

BRANDON AND BYSHOTTLES PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN
NEW BRANCEPETH VILLAGE HALL
ON FRIDAY 21ST MAY 2021 AT 6.30 PM**

PRESENT

**Councillor Mrs Nelson (in the Chair)
and Councillors Bonner, Mrs Bonner, Mrs Catterson, Mrs Chaplow, Clegg, Mrs Clegg,
Darby-Villis, Elmer, Mrs Elmer, Mrs Gibson, Grantham, Hindmarch, Jamieson, Mrs
Leckenby, Nelson, Sims, Stoddart, Turnbull and Mrs Wharton**

1. APPOINTMENT OF CHAIRMAN FOR 2021/2022

Nominations were requested by the Chairman.
Councillor Mrs Bonner was moved by Councillor Grantham and seconded by
Councillor Clegg.

RESOLVED: That Councillor Mrs Bonner be elected as Chairman for the ensuing year.
Councillor Mrs Bonner read and signed the Declaration of Acceptance of Office,
Councillor Mrs Bonner was invested with the Chain of Office and addressed the meeting.

2. SIGNING OF DECLARATIONS OF ACCEPTANCE OF OFFICE

All Councillors had previously read and signed their declarations of acceptance of office.

3. APPOINTMENT OF VICE CHAIRMAN 2021/2022

Nominations were requested for Vice Chairman.
Councillor Jamieson was moved by Councillor Clegg and seconded by Councillor
Nelson.

RESOLVED: That Councillor Jamieson be elected as Vice Chairman for the ensuing
year.
Councillor Jamieson read and signed the declaration of acceptance of office.

4. REPLY BY COUNCILLOR MRS NELSON

Councillor Mrs Nelson replied to Councillor Mrs Bonner's address.

5. PRESENTATION OF PAST CHAIRMAN'S BADGE

Councillor Mrs Bonner presented the Past Chairman's Badge to Councillor Mrs Nelson.

**6. PRESENTATION OF CHAIN OF OFFICE TO CHAIRMAN'S
CONSORT**

Councillor Mrs Bonner presented the Chain of Office to her husband Councillor Frank
Bonner, who would be the Chairman's consort.

7. **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

a) **Larger Local Councils' Forum**

RESOLVED: To appoint Councillors Stoddart, Turnbull and the Clerk.

b) **County Durham Association of Local Councils**

RESOLVED: To appoint Councillor Bell.

c) **National Association of Councillors**

RESOLVED: To appoint Councillors Bell and Nelson.

d) **Mid Durham Parish Councils Committee**

RESOLVED: To appoint Councillors Bell, Turnbull, Darby-Villis and the Clerk.

e) **Brandon Partnership**

RESOLVED: To appoint Councillor Turnbull.

f) **Mid Durham Area Action Partnership**

RESOLVED: To appoint Councillor Mrs Bonner for the present time until the AAP AGM.

g) **Brandon & Byshottles Table Tennis Club**

RESOLVED: To appoint Councillor Grantham

h) **Brandon Carrside Youth & Community Project**

RESOLVED: To appoint Councillors Bell, F.Bonner and Mrs Wharton.

8. **APPOINTMENT OF MEMBERS TO COMMITTEES AND WORKING GROUPS**

RESOLVED: To appoint the following Members to Committees:-

Finance

Chairman
Nelson
Turnbull
Leckenby / Grantham
S. Nelson
Catterson
P. Elmer
F. Bonner
Hindmarch
Bell
D. Clegg
Jamieson
Chaplow / Darby-Villis
Wharton

Operation Spruce Up

D. Clegg
Wharton
P. Elmer
Catterson
Hindmarch
B. Nelson
Turnbull

Allotment Committee

Chairman
Catterson
Bell
Grantham
Turnbull
Sims
Jamieson
P. Elmer

Community Highways Worker

Chairman
J. Elmer
Bell
Stoddart / Jamieson
Catterson
B. Nelson
Sims
Turnbull

Disabled Access Working Group

Chairman
Grantham
Hindmarch
Catterson
L. Clegg
Wharton
Turnbull

Newsletter Working Group

Chairman
P. Elmer
Grantham
Jamieson
Gibson
Turnbull
Chaplow / Darby-Villis
Catterson

Complaints Committee

Chairman
Vice-Chairman
S. Nelson
Turnbull
Hindmarch
Grantham

**Complaints under Members Code
of Conduct Committee**

Chairman
B. Nelson
Turnbull

Personnel Committee

Chairman
Turnbull
S. Nelson
D. Clegg
B. Nelson

9. CHAIRMAN AND VICE CHAIRMAN'S ALLOWANCE 2021 / 2022

It was proposed by Councillor Turnbull and seconded by Councillor Nelson that the Chairman and Vice Chairman's allowance be increased by the rate of inflation.

