

West Rainton and Leamside Parish Council

Minutes of Parish Council meeting held on

Thursday 19 March 2015

Present: Councillors E Bulmer, I Clifford, M Gilbank (Chair), V Gibson, A Swinburn, A Wallage.

3 x members of the public (MoP)

In attendance: Parish Clerk - Graeme Keedy

NOTE: The meeting was not filmed or audio recorded.

1) Apologies for absence

Written apologies received from Cllr R Swinney due to holiday commitments and Cllr A Sowerby due to work commitments were approved by the Parish Council.

No apology for absence had been received from Cllr S Patterson and this was noted as unapproved.

County Councillor S Guy had submitted his apology and notification of resignation from the County Council.

2) Declarations of interest

It was agreed that declarations of interest would be dealt with as and when the need arose.

3) Public participation

A MoP confirmed that defective street lights were now in working order.

A MoP reported that the damaged seat at A690 Rainton Gate had been removed. However a metal remnant remained protruding. Parish Clerk undertook to report this to Durham County Council (DCC) for attention.

Cllr Gilbank advised that DCC grass cutting was due to recommence week commencing 23 March.

4) Minutes

The minutes of the meeting held on 19 February were approved as a correct record subject to the following amendment agreed by the Parish Council:

Item 10 Community Chest Funding Application: Paragraph 5 to read – “After full discussion, due to the time critical nature of the project and cost effectiveness, Parish Council resolved to approve the adoption of Option 1.”

The amendment was handwritten on the original copy of the minutes by the Parish Clerk, then countersigned and dated by Cllr Gilbank.

5) Matters arising

Cllr Gilbank undertook to supply Cllr Clifford and the Parish Clerk with an email he had received from the police relating to Village Green.

6) Police report

Cllr Gilbank advised that PCSO Madsen was unable to attend. The Parish Clerk advised that no written report had been received. Parish Clerk undertook to further check the Parish Council email account and forward any police report received to councillors.

7) Neighbourhood Warden report

Parish Clerk advised that reports available on the DCC website now covered a wider geographical area than the Parish Council boundaries and were statistical only in nature. He had contacted DCC to request more tailored reports but had not yet received a response.

Cllr Swinburn undertook to liaise with wardens on a local basis to establish any issues.

8) West Rainton and Leamside Partnership

Cllr Bulmer advised that no update was available as the next meeting of the Partnership was scheduled for 25 March.

Following a query from the Parish Clerk, it was established that the Partnership did not meet on a fixed cycle base, but on variable dates.

9) Community Chest Funding Award / Heritage Garden

Cllr Bulmer provided a verbal description of works to date. Cllr Wallage had prepared a briefing note and costings highlighting spending proposals and she explained the pricing checks carried out to ensure cost competitiveness.

9) Community Chest Funding Award / Heritage Garden cont ...

Advance approval was sought from the Parish Council for the following expenditure from the ring-fenced budget award:

Cellar Trust (planters and delivery) - £500.79
Power Tools Direct (Cuprinol products) - £86.67
Durham Timber Products (fencing panels) - £111.90

Parish Council resolved to approve the content of the briefing note and the specific items of expenditure, the latter subject to the crediting to the Parish Council's current account of the £3400.00 grant funding.

Parish Clerk undertook to circulate the background papers to members electronically.

10) Village Green

The Parish Clerk advised that he had arranged to meet Patricia Holding at DCC on 24 March for an initial discussion on Village Green issues affecting West Rainton.

The Parish Clerk circulated a letter he had received from Came and Company (Parish Council insurers) providing their viewpoint on potential liability in the event of any accident at the South Street site.

Parish Council requested the Clerk to write to the householder who had infringed Village Green to inform them of the position.

11) Finance

Income and expenditure since 19 February 2015 meeting

Money in:

Co-operative Funeral service £200.00

Cheque payments for expenditure for Parish Council approval:

Parish Clerk net salary	£343.20
Post office: HMRC tax on clerk salary	£85.80
Parish Clerk reimbursement: Postage costs (13 March)	£1.86
D Lewins March payment	£80.00
Northumbrian Water (charges for 1 Dec 14 -28 Feb 15)	£11.10
Mr A Baker (labour costs for work at Heritage Garden)	£195.00

Total cheques: 6 **Total costs: £716.96**

Anticipated current account balance after above approved expenditure: £5235.93

Co-op bank deposit account balance @ 18 February 2015: £15009.60

Signed

Date

11) Finance cont ...

