

West Rainton Parish Council

Draft Minutes of meeting held on

Thursday 17 May 2018

At Arden House, West Rainton

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

2 x Members of the Public

I Diggory – candidate for co-option

Rachel Roberts – Durham Action Youth

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

NOTE: The meeting was not audio or video recorded.

1) Election of Chairman for 2018/19

The Parish Clerk opened the Meeting and asked Parish Councillors present for nominations for the Chairman for the coming year. Cllr Haddick proposed Cllr Wallage and this was seconded by Cllr Gilbank. **Parish Council resolve to approve** Cllr Wallage as Chairman for the upcoming year.

2) Declaration of Office

The declaration of acceptance of office form was duly completed and signed by Cllr Wallage and witnessed by the Parish Clerk.

3) Election of Vice Chairman

Cllr Wallage asked Parish Council for nominations for Vice Chairman. Cllr Storey proposed Cllr Haddick and this was seconded by Cllr Morson. **Parish Council resolved to approve** Cllr Haddick as Vice Chairman for the upcoming year.

4) 4) Apologies

Apologies for absence had been received from Councillor A Fisher (holiday). **Parish Council resolved to approve** this absence.

5) Declarations of interest

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

6) Appointments to Outside Bodies

Parish Council considered nominations and resolved to agree the following representative for each Group:

- West Rainton and Leamside Village Partnership – Cllr Wallage
- Smaller Councils Forum – Cllr Boettcher
- West Rainton and Leamside Dementia Steering Group – Cllr Gilbank
- Opencast Community Liaison Committee – Cllr Morson

7) Public Participation

A member of the public raised the issue of damage to graves from the strimming within the cemetery. Photographic evidence was shared and Parish Council which showed damage from the grass cut the previous week. The Project Officer was asked to contact the Contractor, Leamside Nurseries regarding the situation and report back to the next Parish Council Meeting.

8) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 19th May 2018 be approved as a correct record.

9) Co-option

The Parish Clerk informed Parish Council that the co-option advert had attracted one applicant who was present at the meeting. Mr Diggory was asked to introduce himself and discussed his experience and rationale behind applying to become a Parish Councillor. Parish Council considered the application and **resolved to agree** to Ian Diggory being co-opted as a Parish Councillor to West Rainton Parish Council.

The declaration of acceptance form was signed by Mr Diggory and witnessed by the Parish Clerk. Introductions were made and Cllr Diggory took a seat with Parish Councillors.

10) Crime Statistics

Cllr Wallage referred to the previously circulated information. Cllr Gilbank raised the fact that there had been a rise in some types of crime. No further detail was available however Cllr Wallage suggested that PACT Meetings are an opportunity for people to ask further detailed questions.

11) Finance

The Parish Clerk presented the May Finance Report.

Part A: For information:

- **Income:** VAT Reclaim 2016/17 - £3383.13
- **Expenditure**
Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount
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1	M Ramshaw	Parish Clerk net salary – May 2018	£361.77
2	G Keedy	Project Officer net salary – May 2018	£384.76
3	HM Revenue and Customs Only	Combined HMRC liabilities - May 2018	£186.80
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – May 2018	£80.00
TOTAL			£1013.33

Part B: Expenditure requiring approval

	Payee	Purpose	Amount	Budget Provision Y/N
5	G Keedy	Reimbursement – Post Office 1 st class signed for post	£2.11	Y
6	CountyDurham Association of Local Councils	CDALC Subscription 2018/19	£469.51	Y
7	A Baker	HG – Jet wash and kiln sand to block paving	£71.18	Y
TOTAL			£542.80	Y

Part C: Bank Balances – For Information

Total Expenditure included above	£1556.13
Anticipated current a/c bank balance if all paid	£39685.91
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

12) Planning Applications

Cllr Morson declared an interest in a planning application that had been submitted regarding an extension. Cllr Morson left the meeting. Parish Council

had no objections to this planning application and Cllr Morson returned to the room. Parish Council discussed an application for a new agricultural barn. No objections were raised with regards to any applications that had previously been circulated.

13) Benridge Bank Housing Development

The Parish Clerk referred to the copies of correspondence both sent to and received from the Planning Department at DCC. Correspondence had been received from both County Councillors and Roberta Blackman-Woods MP for Durham City. It was still unclear on how decisions will be made regarding the S106 funding and what Parish Council and Local Groups need to do in preparation for the monies becoming available. Parish Council **resolved to approve** Cllr Wallage to contact Stephen Reed from DCC to set up a meeting that would also include the two County Councillors.

14) Highways and Public Footpath Concerns

The Parish Clerk referred Parish Councillors to the previously circulated correspondence on the issues of the footpath and the works at Marks Lane. Whilst a response had not been received in relation to Marks Lane, Parish Council were in response of the clarification around the public footpath and slurry heap. **Parish Council resolved** to approve Cllrs Haddick and Storey speaking with the landowner to discuss parishioners concerns around condition of the path and for the Parish Clerk to seek a response in relation to Marks Lane.

