

West Rainton & Leamside Parish Council

Minutes of meeting held on Thursday 19 September 2019 At Arden House, West Rainton

Present: Councillors M Boettcher, I Diggory, I Haddick, B Kellett, P Lowrie, P Morson (from 19:25) and A Wallage (Chairman)

In attendance:

M Ramshaw, Parish Clerk
5 Members of the Public

NOTE The meeting was not audio or video recorded.

1) Apologies

Apologies had been received from Cllr M Gilbank (work commitments),
Parish Council resolved to approve this absence.
Cllr G Storey 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 raised the issue around the A690 and the fact there has been another major accident. He asked whether a fixed camera or some sort of flashing sign could be installed in a bid to slow the traffic.
Cllr Wallage advised that Durham County Council are currently looking at ways of improving the road. Both County Councillors for the area are liaising with the Highways Department. Cllr Kellett advised that it is anticipated that work on the junction will commence 2021.
Cllr Diggory discussed his own personal experience of an accident at the Junction and discussions he had with DCC who said the road and junction conforms to the appropriate standards. He advised that there were no signs at the pedestrian crossing. Cllr Kellett advised he would take up the issue with DCC.

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4) Minutes

Cllr Wallage advised that the separate minute prepared in relation to item 20 from the last meeting, considered at the exclusion of the public, should be considered as a confidential item at the end of the Meeting. Parish Council resolved to consider the approval of the confidential minute at the end of the meeting.

Parish Council resolved that the general minutes of the Parish Council meeting held on 18th July 2019 be approved as a correct record.

5) Durham Area Youth Update

Rachael Roberts and Abbey who is a young person from DAY were present. Reference was made to an update report circulated in advance of the meeting. Rachael and Abbey discussed some of the holiday activities that had taken place. Councillors commented positively on the progress of the Project and the activities that have been available to the young people.

Rachael advised that activities for each area were separate Monday – Wednesday but on a Thursday and Friday Pittington, Sherburn and West Rainton activities were joint.

Emily Burns, a Trustee of DAY who was also present, advised that the model has worked well for both parents and the young people.

Cllr Wallage queried whether any monetary contribution had been received from families towards the activities. Rachael advised that a subsidy was paid which was £5 for 4 hours and £15 for a full day. Cllr Wallage asked whether the cost of activities presented included this contribution. Rachael agreed to check the figures.

Some young people did take part in the activities at no cost due to their individual circumstances.

Emily advised that the young people would be happy to look at areas of the Parish Plan that impact on them and contribute their views.

6) Planning Applications

There had been one planning application since the last Parish Council Meeting. Parish Council had no comments.

7) Finance Report

Part A: For information:

1. **Income:** £509.00 – Pennington Funerals (Nelson)

2. **Expenditure**

Expenditure previously approved by Parish Council due this month

	Payee	Purpose	Amount (£)
1	M Ramshaw	Parish Clerk net salary –	370.36

		*September 2019	
2	G Keedy	Project Officer net salary – *September 2019	378.56
3	HM Revenue and Customs Only	Combined HMRC liabilities - *September 2019	187.00
4	D Lewins	Cemetery Gatekeeper Fee – August 2019	80.00
5	Special Branch Tree Services	Cemetery Maintenance Contract – Grass Cut 2/9 & 16/9/19	308.40
6	Special Branch Tree Services	Cemetery Maintenance Contract – Grass Cut 5/8 & 19/8/19	308.40
7	Believe Housing	Arden House room booking 15/8/19 1hr	5.00
TOTAL			£ 1637.72

***Clerks Note:** Reported as August incorrectly at meeting

Part B: Expenditure requiring approval

	Payee	Purpose	Amount (£)	Budget Provision Y/N
8	Smith of Derby	Service Visit 23/8/19	253.20	Y
9	Communicorp	Clerks and Councils Direct Subscription Renewal	12.00	Y
10	Anglian Water Business (National) Ltd.	Cemetery water supply charges 2/5-1/8/19	16.31	Y
TOTAL			£ 281.51	

Part C: Bank Balances – For Information

Total Expenditure included above	£1919.23
Anticipated current a/c bank balance if all paid	£23421.18
Reserve Account Balance	£15064.81

It was reported that a Cheque issued to David Lewins in August had been lost and need to be re-provided.

The payment to Smiths of Derby was queried as it had been expected that a repair, reported earlier in the year, was expected to be undertaken at the next service. As the Clerk had not be advised of the service, nor any change to the expected repair, concerns were raised that the PCC were not following the

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recently signed agreement. The Parish Clerk agreed to follow this up with the PCC.

