

WALDRIDGE PARISH COUNCIL

Minutes of a Meeting of the Waldridge Parish Council held on 9 October 2018 at 7.00pm



Present: Councillors - Cork, Corner, Davies, Foster, Harding, Howie, Sexton and Warren

Also in attendance – Sarah Wilson - Parish Clerk, Angela Foster – outgoing Parish Clerk, Brian Laidler - Caretaker, Cllr Alan Bainbridge, County Councillor, and 1 member of the public

1. **Welcome** – The Chair welcomed everyone to the meeting and introduced the new Parish Clerk – Sarah Wilson.

2. **Apologies for Absence:**

Cllr Bell submitted his apologies.

3. **New member:** 1 application was received for the vacancy – the Members voted on Tracy Hollingsworth.

The new member signed their declaration of acceptance and took their place on the council.

4. **Disclosable Pecuniary Interests**

No members declared an interest.

5. **Questions from members of the public:**

There were no questions from members of the public.

6. **Police Report:**

PCSO Donnelly did not attend. The bi-monthly Police Report was discussed – 1 burglary in Waldridge Village.

7. **Minutes of Council meeting:**

The minutes to be deferred for approval until the November meeting.

8. **Clerks report / Action log**

Nothing to report on Clerk report. Action log was discussed and updated.

7. Parish Matters and on-going items

a) **Planning applications received**

- *No applications received*

b) **To consider any planning applications received after the agenda was published.**

- *No applications received*

c) **County Councillors report**

Cllr Sexton gave an update on the white lines – draft line has been marked in incorrect location, Cllr Sexton to attend to show the correct location.

Cllr Bainbridge gave an update on Barratt/Birch View – still ongoing and awaiting reply.

Resolved: *Report noted*

d) **Quarterly Accounts** – The Clerk distributed the accounts for approval

Resolved: *Cllr Harding signed the bank reconciliation, bank statement, petty cash and budget.*

e) **Draft budget** - The Clerk distributed the draft budget for consideration.

Resolved: *It was agreed to defer the discussion of the budget - budget setting meeting to be held at a later date.*

f) **World War 1 event** – All arrangements for the event were discussed and update noted. Discussed the hiring of Ashley Stirling (singer) at a cost of £50, and the possible attendance of The Poppy Coffee Pot. Also noted that someone would now be required to read the tribute.

Resolved: *It was agreed to pay Ashley Stirling (singer) £50 and that The Poppy Coffee Pot should attend. Cllr Cork agreed to read the tribute.*

g) **Working Group** - Cllrs Harding and Warren gave an update on preliminary plans for Christmas. It was noted that funding would be required. Cllr Cork mentioned that he had £150 left over from a previous project that could be used for Christmas events.

Resolved: *Cllr Cork to donate £150 to be used for Christmas events. Clerk to look into further possible funding. To be put on next months agenda for further discussion.*

h) **Action Plan** – Discussion of Action Plan deferred – to be discussed at budget setting meeting.

i) **Updates from Facebook** – Generally quiet with no major issues raised. One member blocked for making a racist comment. Cllr Cork mentioned the post regarding him being challenged by a school pupil when clearing the flower beds, and the positive response to the post.

j) **Halloween** – All arrangements discussed. It was noted that as a safety precaution, a road

sign may be required to warn cars coming from Waldridge Fell of the event taking place. Cllr Harding carrying out the Risk Assessment for the event. The distribution of tasks and a gate rota was also discussed.

Resolved: Cllr Sexton to look into arranging a road sign, Cllr Harding to complete Risk Assessment. An update with timings, rota and assigning of jobs to be emailed.

- k) **Grants/Fundraising** – Tesco grant was discussed, awaiting quotes from Cllr Bell. Cllr Harding mentioned possible defibrillator funding from the British Heart Foundation.
- l) **Waldridge in Bloom Working Group update** – Cllr Cork mentioned the achievement of a Silver Gilt Award from Northumbria in Bloom – an excellent achievement in a challenging year, with stiff competition. Very positive comments from the judges. Clearing of the flower beds has begun. The ordering of summer bedding plants was discussed.

Resolved: Cllr Cork and the Caretaker to post on Facebook requesting help in clearing the beds. It was agreed to order the summer bedding plants from St Barnabas Nursery at a cost of £2,310 – Cllr Cork to order. Clerk to obtain trophy for engraving for awards evening.

- m) **Street Lights on Waldridge Road** – Cllrs Warren and Sexton gave an update, Service Level Agreement to repay the lights annually over a period of 10 years has now been received, at a cost of £758.50 in year 1. Cllr Sexton suggested obtaining a pdf record of the SLA before returning two signed copies.

Resolved: Clerk to obtain pdf record of signed SLA, and to obtain invoice.

- n) **Children's Play Area** - Cllr Sexton gave an update on funding – should be available within one week. Installation date noted. Quote from Charlton for fence discussed.