RESOLVED: To implement the above proposal. (Chairman's Allowance L.G. Act 1972 Sec. 15 (5). (Vice-Chairman's Allowance LG Act 1972 Sec. 111).

10. APPOINTMENT OF SIGNATORIES 2021 / 2022

RESOLVED: That the signatories are as follows:

Clr D Bell
Clr J Turnbull
Clr B Nelson
Clr P Stoddart
Mrs S Howe



11. DECLARATION OF MEMBERS' INTERESTS

Declarations of interest were received from:-

Councillor J Grantham – Item number 15 – Brandon Carrside
Councillor J Turnbull – Item number 15 – Brandon Carrside

RESOLVED: To receive the declarations of interest.

12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Bell.

RESOLVED: To receive the apologies.

13. PUBLIC PARTICIPATION

There were no questions from the public in the specified time.

14. MINUTES OF THE MEETING HELD ON 23RD APRIL 2021

RESOLVED: That the minutes of the meeting held on 23rd April 2021, be confirmed as a true record and signed by the Chairman.

15. BRANDON CARRSIDE

a) Report

A report had been received from the above.

RESOLVED: To receive the report.

b) Joint project for a Christmas Tree

RESOLVED: It was agreed that a meeting should be arranged between Brandon Ward Councillors and Brandon Carrside to discuss the joint project for a Christmas Tree.

16. REPORT FROM UNITARY MEMBERS

There was no report from Unitary Members.

17. TOWN AND COUNTRY PLANNING –APPLICATIONS FOR CONSIDERATION

Extracts from planning application lists had been forwarded to the Councillors.

DM/21/01251/AD STR Enterprises Ltd

Painted timber hanging sign
fixed to a steel column with
illumination
The Honest Lawyer Hotel,
Croxdale Bridge, Durham,



DH1 3SP

DM/21/01300/FPA	Vicki Jackson	First floor extension to rear 6 Fairfalls Terrace, New Brancepeth, Durham, DH7 7HB
DM/21/01377/FPA	Brandon & Byshottles Parish Council	Extension to existing pavilion and extension to car park Brandon Cricket Club, Brandon Lane, Brandon, Durham, DH7 8PG
DM/21/01385/FPA	Mrs Vicki Wharton	Rear single storey extension 2 Welby Drive, Ushaw Moor, Durham, DH7 7GA
DM/21/00553/FPA	Mr John Leaver	Two storey side extension. 27 West Farm Court, Broompark, Durham, DH7 7RN
DM/21/01202/FPA	A Sewell	Alteration of existing rear dormer bedroom window to form French door with balcony 2 Foresters Cottages, Acton Road, Esh Winning, Durham, DH7 9PN
DM/21/01035/FPA	Brandon & Byshottles Parish Council	Erection of garage on existing foundations Allotment Gardens and Garage Sites Rear of Park View, Langley Moor, Durham, DH7 8JU
DM/21/01074/FPA	Consultancy	Erection of 2 metre high boundary fence and installation of sports pitch drainage system Ushaw Moor Cricket Club, Highfield Terrace, Ushaw Moor, Durham, DH7 7QF
DM/21/01178/FPA	Mr Andrew Metcalf	Demolition of existing conservatory and detached garage, erection of single storey side and rear extension, triple detached garage and internal alterations. Broom Farm, Front Street, Broompark, Durham, DH7 7QX

DM/210/01179/LB	Mr Andrew Metcalfe	Demolition of existing conservatory and detached garage, erection of single storey side and rear extension, triple detached garage and internal alterations. Broom Farm, Front Street, Broompark, Durham, DH7 7QX
DM/21/01250/FPA	STR Enterprises Ltd	Formation of new entrance lobby, amendments to site access and external cladding and decoration The Honest Lawyer Hotel, Croxdale Bridge, Durham, DH1 3SP
DM/21/01350/FPA	Andrew Harrison and Lynsey Wilson	3 Industrial Units and Access Road and Parking (Phase 2) Motor Body Works, Littleburn Road, Littleburn Industrial Estate, Langley Moor, Durham, DH7 8HJ
DM/21/01487/RM	Wellspring Properties Ltd	Erection of 4no. two storey detached dwellings with attached single garage (reserved matters application pursuant to DM/19/03449/OUT). Land North of Folds Close Farm, New Brancepeth, Durham, DH7 7HZ
DM/21/01560/TPO	Mcangus	Reduce height by 2m to 1no. Oak (T1) and group of Birch/Holly (T2) 27 Swallow Close, Esh Winning, Durham, DH7 9JN
DM/21/01592/FPA	Corey Lee	Construction of a garage in rear garden. 11 Ridding Court, Esh Winning, Durham, DH7 9HY
DM/21/01596/OUT	Mrs Siobhan McMahon-Walsh	Outline planning application for two holiday let dwellings. Flass Gardens, Esh Winning, Durham, DH7 9QD

