

West Rainton Parish Council
Minutes of Parish Council Meeting held at
Arden House, West Rainton on
Thursday 16 March 2017 at 19:30

Present:

Councillors I Clifford (Chairman), C Cochrane, M Gilbank, I Haddick, P Lowrie, P Morson.

8 x Members of the Public

In attendance: Parish Clerk - Mark Ramshaw
Project Officer - Graeme Keedy

NOTE: The meeting was video recorded by a member of the public for her own personal use.

1) Apologies for absence

An apology for absence was received from Cllr Wallage (holiday commitment). Parish Council resolved to approve this absence.

No apologies had been received from Cllr S Patterson or Cllr A Swinburne. Cllr Boettcher had emailed an apology however no reason was given.

These three absences were noted as unapproved.

2) Declarations of interest

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

3) Public participation

Members of the public were invited to raise any issues.

No issues were raised.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 16th February 2017 be approved as a correct record.

5) Police Report

Parish Clerk informed the Meeting that no Police Report had been received.

Councillor Gilbank suggested that Inspector Coxon be contacted regarding subsequent Reports.

6) Finance Report

Part A: For information:

1. Income:

Co-Op Funeral Care – Burial (27/2/17) fee: Re-Open 1172 for J R Stoker - £100.00

Scotts Memorials – Memorial Fee re: J Loftus - £50.00

Durham Stonemasonry – Memorial Fee re: J Spooner - £50.00

2. Expenditure

Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount
1	M Ramshaw	Parish Clerk net salary – Mar 17	£334.53
2	G Keedy	Project Officer net salary – Mar 17	£368.48
3	Post Office	Combined HMRC liabilities - Mar 17	£175.80
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – Mar 17	£80.00
5	The Cellar Trust	2 x Planters (Heritage Garden Funding Underspend – approved Feb17)	£79.00
6	Durham County Council	SLA (1/4/17 – 31/3/18) – Procurement Services and access to DCC Contracts (Approved Dec16)	£300.00
7	Came and Company	Parish Council Insurance Renewal 15/3/17 – 14/3/18 (Approved Feb17)	£368.47
TOTAL			£1706.28

Part B: Expenditure requiring approval

	Payee	Purpose	Amount	Budget Provision Y/N
8	Max Recycle	Duty of Care 1/4/2017-31/3/2018 (Contract 1256)	£135.00	Y
9	Mr M Ramshaw (Reimbursement Postage)	Sainsbury's: 30 x 1 st Class Stamps	£19.20	Y
10	Northumbria Water	Water Supply (Cemetery) 1/12/16 – 28/2/17	£12.67	Y
11	Society of Local Council Clerks Membership	2017/18 Membership Renewal	£93.00	Y
12	West Rainton and Leamside Community Association	Hire of Jubilee Hall 20/2/17 Parish Plan Public Consultation drop-in.	£40.00	Y
TOTAL			£299.87	Y

Part C: Bank Balances – For Information

Total Expenditure included above	£2006.15
Anticipated current a/c bank balance if all paid	£5503.03
Reserve Account Balance	£15028.45

Parish Council resolved to:

1. Note income, expenditure and bank balances reported for information.
2. Approve expenditure listed in Part B

7) Village Green

Project Officer introduced a Report relating to some areas of Village Green and gave a background to historical issues. The Report focussed on 7 keys areas and Parish Council were asked to consider what, if any action should be taken.

Chairman allowed an intervention from a member of the public who commented that he was in possession of a Plan from Land Registry which showed different Village Green boundaries.

It was agreed that Project Officer liaise with the Member of the Public and Land Registry to obtain a copy.

Turning to specifics in the Report:

- 7.1) Possible encroachment of historic Village Green boundaries on South Street (area immediately to the west of the Heritage Garden) for more than twenty years attributable to a need for residents to obtain reasonable vehicular access to their homes utilising unadopted road.

Parish Council resolved to agree that no further action was required.

- 7.2) Residents parking on parish land adjacent to Village Green at South Street can potentially cause access difficulties to the South Street entrance to St. Mary's Church.

Parish Council resolved to agree that the current procedure with regards to access to St. Mary's Church continues and that no further action was required.

- 7.3) Actions to enhance the frontage of several individual domestic properties by means of planting flowers and shrubs, but leading to inadvertent encroachment on Village Green by up to approximately 1 metre.

Parish Council resolved to agree that the Project Officer draft an informative article regarding Village Green that could be shared on the Noticeboards, Web Site and the Village Newsletter as a part of an educational approach.

- 7.4) Possible encroachment at three sites by the laying of paths/drive across Village Green to improve access to/from resident properties on South Street.

The first location may be in breach of planning permission and this is being investigated by Durham County Council. There is a possibility that the developments at this property have absorbed a section of Village Green.

Parish Council resolved to agree that no action is required as Durham County Council is currently investigating as it is a planning issue.

At the second location, a "hard standing" crosses Village Green. The timing of its' installation is unclear but it may have been in situ for many years.

Parish Council resolved to agree that no further action was necessary.

The third site is a possible infringement and is the source of the original decision to seek specialist legal advice.

Parish Council resolved to approve that the Project Officer continue to progress.

7.5) North Street - an area within the boundary of Jubilee Hall has been partially fenced (low-level) and is being used as a storage area for waste bins.

Parish Council resolved to approve that the Parish Clerk contact West Rainton and Leamside Community Association with a view to moving the waste bins to the rear of the building.

7.6) A drive-way providing the only access across Village Green to a residential property on North Street may require upgrading for cosmetic purposes.

