

West Rainton Parish Council

Draft Minutes of meeting held on

Thursday 21 June 2018

At Arden House, West Rainton

Present: Councillors A Wallage (Chairman), A Fisher, P Lowrie, P Morson.

County Councillor D Hall

3 x Members of the Public

In attendance: M Ramshaw, Parish Clerk and G Keedy, Project Officer.

NOTE: The meeting was not audio or video recorded.

1) Apologies

Apologies for absence had been received from Councillors M Boettcher (ill-health), I Diggory (holiday), M Gilbank (prior meeting commitment), I Haddick (holiday) and G Storey (work commitment). **Parish Council resolved to approve** these absences.

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 member of the public raised the issue of young people and anti-social behaviour within the vicinity of the Youth Club. The bus stop had also been vandalised with decorators caulk. Cllr Hall acknowledged that there had been some issues with a small group of young people and the Youth project is trying to work with those that are mis-behaving. Cllr Hall agreed to speak to Rachel and the PCSO.

Cllr Lowrie raised the issue of footpaths towards the Open Cast Site needing strimming. Cllr Lowrie agreed to send the detail to the Parish Clerk who could report the situation to the County council.

The Project Officer informed those present that correspondence had been received from a member of the public regarding damage to the concrete bench adjacent to the Leamside notice board. **Parish Council resolved to approve** the Project Officer make enquiries with the County Council regarding estimates for the bench to be repaired.

Cllr Fisher raised the issue of parking through the Village causing difficulties. Cllr Wallage advised there is an action within the Parish Plan to consider how parking in the Village can be approved.

5) Crime Statistics

Cllr Wallage referred to the previously circulated information. There were no further comments on the information.

6) Finance

The Parish Clerk presented the June Finance Report.

Part A: For information:

- **Income:** Nil

- **Expenditure**

Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount
1	M Ramshaw	Parish Clerk net salary – June 2018	£356.00
2	G Keedy	Project Officer net salary – June 2018	£378.56
3	HM Revenue and Customs Only	Combined HMRC liabilities - June 2018	£183.60
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – June 2018	£80.00
TOTAL			£998.16

Part B: Expenditure requiring approval

	Payee	Purpose	Amount	Budget Provision Y/N
5	Miss A E Simpson	Internal Audit – 2017/18	£180.00	Y
6	Durham City Homes	Hire of Arden House 2 hours 19/4/18	£10.00	Y
TOTAL			£190.00	Y

Part C: Bank Balances – For Information

Total Expenditure included above	£1188.16
Anticipated current a/c bank balance if all paid	£31422.75
Reserve Account Balance	£15035.86

Parish Council resolved to:

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

7) Internal Audit Report 2017/18

Parish Clerk presented the internal audit report for 2016/17. There were no recommendations for the Parish Council.

Parish Council resolved to note its contents.

8) Draft Annual Return 2017/18

Parish Clerk introduced the item and proceeded to read through the Annual Governance Statement to those present.

Parish Council resolved to agree to approve the Annual Governance Statement. The Chairman and the Parish Clerk duly signed the Section.

The Parish Clerk then reported the Accounting Statements 2017/18 to the Parish Council.

Parish Council resolved to approve the Accounting Statements. The Chairman and the Parish Clerk duly signed the Section.

9) Planning Applications

Parish Councillors were asked for any feedback from the previously circulated planning applications.

Although not a planning application, Parish Council had been advised by DCC that they had received a request from the owners of 1 Rose Cottage to buy some adjacent land from them for use as a private garden. There were no objections to this. A planning application from Blue House Farm seeking permission to change a barn to a dwelling was also discussed but again there were no objections to this.

10) Benridge Bank Housing Development S106 Financial Contributions

Cllr Wallage informed Parish Council that she had set up a meeting with DCC staff for 25th June 2018 as requested to discuss the assessment criteria around S106 monies.

11) Jubilee Hall

The Project Officer informed Parish Council that he had been trying to convene a meeting with Officers from DCC as directed by Parish Council. He advised that a meeting had been arranged for the following week and that he would update at the July meeting of the Parish Council.

12) War Memorial

The Project Officer advised that he was in receipt of the new quote for the works and this was the same as the original costing. The Project Officer advised that a site meeting with the stone mason had taken place to look at the inscriptions and granite. The stone mason informed that once the new plinth is in situ it cannot be removed. In a bid to check on any further names to be included the Project Officer spoke with the local historian Gail Hudson who felt there was a further 5 additional

names to be added. The Project Officer informed the meeting that he had sought advice from the Memorials Trust. Evidence would be required regarding the additional names either residing in or having strong association with the Village. **Parish Council resolved to approve** the writing of an article to be published in the Village News regarding the names and the intentions of the Parish Council with regards to adding the additional names to the memorial.

13) Community Governance Review

The Project Officer informed the meeting that DCC had now published the terms of reference for the Community Governance Review. Cllr Wallage expressed concerns that any changes would not come into effect until the elections during 2021. It appears Parish Council were in receipt of conflicting advice regarding the number of Councillors at the current time. **Parish Council resolved to approve** that the Project Officer contact DCC for a definitive position regarding the number of Parish Councillors whilst the Community Governance Review takes place.

14) West Rainton Cemetery

The Project Officer advised that recent high winds had caused a large heavy branch to fall. Cllr Morson helped rectify the situation and no damage was caused. A metal vase had been reported as missing however it was felt that this may have blown away in the wind.

The Project Officer reported to Parish Council that some individual graves were becoming overgrown in the older part of the cemetery. The Project Officer advised that advice from the ICCM was to identify the plots and publish notices on the cemetery gates and on the website which would include the Parish Councils intention to cut the grass/cut back shrubsetc. on the plots. **Parish Council resolved to approve** the Project Officer identify the graves, and display the Parish Councils intentions in respect of those graves. Project Officer to obtain quote for the remedial works.

The Project Officer advised that the grass had not been cut in the cemetery but that he would follow this up with Leamside Nurseries the following day.

15) Parish Plan

Cllr Wallage referred to previous discussions around lead roles for parish councillors in areas of the Parish Plan. Only one comment had been received and that was from Cllr Diggory who has offered to look at issues around communication. Cllr Wallage reiterated the need for Parish Council to progress areas within the plan. Cllr Wallage again asked Parish Councillors to identify any areas of interest. **Parish Council resolved to agree** that this item be included on the July Parish Council meeting agenda for further consideration.

16) Field House Open Cast Community Liaison Committee

Cllr Morson advised that there were no updates and the next meeting would be in three weeks.

17) West Rainton & Leamside Village Partnership

Cllr Wallage advised that no meeting had taken place so there were no updates. Next meeting would be middle of July.

18) Dementia Friendly Steering Group

Cllr Gilbank was not in attendance and therefore the item was deferred.

19) General Correspondence

Whilst no general correspondence was tabled, Cllr Wallage referred members to the email that had been previously circulated regarding consultation on the County Durham Plan and advised Parish Councillors to attend a session where possible.

20) Date and Time of Next Meeting

Parish Council resolved that the next Meeting of the Parish Council be held on Thursday 19th July at 7.00pm at Arden House, West Rainton.