

# West Rainton Parish Council

**Minutes of meeting held on**

**Thursday 19 July 2018**

**At Arden House, West Rainton**

**Present:** Councillors M Boettcher, I Diggory, I Haddick, P Lowrie, G Storey and A Wallage (Chairman)

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**

Apologies for absence had been received from Councillors A Fisher (holiday) and P Morson (work commitment). **Parish Council resolved to approve** these absences.

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 raised the issue of young people and anti-social behaviour within the vicinity of the Youth Club

## **4) Minutes**

**Parish Council resolved** that the minutes of the Parish Council meeting held on 21<sup>st</sup> June 2018 be approved as a correct record.

## **5) Crime Statistics**

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

Signed: .....

Date: .....

## 6) Finance

The Parish Clerk referred Councillors to the previously circulate Finance Report.

### Part A: For information:

1. **Income:** Nil

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 – July 2018	£356.00
2	G Keedy	Project Officer net salary – July 2018	£378.56
3	HM Revenue and Customs Only	Combined HMRC liabilities - July 2018	£183.60
4	D Lewins	Cemetery Gatekeeper Gratuity Payment – July 2018	£80.00
<b>TOTAL</b>			<b>£998.16</b>

### Part B: Expenditure requiring approval

	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>	<b>Budget Provision Y/N</b>
5	County Durham Association of Local Councils	GDPR Training – Parish Clerk	£27.00	Y
6	Leamside Nurseries	Grass Cuts x 5	£1196.00	Y
7	Durham City Homes	Arden House Room Hire 2 hrs 21/6/18 £10.00 & 2hrs 17/5/18 £10.00	£20.00	Y
8	A Baker	Heritage Garden Maintenance  Inv 63 19/4/18 £406.83 (rubbing down and staining woodwork)  Inv 64 17/5/18 £45.00 (general tidying weeding etc.)  Inv 65 21/6/18 £311.00	£912.83	Y

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Date: .....

		– renewal of bedding, strimming, general maintenance  Invoice 66 19/7/18 £150.00 general maintenance		
9	Jones Boyd (Durham) Ltd.	Payroll maintenance 1/7/18 – 30/9/18	£90.00	Y
10	NWG Business	Water Supply – Cemetery 2/2/18-1/5/18	£11.93	Y
<b>TOTAL</b>			<b>£2257.76</b>	Y

### Part C: Bank Balances – For Information

Total Expenditure included above	<b>£3255.92</b>
Anticipated current a/c bank balance if all paid	<b>£28256.83</b>
Reserve Account Balance	<b>£15035.86</b>

### Parish Council resolved to:

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

### 7) August Recess

The Parish Clerk referred Councillors to the previously circulated Report which asked them to considering approving regular payments for August in advance due to the recess. **Parish Council resolved** to approve the regular August payments.

### 8) Budget Update

The Parish Clerk referred Councillors to the previously circulated Quarter 1 budget monitoring report and reported on the financial position. **Parish Council resolved** to note its contents.

### 9) Planning Applications

There were no comments on the previously circulated planning applications received from Durham County Council.

### 10) Consultation on County Durham Plan

Cllr Wallage informed Parish Council that the consultation on the Plan closes 3<sup>rd</sup> August 2018. Parish Councillors felt that the proposed new bypass in the Plan was a positive and **Parish Council resolved** to approve a letter of supported be drafted and sent in to support this proposal.

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Date: .....

Cllr Wallage also informed those present that the Plan contains the proposal to protect Leamside railways lines for potential future use as a railway line.

### **11) S106 Financial Contributions**

Cllr Wallage referred Councillors to the previously circulated information relating to S106 financial contributions. Cllr Wallage informed Councillors that bids for funding need to be developed now.

There is currently money available from the Ramside Development. This includes a remaining £5000 for the environment and £17000 that has not been released yet. Money is not yet available from the Benridge Bank development as the S106 agreement has not yet been signed off. There is no date with regards to release of these monies.

