

# West Rainton Parish Council

## Minutes of meeting held on Thursday 16 November 2017 at Arden House, West Rainton

**Present:** Councillors I Clifford (Chairman), P Lowrie, P Morson and A Wallage.  
1 x Member of the Public.

**In attendance:** M Ramshaw, Parish Clerk and G Keedy, Project Officer.  
Gary Storey – Applicant for Parish Councillor vacancy

NOTE: The meeting was not audio or video recorded.

### 1) Apologies

Apologies for absence had been received from Councillor M Gilbank (volunteering) and Councillor I Haddick (work commitments). **Parish Council resolved to approve** these absences.

An apology had been received from Cllr M Boettcher although no reason was given and **Parish Council resolved** not to approve this absence.

*Clerk's Note: Cllr Boettcher later emailed Parish Clerk to inform that she was at a meeting.*

### 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 an issue with youths who attend the Youth Club. There are large numbers hanging around causing a disturbance for local residents. Behaviours include banging on a local residents window. Parish Clerk was asked to contact the local Police regarding the issue.

### 4) Minutes

**Parish Council resolved** that the minutes of the Parish Council meeting held 19<sup>th</sup> October 2017 be approved as a correct record.

### 5) Crime Information

Parish Council noted the information provided by Cllr Clifford. It was noted that there were no spikes in crime activity.

## 6) Finance Report

### Part A: For information:

1. **Income:** VAT Reclaim 2015/16 - £717.70

### 2. Expenditure

#### Expenditure previously approved by Parish Council due this month

	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
1	M Ramshaw	Parish Clerk net salary – November 2017	£350.03
2	G Keedy	Project Officer net salary – November 2017	£372.36
3	Post Office	Combined HMRC liabilities - November 2017	£180.60
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – November 2017	£80.00
5	Durham City Homes	Hire of Arden House: 10/10/17 1hr PACT Meeting 19/10/17 2hrs Parish Council Meeting	£15.00
6	Durham City Homes	Hire of Arden House: 13/9/17 1hr PACT Meeting 21/9/17 2hrs Parish Council Meeting	£15.00
7	County Durham & Cleveland Training Partnership	Election Training 1/3/17 – M Ramshaw & G Keedy	£54.00
8	Smith of Derby	Church Clock – Repair to bell box and controller	£1842.96
9	A Baker	Heritage Garden Maintenance October 2017	£249.50
10	NWG Business	Cemetery Water Rates 2/8/17-1/11/17	£26.72
11	Leamside Nurseries	Grass cuts x 5 (SLA)	£1196.00
<b>TOTAL</b>			<b>£4382.17</b>

Signed..... Date.....

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## Part B: Expenditure requiring approval

	Payee	Purpose	Amount	Budget Provision Y/N
12	M Ramshaw	Re-imburement: Poppy Wreath purchased via telephone Royal British Legion –  £17.00  24x1st class stamps - £15.60	£32.60	Y
13	G Keedy	Re-Imbursement Postage costs (2nd Class signed for - HMRC) - £1.66	£1.66	Y
14	Leamside Nurseries	Cemetery – Tree Work	£728.00	Y
<b>TOTAL</b>			<b>£762.26</b>	<b>Y</b>

## Part C: Bank Balances – For Information

Total Expenditure included above	<b>£5144.43</b>
Anticipated current a/c bank balance if all paid	<b>£8859.83</b>
Reserve Account Balance	<b>£15033.52</b>

## Part D: Bank Issues

Following on from the previously reported issues with the Parish Council's bank account a further two cheques are required to be re-issued. These cheques were issued in August however the recipient had presented them after the problems had occurred with the Bank therefore rendering the cheques invalid.

Parish Council is asked to approve the re-issue of two cheques:

302703      A Baker      £150.00

302704      A Baker      £120.00

Signed..... Date.....

## Item 6 Finance report cont ....

### Parish Council resolved to:

1. Note income, expenditure and bank balances reported for information.
2. Approve expenditure listed in Part B.
3. Re-issue the two cheques identified in Part D.

## 7) Planning Applications

Parish Council discussed a recent planning application for 12 houses to be built. This links to a previous application for 150 houses. The Parish Council objected to the initial application and **Parish Council resolved** to lodge an objection to the more recent application on the grounds that pre-conditions of the previous application have not been met and the related traffic congestion. Parish Clerk to lodge objection.

## 8) Parish Councillor Co-option

### a) Parish Councillor Applications

One application for co-option had been received from a local resident, Gary Storey, who was in attendance.

Parish Council considered the written submission provided by Mr Storey. Since Mr Storey met the essential role and eligibility criteria it was proposed by Cllr Morson and seconded by Cllr Lowrie that Mr Storey be co-opted.

**Parish Council resolved** to co-opt Mr Storey. The Declaration of Acceptance of Office was signed and dated by Gary Storey and the Parish Clerk. Councillor Storey joined the meeting at this stage and was welcomed by the Chairman to the Parish Council.

### b) Governance Review

Project Officer presented a petition to Parish Council which could be adopted to be used for the Governance Review. **Parish Council resolved to agree** its contents and Parish Councillors to print it off and use it to obtain the required 187 signatures or above.

## 9) CDALC Revised Code of Conduct

Parish Council noted the content of the previously circulated revised Code of Conduct for Councillors and **Parish Council resolved** to adopt it for West Rainton Parish Council.

## 10) Youth Service Provision

Project Officer informed the meeting that correspondence was sent to County Cllr Hall 25<sup>th</sup> October 2017 as directed by the previous Parish Council meeting. To date no response had been received. **Parish Council resolved** to note the position.

## **11) War Memorial**

Project Officer informed the meeting that he had met the architect on site regarding the addition of a plinth to the memorial. The architect does however require a scale drawing which will be at an additional cost of £20+VAT. **Parish Council resolved** to approve the expenditure.

Due to the fluctuating costs of materials, Project Officer reported that a new quote would need to be obtained from Durham Stonemasonry once a decision had been made by DCC on the Listed Building Planning Consent application.

## **12) Cemetery Update**

Project Officer informed the meeting that the work had been carried out to the trees affecting the metal fence in the cemetery. Leamside Nurseries are to also clear the moss from the paths.

He also reported that Leamside Nurseries had recommended removal of a tree due to a suspected root system collapse and they provided a quotation for this work and associated replanting. However, following an inspection by a Royal Horticultural Society member known to Parish Council it was suggested by them that this was not necessary at this stage and removal of a tree limb only was required.

**Parish Council resolved** that the quotation from Leamside Nursery be declined and that a tree limb instead be removed by a volunteer following an on-site risk assessment.

Project Officer informed the meeting that he is to speak to Cemetery Development Services regarding the next two stages of work for the Cemetery: 1. Demolition of the brick building 2. Extension of the two roads.

## **13) General Correspondence**

All correspondence previously circulated via email. No further action.

## **14) Date and time of next meeting**

**Parish Council resolved** that the next Meeting of the Parish Council be held on Thursday 21 December 2017 at 7.00pm at Arden House, West Rainton.

## **Exclusion of Press and Public**

**Parish Council resolved** to exclude the press and public under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business to be transacted.

### **15) Village Green**

Having carefully considered guidance received from Durham County Council, **Parish Council resolved:**

Not to instigate legal action in the specific case discussed as this was considered not to be in the public interest on financial grounds.

To consider any future infringements and possible action on a case by case basis.

MR  
14/12/2017