights of Way Officer had contacted the Parish Clerk with regard to issues at Footpath 6. She had received reports that there were saplings along the line of the footpath and a plank of wood had been placed across a stile on the path. The Allotment Supervisor undertook to visit the footpath and report back on the situation.

**RESOLVED that** the information be noted.

### 104. ALLOTMENTS, GARAGES AND CEMETERY

The Allotment Supervisor reported that the fencing repairs agreed at the last meeting had now been carried out.

There had been some complaints of dog fouling and new signage had been put up in the allotments. Bags of litter which had been left at the cemetery had been collected.

**RESOLVED that** the information be noted.

### 105. COUNTY COUNCILLORS' MONTHLY REPORTS

County Councillor Anderson provided updates on the following: -

- Items discussed at the full meeting of the County Council
- East Durham Rural Corridor AAP
- New housing allocations policy review consultation
- High levels of break-ins and attempted break-ins in the parish area
- Access to NHS dentistry

Councillor Parker asked if there was any update on the old Bowburn Primary School site and County Councillor Blakey said that it was going to be an adult education facility.

Councillor Raine asked if the county councillors could check when the salt bins would be filled in Old Quarrington.

**RESOLVED that** the update be noted.

### 106. ACCOUNTS (EXPENDITURE)

Name	Description	Other Details	Cheque No.	£ p
Gillian Kelly	Salary (paid net of tax)	1 – 31 January 2025	050515	998.52
"	Mileage/Parking Fees	68 miles @ 45p	"	30.60
"	Printing	Instant Ink Cartridges	"	5.49
"	OneDrive	Subscription	"	1.99
"	Stamps	8 @ 85p	"	3.80

HM Revenue & Customs	Monthly Deductions (G Kelly) (January 2025)	Income Tax and NI Deduction	BACS	199.80
HM Revenue & Customs	Monthly Deductions (A Shutt) (December 2024)	Income Tax Deduction	BACS	41.20
HM Revenue & Customs	Employers NIC	Parish Clerk and Allotment Supervisor	BACS	33.19
Andrew Shutt*	Monthly Fee (December 2024)	Allotment Superintendent (gross)	050516	205.92
Bowburn Youth Project	Local Youth Services	Salary Costs etc. (December 2024)	050517	3599.08
Cassop Community Centre	Youth Provision	December 2024	050518	340.00
Blachere Illumination UK Limited	Christmas Lights	Removal and Storage	050519	1200.00
"	"	VAT	"	244.00
Max Recycle	Bowburn Cemetery	Excess Weight	BACS	0.07
"	"	VAT	BACS	0.01
Bowburn Community Association	Room Hire	November 2024 and January 2025	050520	60.00

\*Cllr Shutt declared an interest in the item above.

**RESOLVED** that these items of expenditure be noted.

## ACCOUNTS (INCOME)

**12 DECEMBER 2024 – 8 JANUARY 2025**

Name	Description	Details	£	p

### 107. DATE OF NEXT MONTHLY MEETING

Agreed that the date of the next Monthly Meeting is to be Wednesday 12 February 2025 at Bowburn Community Centre at 6.30pm.

I agree these to be a true record of the Meeting held on Wednesday 15 January 2025 at Bowburn Community Centre at 6.30pm.

.....Chairman..... Date