

West Rainton Parish Council

Minutes of meeting held on

Thursday 19 April 2018

At Arden House, West Rainton

Present: Councillors A Wallage (Chairman), M Boettcher, A Fisher, I Haddick, P Lowrie, P Morson, G Storey.

5 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

No apology had been received from Cllr M Gilbank and **Parish Council resolved** not to approve this absence.

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 asked if there had been any progress since her attendance at the previous meeting in relation to anti-social behaviour around her property. She was informed that the Clerk had contacted the relevant County Councillors and the Police and there is to be a meeting arranged with a view to a site visit.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 15th March 2018 be approved as a correct record.

5) West Rainton and Leamside Dementia Steering Group Presentation

Emily Burns was in attendance and shared information with the Parish Council and discussed the Group's objectives. There is a Steering Group comprising of 15 volunteers and Emily invited the Parish council to become involved.

The Group have approached all local organisations including Springfield Lodge, and to date there had be only one organisation that had not responded.

The Group is currently working through an action plan and are to apply to DCC for funding of £350 to cover 5 information sessions and the focus groups. The Group is now recognised on the dementia friends website. Emily asked Parish Council to consider a representative who could attend the Steering Group Meetings on the 3rd Monday of every month. Parish Council congratulated Emily for the work she has done to date and informed that they would consider the request for a representative at the Annual Parish Council meeting when considering representatives for various groups.

6) Crime Statistics

The report provided by Cllr Haddick was noted. Parish Council discussed the impact of holding the PACT Meetings at the Big Chef which is an area where anti-social behaviour occurs and considered whether the venue would deter people from attending. Cllr Wallage to mention to the Police in an upcoming meeting.

7) Finance Report

Part A: For information:

Income: Durham County Council – Precept and LCTSS 2018/19 £36501.00

Ian Wood Memorials - memorial fee for late J Appleby £50.00

Expenditure

Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount
1	M Ramshaw	Parish Clerk net salary – April 2018	£350.23
2	G Keedy	Project Officer net salary – April 2018	£372.36
3	HM Revenue and Customs Only	Combined HMRC liabilities - April 2018	£180.40
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – April 2018	£80.00
5	West Rainton and Leamside Village Partnership	Donation – Wildflower planting	£250
6	1 st Rainton Gate Brownies	Donation – Pantomime Trip 2018	£261
7	West Rainton and Leamside Village Partnership	Donation – Big Lunch Picnic Event (St Johns Ambulance & Portaloo hire)	£314

8	West Rainton & Leamside Green Group	Donation – Flower tub Planting	£200
9	West Rainton & Leamside Village Partnership	Donation – Replanting & replacement of Flower Tubs around the Village	£250
10	Durham Area Youth	Grant towards operating costs for 2018/19	£6000
TOTAL			£8257.99

Part B: Expenditure requiring approval

	Payee	Purpose	Amount	Budget Provision Y/N
11	ICCM	ICCM Membership renewal subscription 2018-2019	£90.00	Y
12	Jones Boyd (Durham) Ltd.	Pay roll maintenance 1/4-30/6/18	£90.00	Y
13	M Ramshaw	Reimbursement – IJT Direct 2 x Black Toner Cartridges	£61.91	Y
TOTAL			£241.91	

Part C: Bank Balances – For Information

Total Expenditure included above	£8376.08
Anticipated current a/c bank balance if all paid	£30813.91
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

8) Budget Position Q4 2017/18

Parish Clerk referred to the previously circulated information. **Parish Council resolved** to note the report.

9) Appointment of Internal Auditor

Parish Clerk proposed that Annette Simpson Accounting and Financial Services who had been used for the previous two years internal audits be used again for the internal audit of the 2017/18 accounts at an indicative cost of £150. **Parish Council resolved** to appoint Annette Simpson to complete the internal audit.

10) Planning Applications

There were no specific comments regarding the previously circulated weekly planning information.

11) Benridge Bank Housing Development

Cllr Wallage referred to the previously circulated questions and subsequent responses from DCC. Whilst the response from DCC had answered some questions, no information had been received regarding how the Section 106 monies would be prioritised.

Parish Council resolved to share the response with the Primary School Head Teacher and asked the Parish Clerk to contact DCC to obtain the application form for the Section 106 monies, to see if this provided any additional information, and to ask if they could be more pro-active in advising the council when the monies would be made available.

