

# West Rainton & Leamside Parish Council

Minutes of meeting held on

At 19:00 on Thursday 16 July 2020

(Remote Meeting Via Zoom Technology –

Permissible under Sec 78 of the Corona Virus Act 2020)

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

**In attendance:**

M Ramshaw, Parish Clerk

NOTE The meeting was not audio or video recorded.

**1) Apologies**

Apologies had been received from Cllr Kellett (unable to access via technology).

**Parish Council resolved** 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**

Despite the meeting being published on the website and the noticeboards no members of the public had enquired for the detail to participate in the meeting online.

**4) Minutes**

**Parish Council resolved** that the minutes of the Parish Council meeting held on 18 June 2020 be approved as a correct record.

Signature.....

Date.....

## 5) Finance Report

PART

A: FOR INFORMATION

Murray Memorials -  
Headstone Erection LS08  
RC

£78.00

1. INCOME

2. EXPENDITURE

### A) Expenditure previously agreed by Parish Council due this month

ITEM	PAYEE	PURPOSE	AMOUNT (£)	CHEQUE NO.
1	M Ramshaw	Parish Clerk Net Salary - July 2020	387.86	303085
2	HM Revenue and Customs Only 465PD00171320	HMRC Liabilities - July 2020	97.00	303086
3	M Ramshaw	Parish Clerk Net Salary - August 2020	387.86	303087
4	HM Revenue and Customs Only 465PD00171320	HMRC Liabilities - August 2020	97.00	303088
5	Special Branch Tree Services	Cemetery Grounds Maintenance - June 2020	308.40	303090
6	Durham County Council	Website Hosting & Support	736.51	303093
<b>TOTAL</b>			2014.63	

### B) Expenditure requiring approval

ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
7	Special Branch Tree Services	Cemetery Improvements - Turfing of Graves & Gate repairs	216.00	Y	303089
8	Jones Boyd (Durham) Limited	1/7-30/9/20 Payroll Services	90.00	Y	303092
9	Miss A E Simpson	Internal Audit 2019/20	220.00	Y	303091
10	M Ramshaw	Reimbursement - Zoom Monthly Subscription	14.39	Y	303084
<b>TOTAL</b>			540.39		

### C) Bank Balances - For Information

	£
Total Expenditure A + B	2555.02
Current A/C bank balance if all paid	57471.01
Reserve Account Balance	15140.02

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**Parish Council resolved to:**

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

**6) 2020/21– Q1Budget Report**

The Parish Clerk referred members to the previously circulated Q1 budget report. After talking through the Report there were no questions from members. **Parish Council resolved** to approve the report.

**7) Internal Audit Report 2019/20**

The Parish Clerk referred members to the previously circulated report of the internal auditor. There were no issues raised from the audit. **Parish Council resolved** to approve the report.

**8) Draft Annual Return 2019/20**

The Parish Clerk introduced the item and proceeded to read through the Annual Governance Statement to those present. **Parish Council resolved** to approve the Annual Governance Statement. The Parish Clerk then reported the Accounting Statements 2019/20 to the Parish Council. **Parish Council resolved** to approve the Accounting Statements. Due to the fact that the meeting was being held remotely, the Chairman and the Parish Clerk signed the documentation after the meeting.

**9)Planning Applications**

One planning application for post code DH4 6PY has been received since the last meeting. This application was noted with no comments from Parish Council.

**10) Purchase of Personal Computer/Laptop & Printer/Scanner**

The Parish Clerk advised that both the laptop and the all-in-one printer were not performing as they should and asked Parish Council to consider the purchase of a new PC/laptop and an all-in-one printer scanner. Money has been available in the budget for some time now.

**Parish Council resolved** to approve the request in principle. Parish Clerk to identify appropriate equipment and Parish Council delegated the final decision to approve the actual spend to Cllrs Haddick and Wallage.

**11) Village Maintenance**

Cllr Haddick referred members to his previously circulated report. Current maintenance arrangements need to be reviewed as AB Smart Gardens isn't able to meet the workload requirements.

Cllr Wallage advised maintenance of the Heritage Garden is behind schedule and that she was currently waiting for a response from AB Smart Gardens. Cllr Wallage explained there are two distinct maintenance arrangements to be considered; Planters and the Heritage Garden. Cllr went on to advise Parish Council that delegated authority was being sought to

Signature.....

Date.....

be able to rectify the situation once Cllrs Haddick and Wallage are able to speak to AB Smart Gardens.

Cllr Haddick asked Parish Council to delegate responsibility to progress the maintenance issues over the recess. **Parish Council resolved** to delegate authority as requested.

Cllr Haddick advised Parish Council that the additional planter for Finchale View was no longer required as the resident has approached Cllr Hall and is exploring other options.

## **12) Christmas Tree**

Cllr Wallage discussed the current situation and how the Christmas Tree and lights could be improved. In January Cllr Wallage had discussed the situation with DCC to form the basis of a grant application and DCC did carry out a site visit with a view to installing a new permanent position for the Christmas Tree along with appropriate mains electricity for lights. Cllr Wallage discussed the opportunity to apply for grant funding from the Hargreaves fund, but September is the cut off date for applications. **Parish Council resolved** to approve a bid submission to the Hargreaves fund.

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

Cllr Wallage advised that a virtual meeting had taken place. Cllr Hall was in attendance and he advised that he has £3000 funding from the AAP neighbourhood fund available. He asked the Partnership if they could think of any Projects but he did ask if the Community could also be consulted. The Partnership did mention a project to remember those residents of the Village who had died of COVID19. This could be some sort of memorial plaque or tree.

## **14) General Correspondence**

The Parish Clerk advised two pieces of correspondence had been received.

The first related to overhanging trees at the Cemetery. Parish Council asked the Parish Clerk to seek advice and a quote from the Contractor.

The second was a request for a donation towards a trip. Parish Council discussed this request but were unable to approve it as it does not meet the requirements of the Policy.

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

Parish Council noted the next Parish Meeting to be held 17<sup>th</sup> September 2020 at 19:00. The Meeting will be held with due regard to Government guidance regarding the COVID 19 pandemic.

## **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)

## **16) Jubilee Hall – Report of Working Group**

Parish Council discussed the Report that had been produced by the Working Group on behalf of the Parish Council.

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Date.....

After lengthy consideration **Parish Council resolved** to approve all recommendations as follows:

1. No further tests or inspections are carried out to assess the full condition of the building.
2. No further work is undertaken on the preparation of a draft business case to support a grant application to DCC to purchase the hall.
3. The proposal as submitted by the CA/DCC is rejected.
4. The CA is formally advised that the outcome of consideration of its proposal is not to proceed as no feasible business case can be made to support the Parish Council purchasing the hall.
5. DCC be formally advised of the Parish Council's decision, with reasons, and the balance of DCC grant funding of £5,000 received to cover the potential of additional inspection/testing costs be refunded.
6. Volunteers who had come forward expressing an interest in being involved with a new CIO are advised of the Parish Council's decision.
7. Residents are advised of the Parish Council's decision by way of an update in Village News and on the website.

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Date.....