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Detailed agenda can be viewed at:

<https://barnardcastletowncouncil.gov.uk/agendas-minutes/>

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**BARNARD CASTLE TOWN COUNCIL
SERVICES COMMITTEE**

14 APRIL 2025

DETAILED AGENDA

50. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

51. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 10/May/19 refers), Members will be asked whether they have any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members are reminded that a declaration can be given later in the meeting if a need arises during discussion.

52. SERVICES COMMITTEE MEETING – 17 FEBRUARY 2025 - MINUTES (ENCLOSED)

Recommendation – That the minutes be approved as a true record.

53. ALLOTMENTS

(i) General Update

Since the Services meeting in February, one allotment waiting list application has been received.

The parishioner waiting list is currently 22.

(ii) 2025/26 Allotment Garden Tenancy/Rules/Contravention Procedure

Allotment Tenancy Agreements and Rules for the 2025/26 season have been sent out to all tenants. There were no changes to legislation or incidents to necessitate any changes to these documents at the time of issue. The Allotment Garden Contravention Procedure was sent out to tenants at the same time.

(iii) Standpipes

The water was switched on 11 March 2025. The standpipes at Harmire, Raby and Town Head sites were found to be leaking. Repairs to Raby and Town Head sites have been carried out. The leak at Harmire requires further work, but the site has water from the second available standpipe.

(iv) Avian Flu

On 7 April we were informed that due to the increased risk of avian influenza from wild birds, an **Avian Influenza Prevention Zone (AIPZ) has come into force across County Durham**. All allotment sites have had notices put up advising of what actions to take (attached for info).

(v) Dog Agility Licence

The Town Council licences the Dog Agility Club to access the water provided to The Demesnes allotment. The licence requires the club to ensure the water supply is secure and to manage it appropriately. The club provides a standpipe and maintains this at its own expense. The licence runs for a period of twelve months, from April to March. No change to the terms of the licence or to the fee (£25.00) were proposed for 2025/26. A copy of the licence is available from the office for inspection if required.

Recommendation – That the information is received and noted.

54. PLAY AREAS

Minor repairs to the gate at Green Lane have been carried out.
No other issues have been reported.

Recommendation – That the update be received and noted.

55. MINI GOLF

(i) The mini golf opened on Friday 12th April. A pre-season clean clearance of leaves and jet washing of each hole was completed in preparation for the start of the season.

(ii) Operating arrangements

Detailed arrangements are in place for the full 2025 mini golf season. The season commenced on Friday 12 April, and will close on 3 November 2025. During that period, and weather permitting, the course will be open every weekend, bank holidays and full weeks in line with local school holidays.

Opening times for 2025 low season (12 April to 23 May & 7 September to 3rd November) 10.30 to 4.30. High season 24 May to 1st September 10.30 am to 6.00 pm.

A generic banner advertising the mini golf course is in place at the entrance to Scar Top and will remain in place during the 2025 season.

(iii) Pressure Washer

With the agreement of the Chair a new petrol jet washer was purchased at a cost of £319.99 due to failure of the older one.

Recommendation – (a) That the information be noted; (b) That retrospective approval is given for the purchase of a replacement petrol jet washer at £319.99 (inc vat) with funding from the self-financing Min Golf service.

(iv) Kiosk and course Improvements

The facias on the kiosk are to be replacement in the next couple of weeks, with the internal area to be given a fresh coat of paint prior to the high season opening. Several surrounds on the course have been removed and replaced, and the whole course was jet washed prior to opening on the 12th.

56. WEDNESDAY MARKET

In the weeks from 12 February to 2 April 2025 inclusive, total rental receipts have been £1,164.00 an average of £145.00 per week. 2 charity pitches have been utilised. Two new traders have been obtained – Casa Mia, Italian pastries and clothing. The waiting list currently stands at 3.

Recommendation – That the information is received and noted.

57. FLORAL AND OPEN SPACES

The summer bedding is due to be planted in early May by One3One.

A further 3 planters will be replaced this year.

Recommendation – That the information is received and noted.

58. DOG FOULING PROJECT

Verbal updates will be given at the meeting.

**BARNARD CASTLE TOWN COUNCIL
SERVICES COMMITTEE**

17 FEBRUARY 2025

PRESENT: Councillors Turnbull, Ewart, Blake, Foote-Wood & Connelly

Also in attendance: Teesdale Mercury

Officers: Mr Clark (Town Clerk).

39. ACCEPTANCE, OR OTHERWISE, OF APOLOGIES

Cllr Chatterjee & Cllr Ing (Ex Officio) submitted their apologies. No apologies were received from Cllr Bigge.

Resolved – That the submitted apologies be approved.

40. DECLARATIONS OF INTEREST

In accordance with this Council's adopted Constitution (Members' Code of Conduct) (Minute 10/May/19 refers), Members will be asked whether they have any personal or prejudicial interests in any matter on the agenda and, if so, to declare those interests at this point of the meeting. Members are reminded that a declaration can be given later in the meeting if a need arises during discussion.

41. SERVICES COMMITTEE MEETING – 02 DECEMBER 2024

Resolved – That the minutes be approved as a true record.

42. ALLOTMENTS

(i) General Update

Since the Services Committee meeting in December 2024 one resident has been added to the Parishioner waiting list. The waiting list stands at 21 Parishioners and the non-parishioner list stands at 9.

The Clerk referred to 19 of the 21 people on the waiting list having a preference for the Demesnes site. Any vacancy elsewhere that arises is still offered to the next on the waiting list.

The water will be turned on again at the beginning of March depending on the weather.