### **12) Parish Plan**

#### **a) Project Funding**

Cllr Wallage referred Parish Councillors to the previously circulated information which detailed the projects that require funding and asked Parish Council to consider agreeing priorities.

A number of items including Item 6 and 4 were discussed and **Parish Council resolved** to approve that Cllrs Wallage and Haddick take this item forward.

#### **b) Communications**

Cllr Diggory referred members to the previously circulated information that he had produced. He discussed communication methods and his view that the Parish Council website could become the focal point for the Village. **Parish Council resolved to approve** that Cllr Diggory takes a lead on this issue and approached the relevant parties.

#### **c) Allocation of Tasks**

Cllr Wallage asked if Parish Councillors had considered tasks within the Parish Plan that they would be interested in taking forward.

Cllrs Lowrie and Boettcher agreed to take forward action 3. **Parish Council resolved to approve** that Cllrs Wallage and Haddick allocate the tasks to Parish Councillors.

### **13) Jubilee Hall**

The Project Officer referred Parish Councillors to the previously circulated report. Discussions had taken place around the valuation, management arrangements however these were secondary to actually investigating whether the purchase of Jubilee Hall was a viable option. As a result of these discussions the Project Officer has approached Durham Sparks to assist the Parish Council to develop a Business Plan with a view to engage the appropriate people and develop a working group with clear terms of reference.

Cllr Wallage stated it has been confirmed that there is £112,000.00 available in the form of a grant and this has been earmarked for Jubilee Hall.

**Parish Council resolved** to approve a working group comprising Cllrs Wallage, Haddick and Storey which will be supported by the Project Officer and Parish Clerk.

Signed: .....

Date: .....

**Parish Council resolved** to approve the delegation of terms of reference to the Working Group and to produce an article for the Village News.

#### **14) West Rainton Cemetery**

The Project Officer gave a verbal update on the cemetery. There are some ongoing general maintenance issues with the Contractor so an onsite meeting will be arranged in a bid to resolve these.

A member of the public had also been in touch regarding the Cemetery gates being closed at 20:10 when the sign says they will be closed at 20:30. The resident did get them reopened.

The Project Officer referred to future works including the new burial area, extended roads and the demolition of the small building.

Cllr Haddick volunteered to support the Project Officer in developing the next steps for the cemetery and to update at the next Parish Council meeting.

#### **15) Durham AAP Local Forum**

Cllrs Wallage and Boettcher volunteered to attend the AAP Local Forum meeting 12/9/18 at 18:00. Cllr Boettcher agreed to feedback to Parish Council.

#### **16) Field House Open Cast Community Liaison Committee**

**Parish Council resolved** to note the minutes of the recent meeting.

#### **17) West Rainton and Leamside Village Partnership**

The Dementia Steering Group fed back to the Village Partnership and Cllr Wallage agreed to circulate this to Parish Councillors. Cllr Wallage informed Parish Council of a domino night that will be held at Springfield Lodge.

There was also an update from Durham Action Youth which Cllr Wallage agreed to circulate and DAY will attend the September Meeting of the Parish Council to provide an update.

#### **18) Dementia Friendly Steering Group**

The Group have advised that they no longer require a representative from the Parish Council at the current time.

#### **19) Small Councils Forum 26 July 2018**

Cllr Boettcher advised that at the current time there is no information to feed back.

#### **20) General Correspondence**

The Parish Clerk raised an email that had been received regarding damage to a tree. Cllr Wallage informed Parish Council that the only thing left was the stake that the tree was attached too. Cllr Wallage agreed to look into the cost of replacing the tree.

#### **21) Date and Time of Next Meeting**

**Parish Council resolved** to approve that the next Meeting of the Parish Council be held on Thursday 20<sup>th</sup> September 2018 at 7.00pm at Arden House, West Rainton.

Signed: .....

Date: .....