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12th September 2025

Dear Councillor

You are duly summoned to attend the meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 18th September 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 and consider any apologies.
- 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 of last meeting.**
 - (a) To consider approval of the minutes of the Parish Council meeting held on 17th July 2025 and
 - (b) To review any actions arising from these minutes.
- 5) **Co-Option to Parish Councillor Vacancies.** Parish Council to consider any applications and agree a new deadline for expressions of interest if required.

- 6) **Finance.** Parish Clerk to report on financial position and seek approval for payments due in September 2025.
- 7) **Annual Governance and Accountability Return 2024/25.** Parish Council to receive and approve the audited Annual Return by Mazars LLP (external auditor)
- 8) **Planning Applications.** Parish Council to consider previously circulated planning notifications from DCC.
- 9) **Heritage Garden.** Parish Council to consider report and replacement of benches and proposed works
- 10) **Jubilee Hall.** Update from Cllr Langford
- 11) **Road Safety.** Parish Council to consider approach and requirements for action to improve road safety across the parish
- 12) **Notices of 12 Motions:** To consider the following notices of motions proposed by Councillor Stabler (Please see supporting documents for further details)
 - a) **Station Road development concerns**
Motion: That local residents' concerns are noted and the Parish Council monitors the ongoing situation.
 - b) **War Memorial Valuation**
Motion: That the Parish Council increases the value of the War Memorial to a minimum of £7,600 (original cost-plus compound inflation), and seeks advice from Historic England, The War Memorial Trust or Imperial War Museum for guidance about establishing a more realistic valuation for insurance purposes.
 - c) **Adoption of an Information Management System**
Motion: That the Parish Council immediately introduces a unique distinct identification number (UIN) to all documents, communications, emails, letters , calls, complaints, internal reports / advice, NALC / CDALC / SLCC communications, FOI, SARS, Asset Register etc.
 - d) **Creation of a Cemetery Group**
Motion: That the Parish Council commences a 6 month consultation exercise to gauge public interest in the creation of "A Friends of West Rainton and Leamside Cemetery Group" similar to other groups throughout the country.
 - e) **Cemetery Maintenance**
Motion: That the Parish Council updates its cemetery regulations to increase the size of adult graves to 9ft x 4 ft which takes into account both vertical and

horizontal spacing between burials, the cemetery maintenance contract is reviewed to ensure areas within grave surrounds and headstones are maintained, and where families have opt-out the councils work flexibly and in partnership with the bereaved.

f) **Financial Regulations**

Motion: Proposed Amendment to West Rainton and Leamside Parish Financial Regulation Item 5.18 to ensure more stringent financial management of council resources by the Responsible Financial Officer (RFO) and an appropriate level of oversight by Members.

g) **Road Safety – Moorsley Road**

Motion: That the Parish Council write to Durham County Council's Highways Department to raise the issue of road safety on this section of road and supports the installation of traffic management / calming measures and street lighting.

h) **Public Transport**

Motion: That West Rainton and Leamside Parish Council writes to Durham County Council's Integrated Passenger Transport Team (copying the Lumley and West Rainton Division County Councillor's into this communication) about re-establishing this hourly bus route through the village to service the local population.

i) **Road Safety – Station Road**

Motion: That the Parish Council raises the issue of road safety on Station Road Bank with DCC Planning and Highways Departments to see whether additional off-road parking can be provided by Banks Homes or Durham County Council alternatively traffic calming measure in the form of a "Priority To Oncoming Traffic" contra flow system heading towards West Rainton from Leamside can be installed.

j) **Local Government and Social Care Ombudsman (LGSCO) Consultation**

Motion: The Local Government and Social Care Ombudsman will be charged with investigating complaints from individual members of the public that they suffered injustice arising from maladministration in all local authorities, and be able to recommend redress to remedy that injustice including financial compensation. I move the Parish Council notes the ongoing consultation.

k) **Number of Parish Council Meetings**

Motion: Propose standing orders are immediately amended so that the parish council holds 6 bimonthly meetings annually in May, July, September, November, January and March.

l) **Access to Village Green Map**

Motion: That the Parish Council makes available on its website the Village Green Map for ease of reference for local residents.

- 13) **Supply of Christmas Tree.** Parish Council to receive DCC quotation
- 14) **Smaller Councils Forum.** Update from Cllr Wallage
- 15) **West Rainton and Leamside Village Partnership.** Feedback from Cllr Diggory
- 16) **General correspondence:** For consideration
- 17) To note date and time of next meeting:
Thursday 16th October 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:
<http://westraintonandleamsidepc.gov.uk>.