

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 On Thursday 21st July 2022

At St Mary's Church Meeting Room, West Rainton

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

In Attendance: M Ramshaw (Parish Clerk) & Emily Burns (Durham Area Youth)

NOTE The meeting was not audio or video recorded.

1) Apologies

No apologies were required as all members present.

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 14th June 2022 be approved as a correct record.

5) Co-Option to Parish Council Vacancies

The Parish Clerk advised members that one application had been received from Kevin Wood. Kevin was in attendance and was duly co-opted onto the Parish Council. The acceptance form was signed and witnessed by the Parish Clerk. Parish Council resolved that the remaining 2 vacancies be readvertised with a closing date of 5th September 22.

6) Durham Area Youth

Emily Burns was in attendance to update members on news from Durham Area Youth. She advised members that she has been appointed to the role of Chief Executive and that she would be working 3 days a week.

Emily provided an update report for members and advised that she would attend another Parish Council meeting in February or March 2023 to provide a further update.

Signature.....

Date.....

7) Finance Report

PART A: FOR INFORMATION					
1. INCOME		14/6/22 E-On Next Refund	£92.55		
		Jones Boyd (HMRC Credit)	£101.20		
		Carol Finn Funeral Directors (KD)	£555.00		
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 - July (£405.56) & August 2022 (£405.56)	811.12	303273	
2	HM Revenue and Customs Only 465PD00171320	HMRC Liability - July (£101.40) & August 22 (£101.40)	202.80	303274	
3	Special Branch Tree Services Ltd	Cemetery Maintenance June 2022	373.16	303275	
4	Special Branch Tree Services Ltd	Village Maintenance June 2022	336.00	303276	
5	Brambledown	Groundworks for installation of memorial tree	5081.23	303277	
		TOTAL	6804.31		
B) Expenditure requiring approval					
ITEM	PAYEE	PURPOSE	AMOUNT (£)	BUDGET PROVISION	CHEQUE NO.
6	Durham County Council	Trade Waste Collection - Cemetery	877.76	Y	303278
7	E-On Next	Electricity Supply - Feeder Pillar - 16/3 - 12/4/22	11.55	Y	DD
8	E-On Next	Electricity Supply - Feeder Pillar - 16/3 - 31/3/22	113.18	Y	DD
9	M Ramshaw	Re-Imbursement HP Instant Ink 18/5-17/6/22	93.99	Y	303279
10	M Ramshaw	Re-imbursement HP Instant Ink 18/6-17/7/22	9.99	Y	303283
11	Jones Boyd (Durham) Limited	Maintenance of Payroll 30/6/22	90.00	Y	303280
12	M Ramshaw	Re-Imbursement 1st class stamps x 18	17.10	Y	303281
13	G Coates	HG and Village Maintenance	79.00	Y	303282
		TOTAL	1292.57		
Total Expenditure A + B			8096.88		

Parish Council resolved to:

Signature.....

Date.....

1. Note income and expenditure reported for information in Part A
2. Approve expenditure listed in Part B
3. Note the update from the Parish Clerk regarding the position regarding E-ON automatic direct debit payments and that a credit would be made to correct the overpayment included in the payment of £113.18.
4. Send a letter to DCC regarding the practicalities of its policy of requiring the parish council to have its own electric meter.

8) Planning Applications

One planning application was considered however members had no comments.

9) Q1 Bank Reconciliation

The Parish Clerk referred members to the Q1 bank reconciliation. Cllr Diggory agreed to check the reconciliation against the bank statement and sign off for accuracy.

10) 2022/23 Budget – Q1 Report

The Parish Clerk referred members to the Q1 budget monitoring report and discussed the update. **Parish Council resolved** to note the Q1 Report.

11) Community Emergency Plan

Cllr Wallage advised members that information provided following a CDALC training session had been circulated to them via email and asked members to consider if developing a community emergency plan was something that should be explored. Cllr Wood and Boettcher commented that it should be something that should be considered.

In accordance with guidance provided, **Parish Council resolved** that Cllr Wallage share the information with the Village Partnership to ascertain the views of our community groups on working together to develop a Plan.

12) Cemetery Bench Dedication

Cllr Kellett advised members that he had been approached by the family of Kathleen Carr who had asked if the Parish Council would consider dedicating one of the 2 new benches in the cemetery to Kathleen. Kathleen had been a parish councillor and a prominent member of the community. Parish Council fully supported this. **Parish Council resolved** to approve dedicating one of the benches to Kathleen Carr and Cllr Kellett was asked to speak to the family regarding the wording they wish to use.

13) West Rainton & Leamside Village Partnership update

Cllr Wallage advised that the recent accident at the A690 crossing was discussed and that a joint letter of concern was subsequently submitted to DCC.

Signature.....

Date.....

14) Smaller Councils Forum Update

Cllr Boettcher advised that she attended the forum on 14th July. Areas discussed were civility, respect and levelling up.

15) General Correspondence

There was no general correspondence for consideration.

16) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 15th September 2022 at 19:00 in St Marys Church Meeting Room.

Signature.....

Date.....