



Mark Ramshaw
Parish Clerk
62 Trevelyan Place
Peterlee
County Durham
SR8 2NL

Tel: 07368964142

Email: clerk@westraintonandleamsidepc.gov.uk

13th June 2025

Dear Councillor

You are duly summoned to attend the meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 19th June 2025 at St Mary's Church Meeting Room, West Rainton.

Members of the public are welcome to attend.

Agenda

- 1) Apologies for absence:
Parish Council to receive apologies and approve reasons for absence
- 2) Declarations of Interest:
 - a) To declare any personal interests in items on the Agenda and their nature.
 - b) To declare any prejudicial interests in items on the Agenda and their nature. (Councillors with prejudicial interests must leave the room for relevant items)
- 3) Public Participation:
Questions to be taken from members of the public for a maximum of 15 minutes in line with the Parish Council's Public Participation policy.
- 4) Minutes: To consider approval of the minutes of the Parish Council meeting held on 15th May 2025
- 5) Finance:
Parish Clerk to report on financial position and seek approval for payments due in June 2025
- 6) Planning Applications:
 - a) Parish Council to consider previously circulated planning notifications from DCC – None received
 - b) Station Road Development – Parish Council to consider response for submission to DCC re: Planning Application Appeal
- 7) Jubilee Hall – Update from Working Group
- 8) Notice of Motions:
To consider the following notice of motions proposed by Councillor Stabler (Please see supporting document for further detail)
 - a) Data Protection Breach – Publication of parish clerks pay

- b) Introduction of a Service Level Agreement – to outline expectations for responding to telephone calls and emails
- c) Emergency delegated powers to parish clerk – to deal with 3 specific emergency situations
- d) Freedom of Information Disclosure Log - to be made available on the Parish Council website
- e) Automated External Defibrillator (AED) – installation of an additional defibrillator
- f) West Rainton By PHILIP RONAN – to make the publication available on the Parish Council website
- g) To install a permanent Christmas Tree on the Village Green
- h) Correction to data protection registration
- 9) Summer Planting / Heritage Garden Maintenance – Verbal update from Parish Clerk
- 10) General correspondence: For consideration
- 11) To note date and time of next meeting:
Thursday 17th July 2025 at 19.00.

Signed:



Mark Ramshaw, Parish Clerk, West Rainton Parish Council

Relevant papers for the meeting will be published on the Parish Council's website

Website: www.westraintonandleamsidepc.gov.uk

Link: [Ordinary Meetings – West Rainton & Leamside Parish Council](#)