

West Rainton & Leamside Parish Council

Draft Minutes of meeting held on Thursday 20 June 2019 At Arden House, West Rainton

Present: Councillors I Diggory, I Haddick, B Kellett, P Lowrie, P Morson

In attendance:

M Ramshaw, Parish Clerk
G Keedy, Project Officer
1 Member of the Public

NOTE The meeting was not audio or video recorded.

As Cllr Wallage (Chairman) was not present, **Parish Council resolved** to approve that Cllr Haddick (Vice Chairman) act as Chairman for the meeting.

1) Apologies

Apologies had been received from Cllr M Boettcher (family commitments), Cllr G Storey (work commitments) and Cllr A Wallage (holiday). **Parish Council resolved** to approve these absences.
Cllr M Gilbank was not in attendance and had not submitted any apology. **Parish Council resolved** to not 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 advised that a new window had now been put in the bus shelter.

4) Public Participation

Parish Council resolved that the minutes of the Annual Parish Council meeting held on 16th May 2019 be approved as a correct record.

Signature.....

Date.....

5) Finance Report

Part A: For information:

1. **Income: Nil**

2. Expenditure

Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount (£)
1	M Ramshaw	Parish Clerk net salary – June 2019	370.16
2	G Keedy	Project Officer net salary – June 2019	267.13
3	HM Revenue and Customs Only	Combined HMRC liabilities - June 2019	159.40
4	D Lewins	Cemetery Gatekeeper Fee – June 2019	80.00
5	Special Branch Tree Services	Cemetery Improvements – erection of fenced area	1416.00
6	Special Branch Tree Services	Cemetery Improvements – Unattended grave maintenance	492.00
7	Special Branch Tree Services	Ground Maintenance Contract – 1 x Grass Cut (26/4/19)	201.60
8	Special Branch Tree Services	Ground Maintenance Contract – 1 x Grass Cut (26/5/19)	201.60
9	Believe Housing	Hire of Arden House 9/5/19 1 hr, 16 th & 23/5/19 x 2hrs = 5hrs	25.00
10	Durham County Council	Trade Waste Contract (Cemetery) 2019/20	835.64
11	Durham County Council	Web Support & Hosting (Website) 1/4/19 – 31/3/20	722.08
TOTAL			£ 4770.61

Part B: Expenditure requiring approval

	Payee	Purpose	Amount (£)	Budget Provision
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Signature.....

Date.....

				Y/N
12	M Ramshaw	12 x 1 st Class Stamps - £8.40 3 x A4 Reams of Paper - £8.55	16.95	Y
TOTAL			£ 16.95	

Part C: Bank Balances – For Information

Total Expenditure included above	£ 4787.56
Anticipated current a/c bank balance if all paid	£ 35485.25
Reserve Account Balance	£ 15064.81

Parish Council resolved to:

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

6) Planning Applications

No planning applications for the Parish had been received since the last meeting.

7) Cemetery Adornment Policy

The Project Officer referred members to the Adornment Policy which was approved by Council in December 2018 and came into force 1st March 2019. The Policy informs of the Council's position with regards to no kerb sets around graves in the new burial area within the cemetery and also that no further kerb sets be installed on existing graves.

The Project Officer advised that a burial had taken place in February 2019 and subsequently after 1st March 2019 a request has been submitted for a kerb set to be installed.

The Project Officer advised that whilst the burial was prior to 1st March 2019 the request for a kerb set was after the 1st March 2019 when the new Policy was in place.

Parish Council considered the information and resolved to enforce the Adornment Policy from 1st March 2019 meaning the refusal of the request received by the Project Officer.

8) Parish Planting Plan

Cllr Haddick referred members to the previously circulated report prepared by Cllr Wallage. This report covered all aspects of planting, planters, funding applications etc.

Signature.....

Date.....

Cllr Haddick asked members for priorities with regarding to funding applications. **Parish Council resolved to approve** the following as priorities for a funding application; new tubs, bulbs, trees and hanging baskets

Cllr Haddick advised that both Cllr Wallage and himself had met with Martin Briscoe from DCC and discussed options around the removal of the boulders on Old Sunderland Road. A suggestion had been made that a wooden racecourse style fence and associated planting of bushes could replace the boulders. Parish Council discussed this option and agreed that green metal fencing would be more appropriate with hedging.

Cllr Haddick agreed to obtain pricing with the preferred metal fence.

Parish Council resolved to approve the Cllr Haddick and Cllr Wallage continue to take the plan forward.

9) Councillor Vacancies

The Parish Clerk advised that there had been no interest in the current vacancies for Parish Councillors. **Parish Council resolved** to approve a further advert for co-option to run until 6th September 2019.

10) Field House Open Cast Community Liaison Committee

Cllr Morson advised that work was progressing and that funding applications were being received and considered.

11) West Rainton and Leamside Village Partnership

There was no feedback.

12) Smaller Councils Forum

There was no feedback.

13) Crime Statistics

No comments were made in respect of the previously circulated crime statistics.

14) General Correspondence

The Parish Clerk advised that correspondence had been received from DCC in relation to two separate breaches of the code of conduct by a Parish Councillor. The correspondence advised that after investigation the outcome was for no further action.

15) Date and time of next meeting:

Parish Council resolved to approve the next meeting to be held on Thursday 18th July 2019 at 19.00, Arden House, West Rainton

Signature.....

Date.....

Signature.....

Date.....