

**WALDRIDGE PARISH COUNCIL**

**Minutes of a Meeting of the Waldridge  
Parish Council held on  
12 March 2019 at 7.00pm**



**Present:** Councillors - Bell, Corner, Davies, Foster, Howie, Moist and Sexton.

**Also in attendance** – Sarah Wilson - Parish Clerk, Brian Laidler - Caretaker, Allan Bainbridge – County Councillor and 5 members of the public

1. **Welcome:**

The Vice Chairman welcomed everyone to the meeting.

2. **Apologies for Absence:**

Cllrs Harding, Hollingsworth and Warren submitted their apologies.

3. **Disclosable Pecuniary Interests**

No members declared an interest.

4. **Police Report:**

The Clerk read out the Police Report – two incidents of anti-social behaviour: a group of youths caused a nuisance on Warkworth Drive, and a property was ‘egged’ on Westray.

5. **Minutes of Council meeting – 12 February 2019:**

***Resolved:*** *The minutes of the meeting held on 12<sup>th</sup> February 2019 were approved as a true record and were signed by the Vice Chairman.*

## 6. Parish matters and ongoing items

### a) **County Councillors report**

Cllr Bainbridge gave an update on Birch View, matter still ongoing and he is awaiting a reply. May suggest that residents of Birch View write to Barratt.

**Resolved:** *Report noted.*

### b) **Armed Forces Day Event**

A member of the public who had requested permission to hold an Armed Forces Day Event on the Millennium Green over the weekend of the 15<sup>th</sup> and 16<sup>th</sup> of June 2019 returned to the meeting to address initial concerns that were raised at the last meeting. It was confirmed that the Hermitage Academy has offered the use of their car park, and that cadets will assist in directing cars. A site visit by the organiser, Cllr Bell and the Clerk had taken place, and Cllr Bell stated that concerns raised previously had been resolved. The organiser has been in touch with SAG to start the process, and will be allowed access to the Parish Council's Risk Assessment from a previous event as a template. The Clerk confirmed that the Parish Council's insurance company had been informed, and that they have advised that the policy covers the land, with the organiser needing to provide their own Public Liability Insurance. Cllr Foster raised the issue of litter, with the event organiser confirming that regular litter picks would be taking place. The timing for the event was confirmed as being 10am – 5pm on both days.

**Resolved:** *It was agreed to allow an Armed Forces Day event to be held on the Millennium Green over the weekend of the 14<sup>th</sup> and 15<sup>th</sup> of June. It was agreed that the Parish Council would not be the organiser of the event, but that Councillors may assist as volunteers on the day, with the Parish Council also allowing use of their gazebos. It was agreed to allow the organiser to borrow a gazebo for an unrelated event. All votes unanimous.*

### c) **Waldridge Parish in Bloom Working Group**

The Working Group gave an update – Cllrs Bell and Sexton have attended a Northumbria in Bloom meeting, receiving useful advice and suggestions. A presentation was given, which outlined the Spring judging date – 11<sup>th</sup> of April – with the Summer judging due to take place in June/July, date TBC. The total budget was confirmed as being £5,000. Big Spring Clean and Big Summer Clean litter picks are being organised by the Events Working Group to coincide with the judging dates. Summer planting will take place in May/June, and plans are under way for sponsored beds, and the community planting of several beds, involving various community groups. Bed reshaping will take place, and 9 oak tubs will be ordered to replace existing tyres, following advice from NIB. The Working Group requested the judging notes and portfolio from last year – Clerk to follow up. Suggestions for the Millennium Green were made, including bird feeders, bird boxes, bat boxes, hedgehog houses and bug hotels. Cllr Howie suggested getting children involved in building a large bug hotel. The Working Group will meet to move plans forward, and to begin creating a portfolio. Cllr Sexton and Cllr Allan Bainbridge confirmed that they are funding a coal tub, which has now been ordered. Cllr Davies mentioned that if planning permission is required, that the process could take a long time.

**Resolved:** *The strategy proposed by the Waldridge Parish in Bloom Working Group was approved (unanimous).*

d) **Events Working Group**

The Working Group gave a presentation of the events plan for 2019, including a budget breakdown, and a plan for each event, including an overview, risks and actions. Quotes for a cinema screen supplier were discussed, and a supplier was selected. The possibility of having a mobile bar attend the event was discussed, and it was agreed that Nickynoo should be invited to attend. Cllr Davies suggested the use of Eventbrite instead of wristbands, but it was acknowledged that this would be very difficult to control. Plans to build on the Parish Fayre, improving and expanding were discussed. It was suggested that four bouncy castles may not be necessary. Cllr Howie suggested including a petting zoo/animal show. Cllr Davies suggested that all of the gazebos should be checked well in advance of any events, as some are broken. For Christmas, the possibility of having a Santa in the Parish Rooms with time slots to control attendance was discussed. It was suggested that confirmation should be sought from the Parish Council's insurers to check whether the Santa Drive Thru is covered – Clerk to follow up. Councillors also asked whether Puffing Billy could be persuaded to change their route to include the village, and it was agreed that they should be asked. The previously discussed film showing for the elderly was mentioned, and it was agreed that the Clerk should confirm what the costs for this would be.

