

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 on 13th July 2023

At St Mary's Church Meeting Room, West Rainton

Present: Councillors I Diggory, K Wood & A Wallage (Chairperson)

In Attendance:

M Ramshaw (Parish Clerk)

NOTE The meeting was not audio or video recorded.

1) Apologies

Apologies were received from Cllrs Boettcher (meeting commitment), Morson (Holiday) and Massey (Holiday). **Parish Council resolved** to approve these absences.

No apologies were received from Cllr Kellett. **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

No members of the public were in attendance.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 15th June 2023 be approved as a correct record.

5) West Rainton FC

Representatives from West Rainton FC (Manager and Secretary) were present to discuss their plans for improving the future of the Football Club. They advised members that it is estimated that £20000-£30000 is required to purchase new changing facilities and make improvements to the pitch.

They hope to make the facilities into a central football hub and Belmont have agreed to form a partnership which will include matching any funding for the Project.

Representatives advised that Nick Thompson would put a document together to about the proposed improvements and funding requirements and this would be

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shared with the Parish Council for consideration of how the Parish Council may be able to assist.

Cllr Wallage advised that the AAP coordinator and the outdoor facilities Manager from DCC should be consulted for support and advice on potential funding opportunities and assistance in developing the proposed project.

6) Finance Report

PART A: FOR INFORMATION					
1. INCOME		Walker & Morrell Funeral Directors (Double Burial Plot LW)	£616.00		
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 - July £441.19 & August £441.39	882.58	303403	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - July £110.40 & August £110.20	220.60	303404	
3	Special Branch Tree Services NE Ltd	Cemetery Maintenance - June 23	373.16	303411	
4	Special Branch Tree Services NE Ltd	Village Green maintenance - June 23	336.00	303412	
5	Special Branch Tree Services NE Ltd	Cemetery Maintenance - July 23	373.16	303413	
6	Special Branch Tree Services NE Ltd	Village Green maintenance - July 23	336.00	303414	
TOTAL			2521.5		
B) Expenditure requiring approval					
ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
7	Leamside Nurseries Limited	52 x 60l compost - planters	260.00	Y	303405
8	St Mary's Church	Hire of Meeting Room - 19/1/23, 16/2/23, 20/2/23 (EP) & 16/3/23	40.00	Y	303406
9	St Marys Church	Hire of Meeting Room- April- July 23	40.00	Y	303415
10	Jones Boyd (Durham) Limited	Maintenance of Payroll June 23	90.00	Y	303407
11	DCC	Trade Waste Service - Cemetery	948.17	Y	303408
12	Odlings Ltd	Supply of Memorial Leaves x 2 (ET & LR)	170.40	Y	303409
13	M Ramshaw	Reimbursement - Stamps x 16 1st Class	17.60	Y	303410
14	G Coates	Summer bedding planting	210.00	Y	303416
TOTAL			1776.17		
Total Expenditure A + B			4297.67		

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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

No planning applications within the Parish had been received via the DCC weekly email.

8)Q1 Bank Reconciliation

The Parish Clerk referred members to the Q1 bank reconciliation. Cllr Diggory agreed to check the reconciliation against the bank statement and sign off for accuracy.

9) 2023/24 Budget – Q1 Monitoring Report

The Parish Clerk referred members to the previously circulate Q1 budget update. The Parish Clerk advised members on the information and there were no questions. Parish Council noted the Report.

10)Christmas Arrangements 2023

Parish Council resolved to approve the cost supplied by DCC of £2885.97 for supply, erection and disposal of the Christmas Tree. Parish Council agreed to switching on the Christmas Lights on 25th November 2023. The date of 21st December 2023 was agreed for carols around the Christmas tree.

11)West Rainton & Leamside Village Partnership update

A meeting took place last night. Discussions were centred on the Village Show for September.

12) Smaller Councils Forum Update

No information for discussion.

13) General Correspondence

Cllr Wallage advised members that she had been contacted by the Green Group regarding the stone bench that had replaced on old and damaged metal bench at the top of Mark's Lane to clarify responsibilities for maintenance. The steps to the bench had been damaged by vehicles and were considered unsafe. Parish Council had supported the installation of the stone bench by the Green Group in 2018 which was to be maintained by the Group but would be included on the Parish Council's public liability insurance. At the time no proposals for the installation of any steps leading to the bench were shared with the Parish Council. Given the close proximity of the steps to the highway on a bend, Parish Council considered that if they were repaired (Green Group responsibility) the increased risk of public liability would remain as they would likely be damaged again.

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Date.....

Parish Council resolved to request the Green Group to arrange for the steps to be removed.

14) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 21st September 2023 at 19:00 in St Marys Church Meeting Room.

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