

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 on 17th November 2022

At St Mary's Church Meeting Room, West Rainton

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

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 and Wallage. Both 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 20th October 2022 be approved as a correct record.

Cllr Diggory raised matters arising from the minutes.

Cllr Diggory advised members that he had circulated a draft response to Believe Housing in relation to Arden House re-opening. Parish Council were in agreement with the contents of the letter.

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 11th January 2022.

Signature.....

Date.....

6) Finance Report

PART A: FOR INFORMATION					
1. INCOME		Memorial Leaf (AW BACS)	£150.00		
		2021/22 VAT Refund (BACS)	£2,091.30		
		PCC St Marys (50% repair costs)	£1,290.00		
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 - Nov 22 (inc. back dated pay rise)	691.20	303318	
2	M Ramshaw	Parish Clerk Net Salary - Dec 22	441.19	303319	
3	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Nov 22	172.80	303320	
4	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Dec 22	110.40	303321	
5	Special Branch Tree Services	Cemetery Maintenance - October 2022	373.16	303322	
6	Special Branch Tree Services	Village Maintenance - October 2022	336.00	303323	
7	Cumbria Clock Company Ltd.	Clock repair inc. new regulator	2580.00	303324	
8	Makepeace	Cemetery works	1422.00	303325	
9	Durham County Council	Supply, erection and removal of Christmas tree and lighting arrangements	2958.25	303326	
		TOTAL	£9,085.00		
B) Expenditure requiring approval					
ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
10	Anglian Water Business (National) Ltd	Cemetery Water - 2/8-1/11/22	15.10	Y	303327
11	Odllings Ltd	Memorial Tree Leaf (AW)	85.20	Y	303328
12	G Coates	Winter Bedding planting & HG tidy	150.00	Y	303329
13	Durham County Council	Order of bulbs from New Row Farm Nurseries	2400.00	Y	303331
14	The Gilpin Press	Christmas Posters	42.25	Y	303330
		TOTAL	£2,692.55		
Total Expenditure A + B			£11,777.55		

Signature.....

Date.....

Parish Council resolved to:

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

7) Planning Applications

Cllr Diggory referred members to the Planning Consultation that had been received regarding the creation of a Football Centre on the site of the Leamside Equestrian Centre. Members were advised that this contains amendments to the original proposals.

Members felt that there were still concerns around the proposals and that Parish Council should respond.

Due to the 14 days deadline for comments, **Parish Council resolved** to delegate the formulation and submission of a response to Cllrs Diggory and Wallage.

8) Community Emergency Plan

Cllr Diggory referred members to the information that had been circulated. Parish Council noted that progress had been made and acknowledged the request for other members to attend the next meeting.

9) School Avenue Park Project

Cllr Diggory referred members to the report of Cllr Wallage and the four options for equipment that had been circulated. Parish Council discussed the equipment within the options that had been provided, but it was acknowledged that there may be a better combination of equipment available.

Parish Council resolved to confirm its support for the development of the Project.

Parish Council discussed the options for equipment and due to the short timescales, **Parish Council resolved** to delegate the final equipment selection to Cllrs Boettcher and Wallage who will work within the budget and in conjunction with Durham County Council and the equipment supplier.

10) Autumn Bulb Planting

The Parish Clerk referred members to the report of Cllr Wallage which gave some background and an update in relation to the Autumn bulb planting. Parish Council noted the update.

11) Outstanding Issues – DCC Clean and Green Team

The Parish Clerk referred members to the report of Cllr Wallage which gave a comprehensive update on the current outstanding issues.

Parish Council resolved to approve the placing of the order for the Marmax benches and planters in order to achieve the 20% discount offer.

12) Cemetery Maintenance Contract

Signature.....

Date.....

The Parish Clerk referred members to the report regarding the cemetery maintenance for 2023/24. Due to the price and performance of the current contractor members did not feel that it would be beneficial to obtain further quotations. **Parish Council resolved** that the Parish Clerk to negotiate a new contract with the existing contractor. The Parish Clerk agreed to feed back to Parish Council as required.

13) Tree Week

The Parish Clerk advised that £250 funding was available for a tree, and that consideration had been given to applying however there appeared to be some stipulation around the tree that had to be purchased and upon further consideration felt that there wasn't anywhere within the Cemetery for it to be planted. The funding remains available and the Parish Clerk advised if members were aware of anywhere where a tree could be planted they should let him know.

14) West Rainton & Leamside Village Partnership update

There was no update.

15) Smaller Councils Forum Update

Cllr Boettcher advised that the Forum was still considering rules around behaviour and respect within Parish Councils. Cllr Boettcher also advised that discussion was still ongoing around hybrid meetings for Parish Councils.

16) General Correspondence

There was no correspondence for discussion.

17) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 19th January 2023 at 19:00 in St Marys Church Meeting Room.

Signature.....

Date.....