RESOLVED: To receive the applications.

18. REVIEW AND APPROVAL OF STANDING ORDERS

Standing orders were presented to Council for review and approval.

RESOLVED: To approve the Standing Orders. There were no amendments made.

19. 2020 / 2021 DRAFT ANNUAL REPORT FOR APPROVAL

The draft annual report was presented to Council for approval.

RESOLVED: To approve the Annual Report and publish before 30th June 2021.
Proposed by Councillor Turnbull and seconded by Councillor Nelson.

20. FINANCIAL STATEMENT FOR YEAR ENDING 31ST MARCH 2021 FOR APPROVAL

The Clerk notified the meeting that the end of year accounts would be presented at the Finance Committee. The meeting was also notified that the Internal Auditor had completed the Internal Audit.

21. APPROVAL OF CALENDAR OF MEETINGS FOR FORTHCOMING YEAR

A calendar of meetings was presented to Council for approval.
Proposed by Councillor Clegg and seconded by Councillor Jamieson.

RESOLVED: To approve the calendar of meetings.

22. RESOLUTION REQUIRED FOR APPROVAL OF THE USE OF THE GENERAL POWER OF COMPETENCE FOLLOWING THE MAY ELECTIONS

The Council is required to approve the use of the General Power of Competence at the AGM following ordinary elections. The Council still meets the criteria to use the Power.

RESOLVED: As the Council meets the required criteria, the Council adopts the General Power of Competence.

23. DONATION FOR CONSIDERATION

a) Open Spaces Society – Grant a Green

A request for a donation had been received from the above.

RESOLVED: To donate £50 in this instance (Central Fund).
Approved by Councillor Turnbull and seconded by Councillor Grantham.

24. NEW PREMISES LICENCE APPLICATION – DAISYMILL COFFEE SHOP, LANGLEY MOOR

Information had been received from Durham County Council regarding the new licence application for Daisymill Coffee Shop, Langley Moor. Comments or objection are to be received by 2nd June 2021.

RESOLVED: The Members had no objection to the premises licence application.

25. POLICIES FOR REVIEW AND APPROVAL

a) Public Filming, Recording or Reporting at Council or Committee Meeting

The above policy was presented to Council for approval.
Approved by Councillor Turnbull and seconded by Councillor Nelson.

RESOLVED: To approve the policy, no amendments were made.

26. REQUEST FROM ESH WINNING RESIDENTS GROUP FOR NOTICE BOARD IN VILLAGE TO BE RELOCATED

The above request had previously been discussed at another meeting and Members had requested to find out where the Residents Group would like the notice board siting. The Residents group had notified the Parish Council that they would like the notice board to be relocated in front of the Barbers Hairdressing i.e where the telephone/ cash point kiosk was situated. The Clerk informed the meeting that as the notice board required renewing a quotation had been obtained.

RESOLVED: It was agreed that the notice board should be renewed and located in front of the Barbers Hairdressing, Esh winning, when the appropriate permission had been received from Durham County Council.

27. ACCOUNTS FOR APPROVAL

Authorisation was requested to pay accounts amounting to £10,384.82

RESOLVED: To pay the accounts amounting to £10,384.82

28. REPORT OF CLERK FOR INFORMATION

The Clerk presented a report to Council for information. The following issues arose:

• **Councillor Training**

Members has been notified of the following training:

- | | |
|---|-----------------------|
| ○ Councillor Essential Introductory Training | 1 st June |
| ○ Code of Conduct Training | 7 th June |
| ○ Responsible use of social media for Councillors | 14 th June |
| ○ Councillor Essential Introductory Training | 16 th June |
| ○ Chairmanship Training | 22 nd June |

RESOLVED: It was agreed that any Member wishing to attend any of the above training to notify the Clerk.

The meeting closed at 7.00 pm

Signature

Aimee Brown

Date

18/6/21