

West Rainton & Leamside Parish Council

Minutes of the Parish Council Meeting held

at 19:00 on 16th November 2023

At St Mary's Church Meeting Room, West Rainton

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

In Attendance: M Ramshaw (Parish Clerk)

NOTE The meeting was not audio or video recorded.

1) Apologies

Apologies were received from Cllr Massey (holiday). **Parish Council resolved** to approve this absence.

2) Declarations of interest

Cllr Kellett declared an interest in Item 16 on the Agenda due to involvement in his role as a County Councillor. It was agreed that any other declarations of interest would be dealt with as and when the need arose.

3) Public Participation

No members of the public were present.

4) Minutes

Parish Council resolved that the minutes of the Parish Council meeting held on 19th October 2023 be approved as a correct record.

Signature.....

Date.....

5) Finance Report

1. INCOME		Nil				
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 - Nov 23 (2023/24 Pay rise is now agreed which means backdated arrears to 1/4/23. These are included in Nov salary)	BACS	773.47		
2	M Ramshaw	Parish Clerk Net Salary - Dec 23	BACS	482.55		
3	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Nov 23	BACS	193.40		
4	HM Revenue and Customs Only 465PD00171320	HMRC Liability - Dec 23	BACS	120.60		
5	Special Branch Tree Services NE Ltd	Cemetery maintenance - Oct 23	BACS	373.16		
6	Special Branch Tree Services NE Ltd	Cemetery maintenance - Nov 23	BACS	373.16		
6	Special Branch Tree Services NE Ltd	Village Maintenance - Oct 23	BACS	336.00		
7	EON Next	Electricity Supply - Feeder Pillar (Monthly DD)	Direct Debit	30.00		
8	Gedney Bulb Company Ltd	Supply of Crocus & Daffodil bulbs	BACS	1950.00		
9	WR&LCA	Membership - Friends of Jubilee Hall	BACS	25.00		
10	Brambledown	Decorative Gravel - Memorial Tree (Not submitted on original invoice in 2022)	BACS	453.60		
TOTAL				5110.94		
B) Expenditure requiring approval						
ITEM	PAYEE	PURPOSE	Payment Method	AMOUNT (£)	BUDGET PROVISION	
11	M Ramshaw	Reimbursement - Poppy Wreath	BACS	23.98	Y	
12	Gary Coates	Village Maintenance	BACS	40.00	Y	
13	St Marys Church	Meeting Room Hire x 4 (May Sept Oct & Nov)	BACS	40.00	Y	
14	The Gilpin Press	Xmas Carols Posters	BACS	42.00	Y	
TOTAL				145.98		
Total Expenditure A + B				5256.92		

Parish Council resolved to:

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

6) Planning Applications

No planning applications had been received from Durham County Council.

Signature.....

Date.....

7) School Avenue Project - Update

Cllr Wallage advised members that all funding was now in place for the Project. Members were advised that DCC anticipate having a contract with a supplier in place for March 2024. This is a slight delay due to Sherburn PC undertaking a similar Project.

8) Electricity Supply

The Parish Clerk advised members that the electricity supply had been moved across to a 12 month fixed term plan which was a saving. Parish Council noted this.

9) Cemetery Maintenance Contract

The Parish Clerk referred members to the report regarding the cemetery maintenance for 2024/25. Due to the price and performance of the current contractor members did not feel that it would be beneficial to obtain further quotations. **Parish Council resolved** that the Parish Clerk negotiate a new contract with the existing contractor.

10) GP Surgery Communication

Cllr Boettcher explained to members that a Panel was set up in 2015. It was made up of interested parties and a representative from the Surgery. Members were advised that the Panel is no longer in operation and Cllr Boettcher suggested that it may be useful to restart the meetings.

Cllr Wallage advised that she had a meeting with County Councillor David Hall and the Surgery Practice Manager next week regarding parking issues and she agreed to raise the idea of the meetings resuming at that meeting.

11) West Rainton & Leamside Village Partnership – Feedback

Cllr Wallage advised members that St Marys had been selected to be the host of the Songs of Praise Christmas TV programme to be broadcast on 17th December. The Partnership had also discussed the Because We Care Project and how they are currently funding and supporting the Project. in applying for funding.

12) Smaller Councils Forum

Cllr Boettcher advised members that the focus of the Forum was financial, with discussions around the Tax Reduction Scheme and DCC saving plans.

13) General Correspondence

The Parish Clerk had no correspondence to discuss.

Cllr Diggory advised that he corresponded with Believe Housing regarding their intentions for Arden House however he had not had a response.

Signature.....

Date.....

14) Date and Time of Next Meeting

Parish Council noted the date and time of next meeting: Thursday 18th January 2024, 7pm in St Marys Church Meeting Room.

CONFIDENTIAL BUSINESS:

Parish Council resolved to exclude the press and public from the following item in accordance with the Public Bodies (Admission to Meetings) Act 1960 (Section 2)

15) Website Provision – Parish Council to consider report and quotations

The Parish Clerk referred members to the previously circulated report on the options available. **Parish Council resolved to approve** the recommendation of the Parish Clerk to appoint Parish Web and Host as its new website host, following DCC's decision to terminate this service from 31/3/2024, and that the Parish Clerk liaises with new contractor regarding the setup of the new website and DCC regarding the download and transfer of the existing site data.

16) Grant Application from West Rainton and Leamside Community Association – Parish Council to consider grant application

Cllr Kellett left the meeting (20:15).

Parish Council noted the confidentiality of reports commissioned by DAY that had been provided and circulated to members as supporting information for consideration of this application.

Cllr Wallage gave an appraisal of the situation and Parish Council discussed the situation.

The **Parish Council resolved** to approve the application. In addition to the standard grant conditions, Parish Council resolved that the grant offer was subject to the agreement of the following additional conditions:

1. The grant must not be used for the repayment of debt
2. The grant to be paid in monthly installations as follows:
 - 1/1/24 £834
 - 1/2/24 £833
 - 1/3/24 £833

Prior to the payment of each monthly instalment an update should be provided to the Parish Clerk, in the preceding month, on the award and /or receipt of other match funding relevant to this grant application.

Signature.....

Date.....

3. A budget is prepared for the period of this grant award , i.e., year ending 31/12/2024, by 31/3/2024 and arrangements put in place for this to be regularly monitored. Evidence of compliance to be provided to the Parish Council on request.

Signature.....

Date.....