Parish Clerk was also asked to forward the response to County Councillors Hall and Kellett and the local MP Roberta Blackman Woods with a view to seeking support in:

- a) ensuring that when applications are considered by the S106 working group, that priority is given to funding projects within the Parish
- b) in challenging the current practice regarding seeking financial contributions ring fenced to electoral divisions.

12) Mark's Lane disruption and damage to footpaths approaching Rainton Meadows Nature reserve

Cllr Lowrie outlined a number of residents' concerns relating to highways works being undertaken on Marks Lane. It was reported that works have been undertaken along and across the highway by Herods Building Contractor acting on behalf of Rye Hill Farm. The precise nature of works undertaken or if further work was planned was unknown.

The Parish Council had not been notified that any works and disruption to the highway was planned and shared residents' concerns about the way in which works have been undertaken.

It was noted that on occasions the highway had been impassable and was often in an unsafe state due to the volume of mud and water flowing down and across it. It was acknowledged work was started in a period of bad weather and this may have contributed to the state of the highway but there were no apparent warnings in place to advise users of the hazard in the road.

Attempts made to reinstate damage to verges was considered far from satisfactory.

Concerns were raised as to whether the appropriate license(S50 License) had been sought prior to works commencing.

Concerns were also raised relating to the location of a large a slurry heap, just off the right hand side of Marks Lane.The close proximity to the acute bend in the highway,slurry spilling onto the highway and the adjacent public footpath raised issues of road safety, damage to the footpathand environment health.

Concerns were also raised about the damage to a public footpath that leads from the rear of the Meadows Housing Estate/The Dene and joins up with the above mentioned footpath. This path has been significantly churned up and damaged by cattle which have been put there to graze in the last couple of years. The status of this path required clarification.

Parish Council resolved to agree that the Parish Clerk writes to the appropriate section within Durham County Council detailing the concerns identified.

13) Jubilee Hall Update

The Project Officer informed that a letter had been sent to Craig Morgan for further clarification on 21/3/18 and this was followed up 3/4/18 seeking a response. A date for all parties to meet has still to be identified by DCC. The Project Officer along with Councillors Haddick and Wallage did meet with Janet Taylor from WRLCA to view some historic documentation regarding ownership of Jubilee Hall. Cllr Storey commented that he was disappointed with the lack of progress that had been made.

14) Parish Councillor Vacancy

The Project Officer advised that DCC had been notified of a vacancy after Iain Clifford's resignation. Due process was then followed and electors offered the opportunity to petition for an election. Electoral Services had informed Officers that an election was not required.

Parish Council resolved to approve moving to the co-option process with a closing date of 11/5/18 for applications.

15) Community Governance Review

The Project officer advised that DCC were in the process of setting up a working party to look at the Governance review relating to the reduction of Parish Councillors from 11 to 9 and the name change to West Rainton and Leamside Parish Council. Parish Council were advised that the process could take up to 12 months.

16) Parish Plan Update

Cllr Wallage reminded members of the history of the Parish Plan and that there are still a number of outstanding actions. Parish Councillors were asked to revisit the Plan and consider the allocation of tasks which would be discussed at the next Parish Council meeting.

Given the potential availability of S106 monies, Parish Councillors were asked to review actions in the plan requiring funding and to consider if the plan required updating to reflect any new actions or projects which could help achieve expected outcomes.

Cllr Wallage informed the meeting that County Councillor Hall had emailed to ask for proposals that he could assist with funding from his budget. Again Parish Councillors were asked to consider any funding requirements.

17) Village Partnership Feedback

This item had been added to the agenda, as a standard item, to allow feedback feedback to be given from the council's representative on the Village Partnership. Cllr Wallage had not attended a meeting since the last Parish Council meeting and had no update to give on this occasion.

18) Opencast Community Liaison Committee

This item had been added to the agenda, as a standard item, to allow feedback to be given from the council's representative on the Committee.

Cllr Morson advised that the last meeting was 6 weeks ago. Weather has held up progress although fencing has now been erected. Cllr Morson advised that a date had not been set for the next meeting.

19) General Correspondence

The Project Officer advised that an email had been received from a local resident which questioned the increase in precept, the cemetery fees and the grant for the Youth Service.

Parish Council resolved to agree that the Project Officer respond to the correspondence.

20) Date and Time of Next Meeting

Parish Council resolved that the Annual Meeting of the Parish Council be held on Thursday 17th May 2018 at 7.00pm at Arden House, West Rainton.