

West Rainton & Leamside Parish Council
Minutes of the Parish Council Meeting held at
19:00 On Thursday 16th January 2025
at St Mary's Church Meeting Room, West Rainton

Present: Councillors I Diggory (Chairperson), B Kellett, A Wallage, K Wood, S Corfield

In Attendance:

The Parish Clerk was not in attendance. He had given prior notice that he was unable to attend due to ill health. In his absence, Cllr Wallage offered to present the financial reports previously circulated on behalf of the Clerk and to take the minutes.

NOTE:

The meeting was not audio or video recorded.

1) Apologies for Absence

Apologies had been received from Cllr Boettcher (Holiday), Cllr Langford (health issue) and Cllr Massey (Clerks Note: Cllr Massey had given a reason for being unable to attend due to another appointment although this had not been shared at the time of the meeting). Cllr Morson was not in attendance and no apology had been received.

Parish Council resolved to approve the absence of Cllrs Boettcher, Massey and Langford and that the other absences would be recorded as unauthorised.

2) Declarations of interest

It was agreed that declarations of interest would be dealt with as and when the need arose.

3) Public Participation

3 members of the public were in attendance for this item. The Secretary and Treasurer of the Community Association, Janet Tayler, referred to her email sent to the Parish Clerk. This had not been circulated prior to the meeting but its receipt was to be reported under the general correspondence item for information. The contents of the email were read out by Janet, after which a request was made for the Parish Council to increase the precept to fund a centre manager. Janet was advised that whilst the precept was on the agenda for this meeting, this request could not be considered as it was not on the agenda. The Chair advised that it would be added to the agenda for the next meeting but further information would be required for this request to be fully considered.

Signed:.....

Dated:.....

4) Minutes of Previous Meeting

Parish Council resolved that the minutes of the Parish Council meeting held on 21st November 2024 be approved as a correct record.

5) Planning Applications

2 planning applications within the Parish had been circulated by Durham County Council since the last meeting.

These were:

27 Station Road.

Ref DM/24/03332/FPA – Change of use of land from open space to domestic curtilage and enclosure with 1.8m high timber fencing including vehicular gate (retrospective).

The Chair advised that this application related to a request made by the owner to purchase the open space in question from DCC, previously considered by the Parish Council, where concerns were raised about the inappropriateness of the vehicle access. As the 21 day response period would expire prior to the date of this meeting, the Chair advised that he had prepared a response objecting to the application reflecting Parish Council's concerns about the vehicle access. This was submitted to DCC by the Parish Clerk. Cllr Kellett also advised he had objected as DCC ward member.

Land to the North of Priors Dale, Pit House Lane

Ref DM/24/03423/FPA, Submitted by Northumberland Water Ltd
Change of use from agricultural land to operational land and retention of the gravel hard standing area.

Parish Council resolved a response was not necessary.

Signed:.....

Dated:.....

6) Finance Report

1. INCOME		VAT Re-Claim (2023/24)	£2,921.37			
		Instant Access Credit Account - Interest (31/12/24)	£526.15			
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 - January 25	BACS	497.62		
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - January 25	BACS	124.60		
3	Special Branch Tree Services NE Ltd	Cemetery Maintenance - Nov24	BACS (Paid Dec)	391.81		
4	Special Branch Tree Services NE Ltd	Cemetery Maintenance - Dec 24	BACS	391.81		
4	Special Branch Tree Services NE Ltd	Cemetery Maintenance - July 24 (unpaid invoice 2070)	BACS (Paid Dec)	391.81		
5	Special Branch Tree Services NE Ltd	Village Green Maintenance - July 24 (unpaid invoice 2071)	BACS (Paid Dec)	336.00		
6	Lloyds Bank	Service Charge (Debit Card)	Direct Debit	3.00		
7	Unity Trust Bank	Service Charge - Dec	Direct Debit	6.00		
8	Jones Boyd	Maintenance of the Payroll Date 31/12/24	BACS	90.00		
9	EON	Electricity Supply - January	Direct Debit	30.00		
		TOTAL		£2,262.65		
B) Expenditure requiring approval						
ITEM	PAYEE	PURPOSE	Payment Method	AMOUNT (£)	BUDGET PROVISION	
10	The Gilpin Press	Christmas Posters	BACS	55.87	Y (Paid Dec)	
11	The Cumbria Clock Co	Claock Service	BACS	222.00	Y (Paid Dec)	
12	St Marys Church	Room Hire - Nov 24	BACS	20.00	Y (Paid Dec)	
13	WR&LCA	Provision of refreshments 19th Dec 2024 - Carols at Jubilee Hall	BACS	178.58	Y	
13	Information Commissioner Office	Annual Data Protection Fee	BACS	40.00	Y	
14	Cartidge Save	Black Ink - HP Printer	Debit Card	37.98	Y (Paid Dec)	
		TOTAL		£554.43		
Total Expenditure A + B				£2,817.08		

Parish Council resolved to:

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

7) Budget Position Q3 2024/25

Parish Council noted the report and the forecast outturn for the year.

8) Q3 Bank Reconciliation

Parish Council noted the report

9) Grant applications

Parish Council considered funding applications received as summarised in the report previously circulated. Consideration was also given to additional information received from Not a Statistic Northeast CIC, as this related to a new service from a new applicant.

Signed:.....

Dated:.....

Parish Council resolved to approve all applications and in the case of the application from the new applicant, some additional grant conditions would be appropriate. These were for the organisation to clarify how residents living in the parish would be made aware of the service/invited to attend and provision of feedback at the end of the period to which the funding related on how many residents from the parish used the service.

10) 2025/26 Draft Budget & Precept Report

Parish Council discussed the precept report and draft budget previously circulated based on a standstill basis i.e. without any increase in the precept.

Parish council resolved that no increase in the precept was necessary for next year and the draft budget presented be approved.

11) Cemetery Maintenance Contract 2025/26

The Chair advised that it had now become necessary for the Parish Clerk to request quotations, as it had not been possible to negotiate on extension of the contract with the current provider.

Parish Council noted the position and the closing date for return of quotations of 31st January.

12) Annual Plan 2024/25

Cllr Diggory advised the annual plan needed further consideration and that he had created a new version of the plan in excel format, for ease of update, which he would circulate.

13) School Avenue Park Project – Fencing Quotations

Cllr Wallage advised that 2 quotations had now been received, from DCC's Area Supervisor Clean & Green North, for the 2 options discussed at the previous meeting for fencing to enclose the facilities to create a safer family friendly park area. These were £15,200 for the shorter option and £16,500 for the longer option. (plus VAT). The Area Supervisor was happy to support which ever option the Parish Council preferred and would take the project forward as a DCC project and apply for S106 monies available to fund the project.

Parish Council resolved to approve the longer fencing option.

14) West Rainton & Leamside & Village Partnership

Parish Council noted a verbal update from Cllr Diggory who referred to the minutes of the last VP meeting as he had been unable to attend.

15) Smaller Councils Forum

No update, as Cllr Boettcher not in attendance.

Signed:.....

Dated:.....

16) General Correspondence

Cllr Wallage advised that she and the chair of the village partnership (Joan Campbell) had received invitations from Banks Group, just before Christmas, to attend a County Durham Environmental Awards evening as their guest. The receipt of the invitation had been referred to the Chair who was happy for Cllr Wallage to attend as the Parish Council's representative.

17) Date and time of next meeting

It was noted that the next meeting is Thursday 20th February at 7.00pm

Signed:.....

Dated:.....