

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 on 19th January 2023

At St Mary's Church Meeting Room, West Rainton

Present: Councillors I Diggory, B Kellett, M Massey, 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 Cllr Boettcher who is on holiday. **Parish Council resolved** to approve this absence.

No apology had been received by Cllr Morson and therefore his absence was not approved.

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 17th November 2022 be approved as a correct record.

5) Parish Councillor Vacancies

a) The Parish Clerk advised that Cllr Lowrie had resigned from her position. Electoral Services had been informed and a notice of vacancy was currently in place until 1/2/23. If 10 electors request an election then an election will take place. If not the vacancy will be filled through the co-option process. Parish Council noted the situation.

b) The Parish Clerk advised that there had been no applicants for the current vacancy and suggested a new date of 6/2/23 for applications. **Parish Council resolved** to approve the next deadline for applications.

Signature.....

Date.....

6) Finance Report

PART A: FOR INFORMATION					
1. INCOME		Gibsons (CB New Single) BACS	£666.00		
		Sherburn Co-op (FC New Single) Cheque	£666.00		
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 - Jan 23	441.39	303332	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Jan 23	110.20	303333	
3	Marmax Products Ltd	10 x benches	3799.20	303334	
4	Marmax Products Ltd	8 x hexagonal planters	2949.12	303335	
5	Special Branch Tree Services	Cemetery Maintenance Nov & Dec 22	746.32	303336	
6	Information Commissioner	Data Protection fee renewal	40.00	303337	
7	Jones Boyd (Durham) Limited	Payroll maintenance 31/12/22	90.00	303338	
		TOTAL	8176.23		
B) Expenditure requiring approval					
ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
8	M Ramshaw	Re-imburement 12 x 1st class stamps	11.40	Y	303339
9	M Ramshaw	Re-imburement Zoom Subs 16/11 -15/12, 16/12 - 15/1/23 & 16/1-15/2/23)	43.17	Y	303340
10	M Ramshaw	Re-imburement Brass Band donation (Christmas)	120.00	Y	303341
11	WR&L Community Association	Refreshments in Jubilee Hall - Carols around the Christmas Tree	161.28	Y	303342
12	Leamside Nurseries	12 x 60l Compost	60.00	Y	303343
13	Special Branch Tree Services	Cemetery - Broken tree removal	600.00	Y	303344
14	St Marys Church	Hire of meeting room 20/10 & 17/11/22	20.00	Y	303345
15	CDALC	Training - Roles and Responsibilities KW 27/9/22	10.00	Y	303346
16	M Ramshaw	ReImbursement Christmas Lights	39.96	Y	303349
17	M Ramshaw	ReImbursement batteries for lights, clips and cable ties	33.60	Y	303348
		TOTAL	1099.41		
Total Expenditure A + B			9275.64		

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) Budget Position Q3 2022/23

The Parish Clerk referred members to the previously circulated update on the budget position. There were no queries on the information and the Parish Council remains in a good financial position. Parish Council noted the contents.

8) 2022/23 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.

9) Grant Applications 2023/24

The Parish Clerk referred members to the information circulated regarding the 4 grant applications that have been received. Parish Council considered the four applications.

With regards to the Durham Area Youth application there was some discussion around how the purchase of Jubilee Hall by DAY would impact on the rent they pay due to the rent being included within the grant application. Parish Council asked the Parish Clerk to include a grant condition regarding the rent element of the application being returned if rent was not payable once the building had been purchased. **Parish Council resolved** to approve all grant applications.

10) 2023/24 Draft Budget and Precept Report

Parish Council considered the precept report and appendix circulated. **Parish Council resolved** to approve no increase in the precept and approved the draft budget as detailed in the appendix. Parish Councillors felt the decision not to increase the precept should be included in the next Village News article.

11) Planning Applications

- a) Weekly planning applications – none had been received
- b) Neighbourhood Notification Letter for DM/21/02634/FPA – Ryehill Farm. Cllr Wallage advised that the deadline for the response is 1st February 2023. Parish Council resolved to approve delegated responsibility to Cllrs Wallage and Diggory to write and submit the response.
- c) Neighbourhood Notification Letter DM/21/014/04/FPA – Leamside Equestrian Centre. Parish Council was advised that a further response of objection, prepared under the agreed delegated authority, was submitted 28th November 2022.