**Resolved:** *Updated events plan noted. The draft event budget breakdown was approved. The plan for the Easter event was approved, and it was agreed to hire a face painter at a cost of £60. The Big Spring Clean date was agreed – 7<sup>th</sup> April, and the plan for the event was approved. All votes unanimous. It was agreed that Inflatable Flix would be the cinema screen supplier (Cllrs Bell, Corner, Foster, Howie, Moist and Sexton in favour, Cllr Davies abstained). It was agreed that Nickynoo Mobile Bar should attend the cinema event, and that the £100 refundable damage deposit should be paid (Cllrs Bell, Corner, Foster, Howie, Moist and Sexton in favour, Cllr Davies abstained).*

e) **Updates from Facebook**

As Cllr Harding was not present, no update was given. It was noted that Cllr Warren has removed herself as an administrator. Possible administrators for the Facebook group were discussed, and the Council considered the possibility of having a Facebook 'page' as well as the group. Cllr Davies stated that a page had been created already but had not yet been utilised.

**Resolved:** *It was agreed that Cllr Harding and the Clerk should be administrators for the Facebook account and group. It was agreed that the Facebook page should begin to be used. All votes unanimous.*

f) **Millennium Green**

The Millennium Green reports were delivered in the Millennium Green Trust AGM.

**Resolved:** *No decisions were needed.*

g) **Parish Council Surgeries**

Cllrs Foster and Howie held the first surgery and reported that no residents attended. It was suggested that the surgeries should be given three months, to see if attendance picks up. As Cllr Moist can no longer attend the March surgery, and as no other Councillors could attend, it was agreed that the next surgery would be the April surgery, with Cllrs Davies and Warren attending. Dates for the May surgery to be set at a future meeting.

**Resolved:** *Decisions on the plans for the May surgery deferred to a future meeting.*

h) **Play Area**

The Clerk reported that any fence for the play area must meet certain safety standards, and that new quotes received so far had been considerably over budget. It was decided that after installation, the play area should be monitored to see if a fence is necessary, and in the meantime, the Clerk should continue to obtain quotes. It was noted that the play area in Waldrige Village does not have a fence. The possibility of holding a 'grand opening' of the play area was discussed, and it was suggested that this should tie in with the Big Spring Clean on the 7<sup>th</sup> of April, with balloons and refreshments coming out of the Big Spring Clean event budget.

**Resolved:** *Fence requirements noted. It was agreed to hold a 'grand opening' of the play area to on the date of the Big Spring Clean – 7<sup>th</sup> April. It was agreed that any costs would come out of the Big Spring Clean event budget. All votes unanimous.*

i) **WW1 Silhouette**

Possible permanent locations for the WW1 'Tommy' silhouette were discussed, with several suggestions being made. Cllr Foster suggested the Poppyfields roundabout as a possible location, as this would mean that the silhouette would be viewed by both residents of the village and the rest of the Parish. It was noted that the Poppyfields roundabout may be a potential location for the coal tub, and that having both on the roundabout may result in it looking crowded. Cllr Bell mentioned that 'Poppyfields' linked well with the WW1 theme, and that poppies could be planted around the base of the silhouette. The verge next to the Poppyfields roundabout/estate was then suggested.

**Resolved:** *It was agreed that the WW1 'Tommy' silhouette should be situated on the verge next to the Poppyfields estate/roundabout (unanimous).*

j) **Parish Rooms Heating**

The Council discussed whether a remotely controlled system was required and considered quotes for such a system.

**Resolved:** *It was agreed that a remotely controlled system is required, and it was agreed to order the Hive system. Both votes unanimous.*

k) **Parish Rooms Broadband**

The Council discussed whether fibre broadband from the current supplier should be installed, or whether it would be best to see out the rest of the contract and then obtain quotes from other suppliers.

**Resolved:** *It was agreed that to wait until the end of the current contract, then look at the possibility of other suppliers (unanimous).*

l) **Fire Brigade Speaker**

Cllr Davies proposed that the Council should invite a fire officer to speak at a future meeting, with the aim of identifying vulnerable residents within the Parish, so that fire risk checks can be offered. Cllr Sexton mentioned that this could possibly link with a loneliness incentive that he is involved with.

**Resolved:** *It was agreed that a fire officer should be invited to speak at a future meeting (unanimous).*

m) **Ecobricks**

Cllr Harding had forwarded an update on the Ecobricks campaign, and this was read out by the Vice Chairman. Cllrs Harding and Hollingsworth met with science teachers at the Hermitage Academy, and the school is keen to be involved. It was requested that dates for a workshop were offered, so that students can show residents how to make Ecobricks. The school have also offered to allow the Parish to use some of their Ecobrick bins for outdoor events. Cllr Harding had requested that another Councillor help her organise the workshop, and Cllrs Foster and Sexton both said that they were happy to help. As they are interested in involving students in Parish litter picks, dates will be forwarded to the school.

