

West Rainton Parish Council

DRAFT Minutes of Parish Council meeting held at

St. Mary's Church Meeting Room, West Rainton

Thursday 17 December 2015

Present:

Councillors I Clifford, I Haddick, E Bulmer P Lowrie, P Morson, A Wallage (Chair).
3 x members of the public (MoP)

In attendance:

Parish Clerk – Kate Cuthbert

1) Apologies for absence

An apology for absence had been received from Cllr M. Gilbank (due to illness).

The apology from Cllr Gilbank was approved.

No apology had been received from Cllr S Patterson or Cllr A Swinburn and this was noted as unapproved 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 reported that more windows had been broken in the bus stop. The Clerk agreed to raise this issue with DCC.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 19 November 2015 be approved as a correct record.

5) Councillor Vacancies

The Parish Clerk reminded Members that it was reported at the November meeting that Cllr Graham had tendered his resignation but this had not been signed. A signed letter had now been received by the Chairman, and that along with the resignation of Cllr Sowerby, had now been notified to Durham County Council.

The formal "Notification of Vacancies" notices had been prepared by Electoral Services at DCC and these have been displayed today (17 December) on official notice boards in line with legal requirements. Details had also been posted on the Parish Council's website.

If by the due date (Tuesday 12 January 2016) the Returning Officer had not received the requisite number of signatories to call an election, DCC would notify the

Parish Council that they may co-opt under their co-option procedures. The Clerk advised that a further update would be given at the January meeting.

6) Cemetery update

The Clerk advised that an initial proposal and costings had been received from Cemetery Development Services (CDS). The Project Officer had raised a number of points of clarification with CDS. The Project Officer would bring a detailed report to the January 2016 meeting for consideration by the Parish Council. This would enable Members to make an informed view on costs associated with cemetery issues when discussion takes place around 2016-2017 budget setting.

7) West Rainton War Memorial, Church of St. Mary's

The Clerk advised that Historic England had written to advise that the Secretary of State for Culture, Media and Sport had decided to add West Rainton War Memorial to the List of Buildings of Special Architectural or Historic Interest. The memorial was now listed at Grade II.

The Parish Council had previously approved in principle a request for an additional inscription. It was noted that the requestor subsequently suggested further names could be considered. This was currently being researched by the Project Officer.

8) Governance Issues

The Clerk advised that at the October meeting, it was resolved that advice be sought from the Legal Team at the National Association of Local Councils (NALC) on a range of issues raised by a member of the electorate.

The Project Officer had advised that dialogue with NALC (via the County Association) was ongoing. It was anticipated that a report would be submitted to the January 2016 meeting of Parish Council, outlining NALC's viewpoint.

9) Finance

Co-op current account balance as at 17 December 2015: £18,218.17

Expenditure requiring approval since 19 November 2015 meeting:

Project Officer (G Keedy) net salary - Dec 2015
£355.60

Parish Clerk net salary – Dec 2015 (K Cuthbert)
£343.20

Post Office (HMRC liabilities - combined employees)
£174.80

Total
£873.60

Other expenditure:

Anthony Baker (2 hours)	£30.00
Northumbrian Water (Cemetery Water Charges 1 Sept 15 – 30 Nov 15)	£12.67

David Lewins

£80.00

**Total other expenditure:
£152.67**

**Anticipated current account balance after above approved expenditure:
£17,191.90**

Co-op deposit account balance @ 17 December 2015: £15,019.03

The Parish Clerk sought approval to pay all itemised expenditure.

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

10) Update on Capital Grant Submissions

John Murphy (Durham AAP) was in attendance and advised the Parish Council that 2 grant submissions had been considered by the panel on Monday Dec 14. The first application for £20,000 was unsuccessful however the second grant of £30,000 for the development of a Village Plan and a planned maintenance programme had been partly approved. West Rainton had been allocated £5,000 for the development of the village plan but no funding for the planned maintenance element as details could not be provided until after the village plan was developed. It was noted that there would be an opportunity to apply for further funding at a future date. The terms and conditions of the £5,000 grant award would be circulated to all Councillors.

The Clerk advised that Yvonne Probert had been invited to the January meeting to have an initial discussion with the Parish Council on the development of a Village Plan.

11) Update on Heritage Garden including the approval of a donation to Pittington Brass Band

Councillors Wallage and Bulmer reported that a Christmas Tree and additional lights had been purchased and erected within the agreed budget of £150.

A carol service had been arranged with Pittington Brass Band for Monday 21st December. The Jubilee Hall had been booked in case of bad weather and the Community Association had agreed to sell refreshments. The cost of the Hall was expected to be £30 and could be met from the agreed budget.

It was noted that no fee had been requested by the band but a donation would be welcomed. The Parish Council RESOLVED to donate £100.00 to Pittington Brass Band as a gesture of goodwill.

12) DCC Play Strategy

Following the attendance of Barrie Alderson from DCC at the November meeting, the Clerk had previously circulated further information received from Barrie in relation to the DCC play strategy and what this meant for West Rainton. The additional

information provided aimed to clarify the benefits if the parish council agreed to take over responsibility for the School Terrace Site from the County Council. Following discussion it was RESOLVED that any potential benefits were still unclear and no informative decision could be made without further discussion with DCC.

13) Consideration of Applications for Grants and Donations from 2016/17 Budget

Councillor Wallage reported that the following applications for a grant or donation had been received.

St. Mary's PCC (to hire two portable toilets) - £200.00

West Rainton F.C (pitch fees) - £500.00

West Rainton and Leamside Partnership (environmental improvements/plant tubs) - £250.00

West Rainton Primary School PTA (to subsidise cost of pantomime tickets for entire school) - £1000.00

Consideration having been given to each of the applications, it was RESOLVED that all four applications be approved with funding to be awarded from the 2016/17 budget.

14) General correspondence

The Parish Council resolved to take the following actions in relation to correspondence received:

Garden Waste Collections 2016 – **Clerk to display in notice boards**

Neighbourhood Protection Team Update – **Clerk to circulate**

Planning (Listed Buildings and Conservation Areas) Act 1990

Buildings of Special Architectural or Historic Interest - **Noted**

15) Police report

No report had been received.

16) To agree date and time of next meeting

Thursday 21 January 2016, 7.00pm at St. Mary's Church meeting room.

The meeting closed at 20.50 hrs.