Parish Council resolved to:

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

8) Annual Governance and Accountability Return 2018/19

The Parish Clerk advised that due to an objection from a member of the public the AGAR had not yet been received from the external auditor and therefore Parish Council were unable to consider it.

9) Parish Planting Plan

The grant application to Hargreaves has resulted in a £5000.00 grant being approved. Cllr Haddick advised that the application was for more but that the grant could pay for some of the items. The Parish Council has been advised to apply for further funds when the opportunity re-opens.

Cllr Wallage referred members to the recommendations with the report.

Parish Council resolved to approve the ordering of bulbs and trees (Recommendations A & B). Parish Clerk to place the order with Martin Briscoe from DCC.

Cllr Wallage agreed to approach A Baker with regards to a obtaining a quotation for the annual planting of the new planters proposed.(Rec C).

A further application for £10000.00 to be submitted at the appropriate time by Cllr Haddick to fund the other items.

Cllr Wallage advised that the bulb planting is a community event and advised those present that any assistance would be appreciated.

10) Jubilee Hall

Cllr Wallage referred to the previously circulated report. Seven suppliers have been contacted for a quotation with regards to a building survey and valuation. Only one supplier has submitted a quotation. Cllr Wallage advised that a structural engineer may need to be commissioned. Cllr Diggory expressed his concern around the Hall being a Community asset with no clarity around its future.

Cllr Wallage advised that there are further concerns around setting up a new Charity and the lengthy timescales that could be involved in that process.

11) 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 8th November 2019.

12) Notice of Termination of Cemetery Gatekeeper

D Lewins has given notice to end the current gatekeeping arrangements wef 27 October 2019. He has been carrying out the function for 27 years. Parish Council discussed the options for the future. Previous research by the Project Officer had not shown a great deal of options, with many Councils leaving their Cemeteries unlocked. **Parish Council resolved** to agree that for a trial basis (up to the end of December) that the gates be left unlocked. Parish Council also discussed the water tap in the Cemetery and who would turn it off during cold temperatures throughout the Winter **Parish Council resolved** to agree for Cllr Morson turn the water off at the end of the October to prevent freezing and possible damage over the winter period.

13) Annual Plan 2020/21

Cllr Wallage asked for Councillors to consider a date to meet to consider ideas and priorities to inform the Annual Plan for 2020/21. The date proposed was Wednesday 9th October at 7.00p.m. The Parish Clerk agreed to book the room at Arden House.

14) Human Resources Advice – Service Level Agreement with Durham County Council

Cllr Kellett declared an interest in the item and took no part in any discussion. The Parish Clerk advised that DCC offered a HR service via a Service Level Agreement. This would give a resource for any HR advice and any advice sought would incur an hourly charge of £65. There was no cost in entering into the SLA. Parish Council resolved to approve entering into the Service Level Agreement with DCC.

15) Relocation of Bus Stop (Old A690 – Top Road)

Deferred as Cllr Gilbank not in attendance

16) Community Emergency Plan

Deferred as Councillor Gilbank not in attendance

17) Field House Open Cast Community Liaison Committee

Cllr Morson advised that there had been some protests but generally things are progressing well. The funding committee continues to consider funding applications.

Cllr Kellett advised that there was only one monitor for dust on the site and a request for dust level measurements had been received from a member of the public but to date Hargreaves hadn't responded.

18) West Rainton & Leamside Village Partnership

Cllr Wallage advised that a written update had been received from the Dementia Steering Group. The Green Group are also developing a funding bid for two

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defibrillators within the Village. The Partnership has also agreed to fund some decoration of the Youth Room in the Jubilee Hall.

19) Small Councils Forum

Cllr Boettcher advised there was no update.

20) General Correspondence

The Parish Clerk asked if any members could attend the CDALC AGM on 12th October 2019. Anyone interested to let the Parish Clerk know.

An invitation had been received from St Mary's Church to attend a licensing event at St Mary's Church 16th October. Cllr Boettcher agreed to attend.

CONFIDENTIAL BUSINESS:

Parish Council resolved to exclude the press and public from the following item in accordance with the Public Bodies (Admission to Meetings) Act 1960 (Section 2)

21) Minutes of the last meeting – Re Item 20 Update on Project Officer Role

Parish Council resolved to approve the minutes of the Parish Council meeting held on 18th July as a correct record.