Parish Council resolved to agree that no further action was necessary.

7.7) Some areas of Village Green require improved maintenance.

Parish Council resolved to agree that the Project Officer contact Durham County Council to ascertain the maintenance regime.

8) Planning Applications

Parish Council discussed a recent planning application for a large mast to be sited within the Parish. Parish Council felt that the mast would look out of place and would not fit into the aesthetics of the Village.

Parish Council resolved to agree to express an objection to the Planning Application on the grounds of health and safety for those living nearby and also due to the proposed mast not fitting into the aesthetics of the area.

9) Parish Council elections May 2017

Parish Clerk made candidate forms available to all of those present at the Meeting.

The Chairman allowed an intervention from a Member of the Public. She expressed her views about the Parish Council and her opinion that no money is spent in one part of the Village.

In response the Chairman gave a brief explanation of the role of the Parish Council, its responsibilities and the Meeting format.

10) The Durham Ask – An opportunity to provide services locally

Parish Council resolved to note the contents of the information provided but did not feel it was appropriate at the current time.

11) West Rainton and Leamside Community Association – Proposed Meeting

Parish Clerk reported that no progress had been made regarding a meeting of the parties concerned although he had been made aware that the County Council had written to WRLCA regarding arranging the Meeting.

12) Project Officer Post

Project Officer left the room. A Report from Cllr Wallage was circulated in relation to the Project Officer role. Funding was previously agreed for 2017/18 and Parish Council resolved to agree that the postholder remain in post for a further 6 months and that the position be reviewed in September 2017.

13) Parish Councillor Vacancy

Parish Clerk informed that no applications had been received for the current vacancy via the co-option process. Following dialogue with Electoral Services at Durham County Council, the deadline had been extended to 4 April 2017.

14) Cemetery

A Report was tabled bringing Parish Council up to date with a variety of issues.

Project Officer asked Parish Council to consider corporate membership of Institute of Cemetery and Crematorium Management for 17-18 – cost £90.00.

Parish Council resolved to agree to taking out the membership for 2017/18.

Project Officer provided an update regarding memorial testing. Some insurance queries had arisen however the Parish Council Insurance Provider had confirmed that the stress testing would be covered under the Council's Insurance.

Parish Council resolved to agree that the stress testing could now take place.

The Parish Clerk was asked to continue to enquire about the Trade Waste Contract and possible penalties surrounding early termination.

15) Annual Parish Meeting

Parish Council resolved to agree the date of the Annual Parish Meeting as 19:00-21:00 on 25th May 2017. Venue Arden House.

16) General correspondence

CDALC

Email 8/3/17 – NE Neighbourhood Planning Event in Durham City

Neighbourhood Planning Regional Event to be held in Committee Room 2, County Hall, Durham between 11:00 and 15:00 on the 18 April 2017.

Parish Council resolved to approve Cllr Wallage's attendance.

Email 9/3/17 - New PSPO to be introduced on 1 June 2017

The introduction of a new Public Space Protection Order from 1/6/17. The introduction of the PSPO will mean that from 1 June the following will become a fineable offence in County Durham: allowing a dog to stray, failing to put a dog on a lead when asked by an authorised officer and allowing dogs into fenced off designated play areas.

Parish Council resolved to note the content.

Email 6/3/17 - NALC's Good Councillor Spring Conference

This will be held in Farnborough on Wednesday 26 April 2017 costs £90 inc VAT or £72 (exc. VAT) for Local Council Award Scheme holders. You will also have to pay your own travelling costs to get to the venue etc. Councillors can register via link in email.

Parish Council resolved to note the content.

Email 6/3/17 - DCMS Better Broadband campaign

A scheme for those who can't get a broadband speed of at least 2Mb per second.
Possible subsidised connection via application.

Parish Council resolved to note the content.

Email 27/2/17 - Calls for volunteers to take part in this year's 'Big Spring Clean' litter-pick campaign!

Organised litter picks can take place between Monday, 27 February and Sunday, 16 April. For help and support to organise your own, or group, litter-pick activity or event in County Durham, please email litterfreedurham@durham.gov.uk or contact us.

Cllr Gilbank agreed to volunteer and Parish Clerk was asked to contact the Green Group to see if they had any organised activities.

17) Date and time of next meeting

Parish Council resolved to agree the date of the next Meeting as Thursday 20th April 2017 at 7.30 pm, Arden House, West Rainton.

Parish Council resolved to agree that Meetings would move forward to 19:00 from May. Parish Clerk to book Arden House accordingly.

18) To resolve to exclude the press and public from the following item in accordance with the Public Bodies (Admission to Meetings) Act 1960

Parish Council resolved to agree to exclude the public from the next part of the Meeting. The remaining members of the public were asked to leave and duly did so.

19) Appointment of a contractor for the Cemetery Environmental Maintenance Contract 17-18

Project Officer presented a Report regarding the Cemetery Maintenance Contract. Durham County Council had carried out a procurement exercise under the Service Level Agreement between West Rainton Parish Council and the County Council. Durham County Council had received bids from prospective tenderers and made a recommendation to Parish Council based on the lowest priced bid.

Parish Council resolved to approve acceptance of the lowest bid as recommended by Durham County Council which was that submitted by Leamside Nurseries at a price of £4110.00.

Parish Council resolved for the Project Officer to inform both successful and unsuccessful bidders.

Parish Council resolved that following its' decision to accept the recommendation of DCC; the redacted Report accompanying this item be declassified from "Confidential" and published on the Council's website for the purposes of openness and transparency.

MR
12 April 2017

DRAFT