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Date.....

12) The future Of Jubilee Hall

Cllr Wallage referred members to the previously circulated update. Parish Council noted the contents of the update.

13) Community Emergency Plan

Cllr Wallage gave a brief update on the work undertaken to date by the Community Emergency Group (CEG). The group currently consists of 3 resident volunteers and Cllr Wallage. The group is supported by an officer from the Civil Contingency Unit of DCC. The group has met three times. The last meeting was held on 16th January. Whilst some good progress has been made in understanding what's involved and the assessment of potential risks, more input and support is needed from the community. The CEG is planning to hold a "drop in", event in the Jubilee Hall in March (Date TBA). An article is planned for the next edition of Village News to raise awareness, publicise the event and encourage everyone to attend to find out more and how they can help.

14) School Avenue Park Project

Cllr Wallage informed members that, after detailed consideration, a preferred scheme for the Adult Gym had been agreed with Cllr Boettcher. This, together with a budget quotation was submitted to the DCC Outdoor Facility Manager in December. The scheme submitted was slightly over the proposed budget. A response was awaited from DCC to see how the scheme could now be progressed.

15) Ongoing Projects

Cllr Wallage advised members that DCC had taken delivery of the benches and planters in December. The installation cost was still awaited. Cllr Wallage also made Parish Council aware that the Find and Fix Team from DCC have done some environmental improvement work around the Doctors Surgery.

16) Arden House

Cllr Wallage advised that Cllr Diggory, Cllr Kellett and herself had met with Believe Housing on 18th January 2023 to discuss the current position. Cllr Diggory reported to members that the property is in need of a £44k revamp which includes, for example, a new access ramp and alarm system. A tenant remains upstairs. Believe Housing advised a review of 16 community hub properties, started over a year ago, is nearing completion. A report of the findings of the review group, with recommendations, will be considered by the board in April. Despite this tight timescale, there is still an opportunity to make a case for the ground floor being retained as a community facility, if it could be leased to a community organisation. Believe Housing agreed to contact Cllr Diggory with some further information.

Signature.....

Date.....

Parish Council resolved to explore potential options for continued community usage once further detail is received from Believe Housing.

17) Review of Electoral Ward Boundaries

Cllr Kellett referred to the consultation exercise being carried out by the Local Government Boundary Commission on DCC's electoral division boundaries. Cllr Kellett advised that under DCC's current proposals, the existing Sherburn Division will be split up. It is proposed to merge West Rainton Parish with Framwellgate Moor and Newton Hall to create a new division. Parish Council was concerned that this proposal could leave the Parish under represented. It was noted that both County Councillors have challenged the proposals.

Parish Council resolved to submit a response to the consultation exercise objecting to the proposals. As the consultation deadline was 30th January, this task was delegated to Cllr Wallage in consultation with the Parish Clerk.

18) Unregistered Footpath

Cllr Wallage advised members of the unregistered well used footpath that runs from the Dene to footpath 21, leading to Rainton Meadows. This path has been used for over 20 years and would therefore meet the criteria for it to become registered as a Public Right of Way. To protect the path as an amenity for the local community, it was proposed that an application be made to DCC to have the path registered. The DCC public right of way officer has provided information on the process and support for such action has been welcomed by the Green Group and the Village Partnership.

Parish Council resolved to submit an application seeking registration and that Cllr Wallage collate the required evidence to support it.

19) West Rainton & Leamside Village Partnership update

Cllr Wallage advised members that the regular village market event is thriving and that there was discussion around setting up a food bank within the Village.

20) Smaller Councils Forum Update

No update.

21) General Correspondence

The Parish Clerk advised members that an email had been received inviting applications for a Parish Councillor representative on the DCC Standards Committee. Cllr Wood advised that he would like to apply. **Parish Council resolved** to nominate Cllr Wood.

The Parish Clerk reminded members of the invitation received from DAY to the Young People Awards 2023 on 30th March 2023. Parish Councillors can book tickets through the email previously circulated.

Signature.....

Date.....

22) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 16th February 2023 at 19:00 in St Marys Church Meeting Room.

Signature.....

Date.....