Resolved: It was agreed to obtain further quotes for the fence. Cllr Hollingsworth to investigate further quotes. To be on agenda to be discussed at next meeting.

- o) **PA System** – The requirement for a PA system for events was discussed. Quote for the PA System was considered.

Resolved: It was agreed to purchase a PA System at a cost of £349.99. Clerk to order.

- p) **A Boards** – Thee purchasing of two A Boards for use at events and outside of the Parish Rooms was discussed.

Resolved: It was agreed to purchase two A Boards at a cost of £29.99 each. Clerk to order.

- q) **Website design** – Website change was discussed.

Resolved: It was agreed to defer decision on website change until new Clerk could look at website. To be on agenda for discussion at November meeting.

- r) **Fitness equipment / goal posts / fun hoop monthly inspection** – Caretaker gave a verbal report, Millennium Green generally good. Cllr Davies and Caretaker have completed repair. A resident mentioned branches rubbing on one of the trees. Comments from Northumbria in Bloom regarding shrub maintenance were discussed. A Millennium Green Subcommittee was formed – to include Cllrs Cork, Davies, Howie and the Caretaker. The quote to replace three sleepers at a cost of £216 was discussed.

Resolved: Cllr Davies and Caretaker to investigate rubbing branches. Cllr Cork to look

into having shrubs maintained. It was agreed to replace three sleepers at a cost of £216, Clerk to confirm quote and proceed if correct.

- s) **Grants** – The members considered all grant applications received.

Resolved: *It was agreed to give £250 to Waldrige Junior Football Club, £200 to Waldrige Village Craft Class, and £50 to the Great North Air Ambulance Service. All to be invited to award evening.*

- t) **Timetable of training events** – CDALC forthcoming events (if any)

- *Nothing planned*

- u) **Policy review** - (if any to be reviewed/adopted)

- *No policies to be reviewed*

- v) **Notice Board / welcome sign** – It was noted that planning permission has now been approved for both the notice board and welcome sign. The quote for the new notice board was discussed.

Resolved: *It was agreed to purchase notice board at a cost of £242 + VAT - Clerk to order. It was agreed to have Charlton Fencing reinstall the welcome sign – Clerk to arrange.*

- w) **Printer** – The ordering of a new printer was discussed as the current one does not work.

Resolved: *It was agreed to purchase a new printer at an approximate cost of £80 – Clerk to order.*

- x) **Event for Veterans** – Cllr Sexton gave an update – a member of the public would like to hold an event for PTSD support for veterans. No firm plans as yet, date to be 2nd week in July.

Resolved: *Cllr Sexton to continue to liaise and receive further information, also to ask if they still wish to do WW1 re-enactment.*

- y) **Coal tub** – The possible moving of a coal tub for use in the Parish was discussed - Cllr Bainbridge advised that the cost of moving the tub would be very high.

Resolved: *It was agreed to discuss putting a new coal tub on next year's budget at budget setting meeting.*

- z) **Cleaning** – The need for cleaning of the rooms was discussed.

Resolved: *It was agreed to hire a cleaner for two hours each fortnight, at a cost of £10 per hour. Cllr Warren to arrange, and to obtain quote for deep cleaning of the rooms following the completion of the refurbishment. Cleaning to be added to budget for next year.*

- aa) **Correspondence received:**

- Nothing received

bb) **Correspondence received after agenda published** (to note only):

- Resignation letter from Cllr Cork

cc) **Urgent issues for noting** (Clerk to use delegated powers if necessary) **and any items Councillors wish to agenda for next meeting**

8. **Financial Matters**

	(a)	<u>Payments</u>	
		<u>Resolved:</u>	That the following payments be agreed:
	(1)	That the sum of £662.46 be paid to Mrs A Foster (September 2018 wage)	
	(2)	That the sum of £221.74 be paid to Mr B Laidler (September 2018 wage)	
	(3)	That the sum of £723.60 be paid to HMRC	
	(4)	That the sum of £48.15 be paid to Mrs A Foster - expenses	
	(5)	That the sum of £190.00 be paid to Snowball printers	
	(6)	That the sum of £40.00 be paid to Mrs K Harding – Halloween and kindness (paid online)	
	(7)	That the sum of £170.22 be paid to Mrs K Warren – Halloween (paid online)	
	(8)	That the sum of £136.00 be paid to If You Care Share Charity – Tombola (paid online)	
	(b)	<u>Receipts</u>	
		<u>Resolved:</u>	That the following receipts be noted:
	(1)	That the sum of £28.00 received from room hire.	
<p>9. <u>Date of Next Meeting</u></p> <p>13 November to commence at 7.00pm.</p> <p>The meeting terminated at 9.15 pm</p> <p style="text-align: right;">Chairman Date</p>			