15) Durham Action Youth

Cllr Boettcher declared an interest as she is a member of the DAY Board. As this item was purely information sharing Cllr Boettcher remained in the room. Rachel Roberts updated Parish Council on the Service. There is currently 3 youth workers working with 8-11 years olds in one session and 11-19 year olds in another session. There are up to 24 young people attending the younger session and these take place between 5.00-7.00 p.m. There have been some issues with the older age group. Issues exist around Jubilee Hall's suitability for the young people. DAY have applied for £7000 funding for two detached youth workers who will be visible around the Parish and try to engage with the young people. Rachel explained how she wants to involve families and get the young people involved with Parish events. DAY are looking to set up a youth forum with a few of the young people being a voice at meetings such as the PACT Meeting. Links have also been made with Sunderland College for a Level 1 Youth Work Course which have recently started at the Village Hall. This gives people an idea about what is required to be a youth worker. Can then progress to Level two and this is free of charge. Eleven people have shown an interest so far. Cllr Wallage referred to the business plan submitted when funding for the service was considered in Dec 2017 and asked if Parish Council could have quarterly updates from DAY. Cllr Wallage commented on the £1178 underspend of a £2000 grant award, given by the Parish Council via the Village Partnership, to

fund Youth Club School Holiday Activities in 2017/18. Rachel advised that work was ongoing to look at provision in the six week holiday period. **Parish Council resolved to approve** that the outstanding balance be carried forward and used to fund holiday activities in the current year.

10) Residents' Concerns regarding anti-social behaviour

Cllr Wallage referred members to the circulated documentation in relation to the resident from Finchale View who was having issues with anti-social behaviour. Both County Councillors are aware of the long standing issues and are independently following up with the relevant officers at DCC. Cllr Wallage informed members that she had met on Site with County Council Hall at his request. Sgt Hall had also been invited to attend but advised that he had already discussed the issue with Cllr Kellett. **Parish Council resolved to agree** to Cllr Wallage's proposal to write to Stephen Reed from DCC to support the erection of a fence to close the current walkway and re-direct the path. Cllr Wallage agreed to draft the letter.

17) Parish Plan

a) Cllr Wallage referred members to the previously circulated revised Parish Plan Action Plan update. Cllr Wallage reiterated the need to review timescales and keep the plan up to date to reflect new actions or projects that could help support future external funding applications.

Potential actions/projects discussed included; alternative options for DAY including the potential use / and /or relocation of the metal containers at the entrance to Adventure Play Park; on-going need for regular speed checks and the possibility of the installation of mirrors to improve visibility at difficult to exit junctions in known speeding areas.

b) Cllr Wallage tabled a note identifying the key themes covered in the Parish Plan and proposed that in order to make better progress in implementing agreed Parish Council actions, different areas be allocated to individual councillors to lead on. Cllr Haddick agreed to lead on planning developments and Cllr Wallage agreed to lead on community activities.

Parish Councillors agreed to review the remaining key areas identified and email the Chairman with any particular area of interest that they would be happy to lead on. These to be agreed at the next Parish Council Meeting.

18) Community Liaison Committee

Cllr Morson referred Parish Council to the previously circulated documentation and advised that the things were progressing. The issue of noise from the Site on a Saturday morning has been raised but this is permitted as it was specified in the planning application. The financial bond, required as a planning condition to ensure adequate funding is provided to reinstate the site, is now in place. The Site Manager is attending the liaison meetings to discuss any concerns.

19) WestRainton & LeamsideVillage Partnership

Cllr Wallage gave an update from the partnership meeting 16 May 2018. Discussions had taken place around funding opportunities and the need for a co-ordinated approach/plan to help demonstrate community support/need. Cllr Wallage reminded the Village Partnership of the purpose of the Parish Plan – i.e. it sets out community determined priorities and aspirations. She advised that potential new activities/projects being considered for funding bids should be linked to the parish plan's expected outcomes and the plan updated accordingly.

Some dementia awareness sessions have been arranged and an open invite for anyone to attend. 7.00p.m. 21st May at the School and 10 June at 4 pm in the Church. The Big Lunch will take place 3rd June and voluntary groups have been invited to set up a stalls at the event to show case what they do. Parish Council discussed the option of a stall but due to tight timescales did not feel able to. Parish Councillors agreed that if available they would attend the event and listen to any parishioners that wished to discuss any issues. **Parish Council resolved to agree** that raising the profile of the Parish Council should be on the next Parish Council Agenda.

20) Jubilee Hall

The Project Officer referred members to the previously circulated report. Whilst the report addressed some issues it was felt that a meeting would be a better forum for discussing further issues. **Parish Council resolved to approve** the setting up of a meeting with the relevant officers from DCC and Cllrs Wallage and Haddick in attendance with the Project Officer.

21) War Memorial

The Project Officer advised that the quotation for the work has now been received and it was the same as the previous quotation. A Site visit is required to agree the type of granite and discuss requirements. **Parish Council resolved to approve** the decision on granite type to be made by Cllr Wallage and the Project Officer at a site visit.

22) General Data Protection Regulations

The Parish Clerk referred members to the previously circulated emails and report on the changes as a result of GDPR. **Parish Council resolved to approve** the recommendations within the report and the Parish Clerk will work on compliance with the new requirements.

23) General Correspondence

The Parish Clerk informed Parish Council that he had received a phone call from a member of the public who was upset that plants had disappeared from their

child's grave. Whilst no information was available as to what had happened to the plants the fact that a grass cut had recently taken place was discussed although it was inconclusive as to identifying what had actually happened to the plants.

24) Date and Time of Next Meeting

Parish Council resolved that the next Meeting of the Parish Council be held on Thursday 21st June 2018 at 7.00pm at Arden House, West Rainton.