

West Rainton & Leamside Parish Council
Minutes of the Parish Council Meeting held
at 19:00 on 15th February 2024
At St Mary's Church Meeting Room, West Rainton

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

In Attendance: M Ramshaw (Parish Clerk)

NOTE The meeting was not audio or video recorded.

1) Apologies

An apology was received from Cllr Wood (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 18th January 2024 be approved as a correct record.

Signature.....

Date.....

5) Finance Report

PART A: FOR INFORMATION					
1. INCOME		Aldersons (Burial SF)	£246.00		
		A Clark (Memorial Leaf - RT)	£167.00		
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 - Feb 24	BACS	482.55	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Feb 24	BACS	120.60	
3	Special Branch Tree Services NE Ltd	Cemetery maintenance - January 24	BACS	373.16	
4	Narked Ltd	New Website Hosting	BACS	225.00	
5	Narked Ltd	Domain Registration	BACS	240.00	
6	Narked Ltd	Construction of Website	BACS	479.00	
7	EON Ltd	Electricity Supply (1/2/24)	DD	30.00	
8	WR&LCA	Jubilee Hall Grant payment 3 (due 1/3/24)	BACS	833.00	
		TOTAL		2783.31	
B) Expenditure requiring approval - Expected Invoice Pending					
ITEM	PAYEE	PURPOSE	Payment Method	AMOUNT (£)	BUDGET PROVISION
9	Odlings Ltd	2 x Memorial Leaves	BACS	195.60	Y
10	Anglian Water Business (National) Ltd	2/11/23 to 23/2/23 plus previous Bill not received 2/8/23 - 1/11/23	BACS	41.34	Y
11	SLCC	SLCC Membership Renewal	BACS	112.00	Y
12	M Ramshaw	Reimbursement Printer Cartridges - Full Set XLHP	BACS	133.33	Y
		TOTAL		482.27	
Total Expenditure A + B				3265.58	

Parish Council resolved to:

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

6) Planning Applications

No planning applications had been received from Durham County Council in the weekly planning data.

7) Cemetery Fees Review

The Parish Clerk referred members to the previously circulated report. **Parish Council resolved** to agree the recommended 5% inflationary increase to the

cemetery fees as proposed in the report and increase the fee for a memorial leaf to £180.00 due to the increase in supplier costs.

8) Cemetery – Memorial Installation Request

The Parish Clerk advised members that he had been in correspondence with a lady regarding the installation of a memorial in the Cemetery to tidy up a grave as she was having difficulty keeping it tidy. The Parish Clerk advised that there was a request to allow the lady concerned to organise the installation of a memorial kerb set by a family member who was able to carry out the work. Whilst the grave was located in the older part of the cemetery where kerb sets are permitted, the Parish Council's policy on memorial installations requires that they must be installed by a professional memorial mason who should provide details of proposed installation to the Parish Council for approval prior to installation. The lady was aware of this policy but was hoping this policy could be relaxed as she could not afford the cost of such an installation.

Members considered that the current policy was necessary to ensure all new memorials were installed in accordance with appropriate Health & Safety Standards and by contractors with appropriate public liability insurance. This request was therefore refused.

However, to assist the lady in keeping the grave tidy, it was agreed that the Parish Council should offer to clear the sunken grave, top it up and seed. Once the grass was established no future maintenance would be required as the grass would be regularly cut by our grounds maintenance contractor.

9) West Rainton & Leamside Village Partnership – Feedback

Cllr Wallage advised that there hadn't been a meeting of the Partnership.

10) Smaller Councils Forum

Cllr Boettcher referred members to the report she had circulated. Members noted the content.

11) General Correspondence

The Parish Clerk advised that he had received correspondence from DAY, after the agenda for the meeting had been issued, regarding the outcome of their funding application and that a further request for funding had been made. It was agreed that the request should be reported to the next meeting for consideration.

The invitation to the DAY Annual Event 21 March was discussed and it was agreed that Cllr Wood is to attend on behalf of the Parish Council.

12) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 21st March 2024, 7pm in St Marys Church Meeting Room.

Signature.....

Date.....