

West Rainton & Leamside Parish Council
Minutes of the Parish Council Meeting held
at 19:00 on 18th January 2024
At St Mary's Church Meeting Room, West Rainton

Present: Councillors I Diggory, B Kellett, M Massey, P Morson, A Wallage (Chairperson) and K Wood

In Attendance: M Ramshaw (Parish Clerk)

NOTE The meeting was not audio or video recorded.

1) Apologies

An apology was received from Cllr Boettcher (holiday). **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

No members of the public were present.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 16th November 2023 be approved as a correct record.

5) Parish Councillor Vacancies

The Parish Clerk advised that no application forms had been received for the two Parish Councillor vacancies. **Parish Council resolved** to approve a further advert for co-option to the vacancies with a closing date of 13th March 2024.

Signature.....

Date.....

6) Finance Report

WEST RAINTON & LEAMSIDE PARISH COUNCIL					
ITEM:	6	FINANCE REPORT			
DATE:	18/01/2024				
PART A:	FOR INFORMATION				
1. INCOME		Re-open (JF) Co-Op Houghton	£185.00		
		New (JP) Co-Op Sherburn	£616.00		
		2 x Memorial Leaves (SD)	£334.00		
		Credit Interest (Instant Access Acct)	£346.71		
2. EXPENDITURE					
A) Expenditure previously agreed by Parish Council due this month					
ITEM	PAYEE	PURPOSE	Payment Method	AMOUNT (£)	
1	M Ramshaw	Parish Clerk Net Salary - Jan 24	BACS	482.55	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Jan 24	BACS	120.60	
3	Jones Boyd (Durham) Ltd	Maintenance of Payroll - 31/12/23	BACS	90.00	
4	Special Branch Tree Services NE Ltd	Cemetery maintenance - Dec 23	BACS	373.16	
5	EON	Dec DD	Direct Debit (Dec)	30.00	
6	WR&LCA	Jubilee Hall Grant payment 1 (due 1/1/24)	BACS (Dec)	834.00	
7	WR&LCA	Jubilee Hall Grant payment 2 (due 1/2/24)	BACS	833.00	
8	Unity Trust Bank	Service Charge Q3	Direct Debit (Dec)	18.00	
9	Information Commissioner	Data Protection Fee Renewal	BACS	£40.00	
		TOTAL		2821.31	
B) Expenditure requiring approval - Expected Invoice Pending					
ITEM	PAYEE	PURPOSE	Payment Method	AMOUNT (£)	BUDGET PROVISION
10	Leamside Nurseries	Bedding Plants	BACS (Dec)	483.00	Y
11	WR&LCA	Carols around Xmas Tree Refreshments	BACS (Dec)	179.26	Y
12	M Ramshaw	Reimbursement - Stamps 4 x 1st Class	BACS	5.00	Y
13	M Ramshaw	Reimbursement - Printer Cartridge	BACS	42.49	Y
14	Pittington Brass Band	Carols around Xmas tree donation	BACS (Dec)	150.00	Y
		TOTAL		859.75	
Total Expenditure A + B				3681.06	

Parish Council resolved to:

- Note income and expenditure reported for information in Part A
- Approve expenditure listed in Part B

7) Planning Applications

No planning applications had been received by Durham County Council.

8) Notification of Appeal for DM/21/01404/FPA (Creation of a Football Centre at Leamside Equestrian Centre)

Cllr Diggory advised members of the appeal that has been submitted with regards to the refusal of planning permission by DCC. A public meeting took place yesterday (Wednesday 17th January) which attracted a good attendance of local people.

Nick Rippon (Senior Parliamentary Assistant for the office of Mary Foy) was in attendance.

Cllr Diggory advised that a member of the public has already completed a very good letter of objection to the appeal which will be submitted.

Cllr Wallage advised that everyone who had originally provided written representation are encouraged to log a further comment.

Parish Council resolved to agree a response should be submitted and that this be delegated to Cllrs Diggory and Wallage.

9) 2023/24 Budget – Q3 Bank Reconciliation

The Parish Clerk referred members to the Q3 bank reconciliation. Cllr Diggory agreed to check the reconciliation against the bank statement and sign off for accuracy.

10) 2023/24 Budget – Budget Position Q3

The Parish Clerk referred members to the information previously circulated on the budget position Q3. The Parish Clerk advised that the budget position is on target. Parish Council noted the current budget position.

11) Grant Applications 2024/25

The Parish Clerk referred members to the previously circulated information regarding the grant applications for the coming year. The Parish Clerk advised that the application for We Care West Rainton had been withdrawn due to the Project not going ahead.

Parish Council considered the five remaining applications. It was noted that four of the applications were from organisations that had applied for a similar grant in the previous year. One application was received which was new, and this was for The Brownies to contribute to their hire costs for Jubilee Hall.

In considering the applications Parish Council acknowledged that organisations are under financial pressures and that it may be applications for grants increase in the future. Parish Council also noted that two other of the applications included room hire costs for Jubilee Hall.

Parish Council **resolved to approve** the following four applications in full:

Signature.....

Date.....

- West Rainton & Leamside Village Partnership –Big Lunch & Annual horticultural show (2 applications)
- 1st Rainton Gate Brownies – Pantomime trip and hire costs for Jubilee Hall (2 applications)

The Parish Council welcomed the improved financial accounting information provided by DAY in support of their funding application. After due consideration of number of factors including other Parish Council contributions, income streams, financial challenges in the coming year for the Parish Council and the level of funding support awarded in previous years, the **Parish Council resolved** to approve a grant of £,3000, rather than the £5,000 requested. **It was also resolved** that this grant award should be classed as a restricted fund in DAY's accounts.

12) 2024/25 Draft Budget and Precept

The Parish Clerk referred members to the budget report previously circulated. Parish Council considered the position and felt that due to the reduction in the LCTRS grant, inflationary increases on some of its activities and a number of potential funding pressures going forward, a small increase should be applied this year.

Parish Council resolved to approve a 5% increase which would mean an increase for Band D of £2.59 a year.

13) West Rainton & Leamside Village Partnership – Feedback

Cllr Wallage advised members that the We Care West Rainton Project had been discussed at the VP Meeting and the Project was now on hold.

14) Smaller Councils Forum

There was no update.

15) General Correspondence

The Parish Clerk advised members that correspondence had been received to invite members to a hirer meeting and a public meeting at the Jubilee Hall when feedback from community consultation exercise would be given and discussed. This has been circulated via email. Members were also advised that they had been invited to attend the annual DAY Awards event. Details have been circulated via email. Cllr Wallage advised members that she had been contacted by The Green Group who had carried out a community litter pick at Adventure Lane which filled 24 bags of rubbish. Cllr Wallage advised that she would raise the on-going issue of litter in this area with DCC.

16) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 15th February 2024, 7pm in St Marys Church Meeting Room.