The Parish Clerk sought approval to pay all itemised expenditure.

The Parish Council resolved to agree payment of all expenditure and approve the financial report.

12) Grant application policy and process

A general discussion took place and Parish Council agreed that consideration and subsequent awarding of any grant should reflect the Parish Council's agreed priorities. This would provide focus and ensure applications met eligibility criteria.

It was resolved that a small working group comprising Cllrs Gilbank and Wallage and the Clerk (subject to availability) meet to further develop the approach.

13) Donation requests

The following were tabled:

*S Dodsworth on behalf of 1st Rainton Gate Brownies - for unspecified financial contribution to 40th Anniversary barbecue. Parish Council resolved to defer this request pending completion of the review of the grant application policy and process.

*S Graham, Moor House Adventure Centre - for £250.00 to repair a bench and provide litter bins.

After discussion, and acknowledgement that ownership of the bench was unclear, Parish Council considered that this was a maintenance budget issue.

The Parish Clerk was requested to contact DCC to establish if any inventory / ownership details of street furniture in the parish was available.

*J Watson, West Rainton and Leamside Partnership - for unspecified amount for the refilling flowering tubs.

The Parish Clerk advised that this request and a similar approach from the Green Group had caused confusion and led to an oversight. He had established that the Partnership had already been given funding and that it was an earlier request from the Green Group that remained outstanding. Members were clear that a commitment had been given in 2014 to provide £250.00 to the Green Group. Parish Council resolved to fulfil that commitment.

14) Parish Council mission statement

The Parish Clerk advised that no further comments had been received from Members. Subject to editing by the Parish Clerk, this would be included in the Parish Council's web site. The Parish Clerk advised that he was scheduled to attend web training at DCC on 24 March.

15) Co-option of councillors

Parish Council resolved:

That the Parish Clerk draft a further editorial item for inclusion in the Village newsletter scheduled for publication in early May.

That a panel comprising Cllrs Gilbank and Wallage along with Cllrs Swinburn or Clifford (subject to their availability) would be established to agree timescales and interview candidates. The Parish Clerk would attend in an advisory capacity.

16) Grass cutting tender

Cllr Gilbank reported that cemetery grass cutting work (twice / month) would need to go out to tender for 15 /16.

Parish Clerk was asked to look at the tender documents put out by some nearby parish councils as a guide.

17) General correspondence

The Parish Council agreed the following actions and comments in relation to correspondence received.

Nobles Funfairs: request to hold a fair on West Rainton Common – August 2015.

Parish Clerk to seek advice from DCC events team.

West Rainton and Leamside CA:

- 1) Request for minutes; request for Clerk to attend CA meeting; notification of increase in room hire charges. **Noted and agreed that Cllr A Swinburn attend a future meeting of the Trustees. Parish Clerk to notify the CA accordingly.**
- 2) Notification to members of grants received from the Parish Council. **Noted.**

Durham County Council:

Peter Lee re Beautiful Durham 2015 competition. **Noted.**

Keely Fingleton re thanks for financial support to youth group.

Parish Clerk to seek a progress update.

Signed

Date

17) General correspondence cont ...

Durham Community Action:

Rapid Response Service Review. **Parish Clerk to circulate to Members.**

NHS North Durham Spring Patient Congress – 18 April (prev. circulated). **Noted.**

Sunderland City Council re Student Accommodation Policy consultation (prev. circ).
Parish Council resolved that no response was required.

County Durham Association of Local Councils:

Fly tipping cameras. **Parish Clerk to seek further information.**

Woodland Trust free trees. **Parish Clerk to forward to Green Group.**

Royal British Legion / Fields in Trust-Centenary Fields. **Noted.**

Reminder to call Annual Parish Meeting. **Parish Clerk to circulate to Members for information.**

Society of Local Council Clerks - Annual Training and Development seminar. **Parish Council resolved that Clerk should register to attend.**

18) Date and time of next meeting

Thursday 16 April 2015 at 7.00pm - venue to be confirmed.

The meeting closed at 22.15 hrs.