**Resolved:** *It was agreed that a workshop would take place, with Cllrs Foster, Harding and Sexton attending. It was agreed to send several choices of dates to the Hermitage Academy. Both votes unanimous.*

n) **Policy Review**

- Scheme of Delegation
- Disciplinary Procedure
- Grievance Procedure
- Risk Assessment

**Resolved:** *It was agreed to adopt the updated Scheme of Delegation, Disciplinary Procedure, Grievance Procedure and Risk Assessment.*

o) **Timetable of training events**

It was noted that the upcoming Fire Safety in the Workplace course now has a £30 fee, and the Council discussed whether the Clerk should still attend.

**Resolved:** *It was agreed that the Clerk should still attend the Fire Safety in the Workplace Course at a cost of £30 (unanimous).*

p) **Grants / fundraising**

No new opportunities identified.

**Resolved:** *None needed.*

q) **Planning Applications**

DM/19/00437/TPO    Waldrige Hall Farm    Fell Tree T6 (Beech) and T7 (Beech).  
Chester-le-Street  
DH2 3SL

**Resolved:** *To recommend approval.*

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

- None received.

**Resolved:** *None needed.*

s) **Correspondence received**

- Email from a resident complaining about rubbish bags being dumped on the land next to the Kids in Bloom bed, and raising concern that the resident in question has not repaired the grass as previously agreed.
- Telephone call from a resident of Beadnell Close who has been trying to have the hedge running along the edge of the Millennium Green trimmed for over one year. DCC have trimmed the side, but not the top.
- Complaints regarding the felling of trees around the allotment perimeter.

**Resolved:** *Cllr Sexton stated that the resident who has damaged the grass beside the Kids in Bloom bed has been sent a letter by DCC stating that if the repair is not made, DCC would complete the work and forward them the bill. Cllr Sexton to speak to the resident to receive an update. Cllr Sexton has been in touch with the DCC Clean and Green team regarding the Bridlepath hedge. DCC have now agreed to trim the top, but this cannot take place until bird nesting season is over. Trimming will also require the use of machinery which will create a mess, so residents will need to be informed in advance. The Clerk informed the Council she had spoken to John Bragg, Head Forrester at DCC, who confirmed that thinning of the trees around the allotments should end around the 20<sup>th</sup> of March. He confirmed that pathways would be cleared, and that although there is no public right of way, residents would continue to be allowed to use the footpaths through the woods. The damaged fence will be removed, and the edges where the present fence is located will be gravelled and tidied up.*

t) **Correspondence received after agenda published** (to note only)

- None received.

u) **Clerks Report / Action Log**

The Clerk gave an update on all items on the Action Log not already covered during the meeting.

**Resolved:** Update noted.

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

No issues to note.

8. **Financial Matters**

	<b>(a)</b>	<b><u>Payments</u></b>
	<b>Resolved:</b> That the following payments be agreed:	
	<ol style="list-style-type: none"> <li>(1) That the sum of £818.63 be paid to Miss S Wilson (February 2019 wage)</li> <li>(2) That the sum of £225.68 be paid to Mr B Laidler (February 2019 wage)</li> <li>(3) That the sum of £36.00 be paid to Miss S Wilson (allowance)</li> <li>(4) That the sum of £190.00 be paid to Snowball Printers (Clippings)</li> <li>(5) That the sum of £23.36 be paid to XLN Telecom (broadband)</li> <li>(6) That the sum of £92.00 be paid to E.ON (gas and electricity)</li> <li>(7) That the sum of £60.00 be paid to TFS Plumbing (boiler service)</li> <li>(8) That the sum of £100.00 be paid to G Fletcher (interim audit)</li> <li>(9) That the sum of £19.99 be paid to NALC (Local Councils book)</li> <li>(10) That the sum of £20.00 be paid to North East War Memorials Project (sponsored pages).</li> </ol>	
	<b>(b)</b>	<b><u>Receipts</u></b>
	<b>Resolved:</b> That the following receipts be noted:	
	<ol style="list-style-type: none"> <li>(1) That the sum of £40.00 was received from Beautiful Beginnings (room hire - Jan).</li> <li>(2) That the sum of £30.00 was received from Riverside Musical Theatre Company (room hire - Jan).</li> <li>(3) That the sum of £70.00 was received from Riverside Musical Theatre Company (room hire - Feb).</li> <li>(4) That the sum of £45.00 was received from Tranquil Treatments (room hire).</li> <li>(5) That the sum of £10.00 was received from Jana Uhlirva - yoga (room hire).</li> <li>(6) That the sum of £20.00 was received from Beautiful Beginnings (room hire - Feb).</li> </ol>	
<p>9. <b><u>Date of Next Meeting</u></b></p> <p>9 April to commence at 7.00pm.</p> <p>The meeting terminated at 9.25 pm</p> <p style="text-align: right;"><b>Chairman</b> <b>Date</b></p>		