(ii) Harmire Road Allotment site

No issues

(iii) Raby Avenue

The boundary hedges have been cut back.

One plot has become vacant with it offered to the next person on the waiting list. Answer pending.

(iv) Demesnes

A small amount of vandalism occurred at the beginning of January with the tenants reporting the matter to the Police.

(v) Crook Lane & Town Head

No issues.

The Teesdale Mercury will look at doing an article on all the allotment sites in the near future.

Resolved – That the information is received and noted.

43. PLAY AREAS

Minor repairs to the Huck Unit at Dawson Road have been carried out, and the cantilever swing in the same play area is now back in use following the spare parts required. No other issues have been reported.

Resolved – That the update be received and noted.

44. MINI GOLF

Preparations are due to get underway for the opening 2025 Season which this year will open on Saturday 12th April 2025.

Minor repairs have been identified and are currently being worked through by our maintenance supervisor. These will be completed prior to the Easter opening.

Quotations have been obtained to replace the facias on the kiosk which would also benefit from being painted, both works completed prior to the opening. One was for £3,500.00, and the other for £1737.00.

As a self-financing service the repairs will come from the income generated.

Confirmation has been received that one attendant who has worked at the course the previous two seasons will be returning in 2025. Therefore, recruitment will begin in the coming weeks for more attendants.

Resolved – (a) That the information be received and noted; and (b) That J B Property Solutions be contracted to carry out the repair/replacement works on the kiosk.

45. WEDNESDAY MARKET

In the weeks from 27 November 2024 to 5 February 2025 inclusive, total rental receipts have been £1224.00, an average of £153.00 per week. 1 charity pitch has been utilised, and trading opportunities are being offered to those on the waiting list to cover regular trader absences. The waiting list currently stands at 4.

The last market before Christmas was on 18th December, and the first in 2025 the 8th of January.

Mark, the market supervisor has actively been looking at bringing in new, and different traders. This week (19th), we will have authentic Italian cakes and pastries (Casa Mia) taking a pitch.

It was agreed to update the Wednesday market social media presence.

Resolved – That the information is received and noted.

46. FLORAL AND OPEN SPACES

The winter bedding is in place.

The Chickweed problem in the Niche Living bed is being tackled by the most efficient way (on advice) which is removing by hand before the spring.

A further 3 planters will be replaced this year.

The lease of flowerbeds at Pearson Terrace has now been concluded. The council's maintenance supervisor will be looking at what needs to be planted in these in next few weeks.

Resolved – That the information be received and noted.

47. GALGATE – CONDITION OF ROADSIDE TREE

The council has received a notification of a Sycamore on the green above the memorial garden that requires a decaying branch that requires removing.

Resolved – That the council engage an arborist to quote and carry out the required work.

48. DOG FOUL PROJECT

Cllr Turnbull gave members a verbal update:

- Bin placement walkaround planned for Tuesday 18th February. This will look at current bins, whether new ones are required or current bins need to be reconfigured.
- Cllr Turnbull is talking to the 'Meet' about having some dog fouling awareness at the pet show.
- 17th March is the next working group meeting – looking at a TEAMS option for that meeting.
- Neighbourhood Warden drop in session will be on the 26th February 10.30-11.30 in the library.
- Generally it's about raising awareness.

Resolved – That the information be received and noted.

49. TENS FIELD – BARNARD CASTLE FC

Tens Field has charitable status as a Field in Trust with the Town Council as managing Trustees.

Barnard Castle FC (Previously Bowes FC) are looking to apply for a Grass Maintenance Grant through the Football Foundation to improve the playing surface at the Tens Field over a six-year period. Improving the playing surface for both the football club, and anyone using the space.

Resolved – (a) That the information be received and noted; and (b) That as Proper Officer, the Town Clerk countersigns the Landlord and Tenant form, and the Pitch Maintenance Agreement on behalf of the Town Council.

NOTICE

Dear Tenant

Avian Influenza (bird flu)

Due to the increased risk of avian influenza from wild birds, an **Avian Influenza Prevention Zone (AIPZ) has come into force across County Durham today (Monday 7th April 2025).**

From this date, it will be a **legal requirement** for all bird keepers to follow strict biosecurity measures, as failure to do so could result in more cases. This applies to all bird keepers in England, Scotland, and Wales, whether birds are kept commercially or as pets, regardless of whatever type or size. These measures include cleansing and disinfecting clothing, footwear, and equipment, reducing the movement of people to and from areas, and preventing access by poultry to ponds and watercourses.

The AIPZ means bird keepers across County Durham must:

Keep free ranging birds within fenced areas, and that ponds, watercourses and permanent standing water must be fenced off (except in specific circumstances e.g., zoo birds).

Clean and disinfect footwear and keep areas where birds live clean and tidy.

Minimise movement in and out of bird enclosures.

Reduce any existing contamination by cleansing and disinfecting concrete areas, and fencing off wet or boggy areas

Keep domestic ducks and geese separate from other poultry.

Ensure the areas where birds are kept are unattractive to wild birds, for example by netting ponds, and by removing wild bird food sources.

Feed and water your birds in enclosed areas to discourage wild birds.

Keepers should familiarise themselves with our avian flu advice and report suspicion of disease to APHA on 03000 200 301.

Whilst Barnard Castle is not currently identified as a high-risk area you are urged to ensure that biosecurity measures are observed.

<https://www.gov.uk/guidance/avian-influenza-bird-flu#AIPZ>

We will keep you updated and, in the meantime, if you have any questions then please contact the office.

01833 690970/email: clerk@barnardcastletowncouncil.gov.uk

Martin Clark

Town Clerk