



Mark Ramshaw
Parish Clerk
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9th January 2026

Dear Councillor

You are duly summoned to attend the meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 15th January 2026 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) **Parish Councillor Vacancies:**
 - a) Co-Option to Parish Councillor Vacancies – Parish Council to consider application for co-option
 - b) Parish Council to agree a deadline for applications for any further vacancies
- 4) **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.

- 5) **Minutes.**
 - a) To consider approval of the minutes of the Parish Council meeting held on 20th November 2025.
 - b) Review of any Actions arising from these minutes.
- 6) **Planning Applications.** Parish Council to provide any comments on previously circulated weekly planning notifications from DCC.
- 7) **Finance.** Parish Clerk to report on financial position and seek approval for payments due in January 2026
- 8) **Budget Position Q3 2025/26.** Parish Clerk to report financial position.
- 9) **2025/26 Budget – Q3 Bank Reconciliation.** Parish Council to note Bank Reconciliation.
- 10) **Grant Applications 2026/2027.** Parish Council to consider grant applications
- 11) **2026/27 Draft Budget and Precept.** Parish Council to consider draft budget proposals and set the precept
- 12) **Parish Councillor Dispensation.** Parish Council to consider application for dispensation in relation to activities related to the refurbishment of Jubilee Hall (Cllrs Langford and Wood).
- 13) **S106 Application.** Parish Council to consider S106 application submitted by West Rainton and Leamside Community Association regarding the renovation and refurbishment of Jubilee Hall.
- 14) **Cemetery Maintenance Contract.** Parish Council to consider extension for a further 12 months.
- 15) **Cemetery Tree Survey Report.** Parish Council to consider report of Special Branch Trees Services regarding the condition of trees in the Cemetery.
- 16) **Cemetery (Health and Safety).** Parish Council to consider issues around access to the current burial area to the rear of the Cemetery
- 17) **Motion – Asset Register updating.** I move that West Rainton and Leamside Parish Council updates its Asset Register to include items missing from the asset register and to the true value of assets it manages on behalf of the local community (Cllr Stabler- see supporting documents for further information).
- 18) **Motion – Annual Parish Meetings.** The Parish Council's addresses its failure to recognise the crucial distinction between an Annual Parish Meeting and a Public Meeting which determines who may or may not participate in a meeting (Cllr Stabler – see supporting documents for further information).

- 19) **Motion – Participation in Parish Council Meetings.** Members and the Parish Clerk are reminded that non-members only have a statutory right to attend meetings as observers; they have no legal right to speak or participate in council debates during a meeting, participate in any decision-making process or propose expenditure (Cllr Stabler– see supporting documents for further information).
- 20) **Motion – Implementation of an approved resolution tracker.** The Parish Council introduces an Approved Resolution Tracker which will record the progress of all resolutions approved by the Parish Council and allows members and the electorate to instantly monitor progress (Cllr Stabler– see supporting documents for further information).
- 21) **Motion – Media / Public Statement Policy.** I move the parish council introduces a Media / Public Statement Policy that complies with certain principals (Cllr Stabler– see supporting documents for further information).
- 22) **Motion – Compliance with Legislation.** The Parish Council acknowledges that all meetings of the parish council must comply with the Data Protection Act 2018, General Data Protection Regulation 2018, Freedom of Information Act 2000 and the Human Rights Act 1998 (Cllr Stabler– see supporting documents for further information).
- 23) **Motion - Proposal to install three additional Parish Council noticeboards.** These would be in conspicuous / prominent locations within the village to increase public interaction with the Parish Council (Cllr Stabler– see supporting documents for further information).
- 24) **Motion – Late Submission Policy.** I move that the Parish Council immediately introduces a Late Submission Policy to ensure democratic accountability and transparency (Cllr Stabler– see supporting documents for further information).
- 25) **Request for Additional Grit Bin.** Parish Council to consider request for additional grit bin at Lea Rigg (Cllr Scott).
- 26) **West Rainton & Leamside Village Partnership.** Feedback from Cllr Diggory
- 27) **Smaller Councils Forum.** Feedback from Cllr Wallage
- 28) **General correspondence: For consideration**
- a) **Road Safety** – Email received from resident for Parish Council consideration
- b) **Illegal Parking and Speeding** – Email received from resident for Parish Council consideration
- c) **Road Safety** – Email received from Green Group for Parish Council consideration.

29) To note date and time of next meeting: Thursday 19th February 2026 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://westrainton.parish.durham.gov.uk>.