

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 on 20th October 2022

At St Mary's Church Meeting Room, West Rainton

Present: Councillors M Boettcher, I Diggory (Chairperson), B Kellett, P Lowrie and P Morson

In Attendance: M Ramshaw (Parish Clerk)

NOTE The meeting was not audio or video recorded.

Cllr Diggory advised members that in his role as vice-chairperson he would chair the meeting due to the absence of Cllr Wallage.

1) Apologies

Apologies were received from Cllrs Massey, Wallage and Wood. All members were on holiday. **Parish Council resolved** to 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

There were no members of the public in attendance.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 22nd September 2022 be approved as a correct record.

Cllr Diggory raised matters arising from the minutes. Disappointment was expressed at the response received from Believe Housing in relation to Arden House re-opening. **Parish Council resolved** to approve a further letter be drafted which Cllr Diggory agreed to complete and forward to the Parish Clerk.

5) Co-Option to Parish Council Vacancy

The Parish Clerk advised members that there were no applications for the vacancy.

Parish Council resolved that a further advert go out for the vacancy to be appointed through the co-option process. Closing date 9th November 2022.

Signature.....

Date.....

6) Finance Report

PART A: FOR INFORMATION					
1. INCOME		Memorial Leaf TC	£150.00		
		Burial (JG) BACS	£167.00		
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 - October	405.56	303305	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - October	101.40	303306	
3	Odlings Ltd	Mulberry Leaves x 2 (TC & BL)	170.40	303307	
4	Jones Boyd (Durham) Ltd	Maintenance of Payroll (30/9/22)	90.00	303308	
5	Special Branch Tree Services Ltd	Cemetery Maintenance - September 2022	373.16	303309	
6	Special Branch Tree Services Ltd	Village Green Maintenance - September 2022	336.00	303310	
7	St Marys Church	Meeting Room 22 September 22	10.00	303311	
		TOTAL	1486.52		
B) Expenditure requiring approval					
ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
8	M Ramshaw	Reimbursement - Poppy Wreath (Royal British Legion)	23.98	Y	303312
9	M Ramshaw	Reimbursement - Winter Bedding Plants (Shincliffe Mill Nursery)	642.60	Y	303317
10	G Coates	Village maintenance - Planters, Heritage Garden maint.	200.00	Y	303314
11	M Ramshaw	Reimbursement 1st class stamps x 12	11.40	Y	303315
12	M Ramshaw	Reimbursement - Zoom subscription	14.39	Y	303316
		TOTAL	892.37		
Total Expenditure A + B			2378.89		

Parish Council resolved to:

1. Note income and expenditure reported for information in Part A
2. Approve expenditure listed in Part B

Signature.....

Date.....

3. Note cancellation of cheque 303304 £5081.23 and reinstatement of original cheque (303277)
4. Note that the previously reported (July 22) income of £101.20 which was an expected refund from Jones Boyd has not been forthcoming. We had been advised by our accountants of this refund however it was a temporary credit held on our account, but has now been offset by a subsequent payment so no refund is due.

7) Planning Applications

One planning application was considered however members had no comments.

8) Belmont Neighbourhood Plan Area Application

Cllr Diggory referred members to the application that had been previously circulated. Members had no comments on the application which sets out the geographical boundaries for the Neighbourhood Plan.

9) Working in Partnership with the Police

The Parish Clerk advised that Dave Clarke, Inspector for Durham City Neighbourhood is looking to hold regular meetings to build relationships with Parish Councils from the area. The Parish Clerk advised that he had attended the first meeting and Cllr Wallage had attended the second meeting. The Parish Clerk advised that he would circulate the date when received for the next meeting to give an opportunity for other members to attend.

10) Q2 Bank Reconciliation

The Parish Clerk referred members to the Q2 bank reconciliation. Cllr Diggory agreed to check the reconciliation against the bank statement and sign off for accuracy.

11) Q2 Budget Monitoring Report

The Parish Clerk referred members to the Q2 budget monitoring report and discussed the update. **Parish Council resolved** to note the Q2 Report.

12) Village Green Maintenance

The Parish Clerk advised members of three overgrown trees on South Street. A quotation had been received from the current contractor. Members expressed some concern around the need for an electricity shutdown and the costs associated with this. Discussion followed around whether DCC or the Northern PowerGrid would be required for a shutdown and whether they would cut back the trees. **Parish Council resolved** to approve the quotation but asked the Parish Clerk to obtain further information on any further costs involved.

Signature.....

Date.....

13) Christmas Tree Switch on Event

The Parish Clerk advised that the switch on event would be Saturday 26th November at 4.00 p.m. after the Christmas Family Party being held in the Jubilee Hall.

The Parish Clerk advised of the ongoing issues with DCC being the keyholder for the electricity feeder pillar and EON requiring access to look at the smart meter which isn't working.

Discussion took place around the provision of the Christmas tree by DCC and the costs involved and it was felt that other options should be considered for next year.

14) West Rainton & Leamside Village Partnership update

There was no update.

15) Smaller Councils Forum Update

There was no update.

16) General Correspondence

School Avenue Park Project:

The Parish Clerk referred members to the response received from DCC around the proposed School Avenue Park Project. Members were disappointed with the response and did not feel the suggested relocation was appropriate.

Members felt that the additional seating is still required in the area as proposed. Members questioned whether there could be any other sites within the Village that could be considered.

Another meeting is planned with DCC and the Parish Council asked that the Project be brought back to the November meeting for an update.

17) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 17th November 2022 at 19:00 in St Marys Church Meeting Room.

Signature.....

Date.....