

# West Rainton & Leamside Parish Council

Minutes of meeting held on  
At 19:00 on Thursday 20 February 2020  
At Arden House, West Rainton

**Present:**Councillors I Diggory, B Kellett, P Morson & A Wallage (Chairperson)

**In attendance:**

M Ramshaw, Parish Clerk  
4 Members of the Public

NOTE The meeting was not audio or video recorded.

**1) Apologies**

Apologies had been received from Cllr M Boettcher (holiday) and Cllr Haddick (family commitments).

**Parish Council resolved** to approve these absences.

Cllr P Lowrie and Cllr G Storey were not in attendance and had not submitted any apologies.

**Parish Council resolved** to not approve these absences.

**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 he had noticed the pedestrian signage was now displayed on the A690 and that replacement windows have been installed in the bus stops.

**4) Minutes**

**Parish Council resolved** that the minutes of the Parish Council meeting held on 16 January 2020 be approved as a correct record.

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## 5) Finance Report

### Part A: For information:

1. **Income:**                    **£153.00**    - **S Wright Funerals (PA)**  
    **£75.00**     - **I Wood Memorials (ET)**  
    **£509.00**   - **Co-op Funeral Services (FG)**  
    **£5000.00** - **DCC Jubilee Hall Survey and Valuation**

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 – February 2020	387.86
2	HM Revenue and Customs Only	HMRC liabilities - February 2020	97.00
3	Special Branch Tree Services	Grounds Maintenance Contract – January & February 2020	616.80
4	Believe Housing	Arden House room hire – 6/1/20 1hr & 16/1/20 2hrs	15.00
<b>TOTAL</b>			<b>£ 1116.66</b>

### Part B: Expenditure requiring approval

	<b>Payee</b>	<b>Purpose</b>	<b>Amount (£)</b>	<b>Budget Provision Y/N</b>
5	J W Wood	Jubilee Hall – Building Survey & Valuation	3300.00	Y
6	Came & Company	2020/21 Insurance Renewal	456.57	Y
7	M Ramshaw	Re-imburement 12 x 1 <sup>st</sup> class stamps	8.40	Y
8	Anglian Water Business (National) Ltd.	Cemetery Water charges 2/11/19 – 1/2/2020	13.81	Y
9	Companies House	Payment for application to disband CIC (Jubilee Hall Consultation)	10.00	Y
<b>TOTAL</b>			<b>£ 3788.78</b>	

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### Part C: Bank Balances – For Information

Total Expenditure included above	<b>£4905.44</b>
Anticipated current a/c bank balance if all paid	<b>£25033.37</b>
Reserve Account Balance	<b>£15102.37</b>

#### Parish Council resolved to:

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

#### 6) Planning Applications

One planning application had been received for the West Rainton area since the last Parish Council Meeting in January. No comments from Parish Council.

#### 7) 2020/21 Insurance Renewal

The Parish Clerk referred to the previously circulated report regarding the Parish Council insurance renewal. **Parish Council resolved to approve** the recommendation of the Parish Clerk to enter into the 3 Year Long Term Agreement option with Pen Underwriting Limited at a first year cost of £456.57. It was felt that this offered the best value for money for equivalent insurance from a list of three providers.

#### 8) Friend of Jubilee Hall

The Parish Clerk referred members to the previously circulated information regarding becoming a member of Friends of Jubilee Hall. Parish Council considered this to be appropriate in supporting the Jubilee Hall provision. **Parish Council resolved to approve** becoming a friend of Jubilee Hall at a cost of £25.00.

#### 9) Jubilee Hall

##### a) Update from Working Group

Cllr Wallage advised that the initial survey and valuation inspections took place on Monday and Tuesday of this week. It is hoped the report will be ready by the end of next week. As previously advised this is likely to contain details of further inspections required.

##### b) Parish Council to consider disbanding CIC

Cllr Wallage reminded members that in order to access the free service of the community support organisation Durham Spark to assist with the development of the draft business plan and it was necessary to set up a Community Interest Company. As a result, the Jubilee Hall Consultation Community was set up w/e 5 March 2019 with Cllr Wallage and G Story as directors. Cllr Wallage was also registered as the company secretary of the company. (Contact address for the company)  
As previously reported, the working group in considering the preparation of a draft business plan, had considered various potential new management structures, should

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the council decide to purchase the Hall. The preferred management structure was that of a Charity Incorporated Organisation. This type of organisation had several advantages over other options considered, including a community interest company. The existing CIC was set up purely for consultation purposes. This work is now complete and as a CIC has now been ruled out going forward, there is no longer any reason for this company to function.

Cllr Wallagetherefore proposed that this company be disbanded, via application by its directors to Company House. There is a £10 admin fee.**Parish Council resolved** to agree to disbanding the CIC.

#### **10) Parish Planting Plan Update**

Cllr Wallage advised that we are still awaiting a quote form A Baker for the planting of proposed new planters and placing them on flag stones. Cllr Gilbankquestioned if any of the new planters were to be located on village green and advised that it would illegal to dig up village green to place flag stones if this was the case.

Cllr Wallage re-affirmed the Parish Council has been awarded a £500 grant from, "It's Our Neighbourhood", funding towards the cost of new planters, but this has not yet received.

**Parish Council noted** the update and the concerns expressed by Cllr Gilbank.

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

Cllr Morson advised that a dust monitor is now in situ at the Petrol Station in West Rainton. Next meeting is beginning of March.

#### **12) West Rainton & Leamside Village Partnership**

Cllr Wallage advised that there hadn't been a meeting since the last Parish Council meeting.

#### **13)Small Councils Forum**

No feedback.

#### **14) General Correspondence**

No general correspondence.

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

19:00 19<sup>th</sup> March 2020 at Arden House.

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Date.....