

WALDRIDGE PARISH COUNCIL

**Minutes of a Meeting of the Waldridge
Parish Council held on
14 May 2019 at 7.00pm**



Present: Councillors - Bell, Corner, Davies, Foster, Harding, Howie, Moist and Warren.

Also in attendance – Sarah Wilson - Parish Clerk, Brian Laidler – Caretaker and Chris Williams – County Durham and Darlington Fire and Rescue Service

1. **Welcome:**

The Chairman welcomed everyone to the meeting.

2. **Apologies for Absence:**

Cllr Sexton submitted his apologies.

3. **Disclosable Pecuniary Interests**

No members declared an interest.

4. **Police Report:**

The Chairman read out the Police Report – one incident of property taken from an address at Hauxley Drive, currently under investigation.

5. **Minutes of Council meeting – 9 April 2019:**

Resolved: *The minutes of the meeting held on 9th April 2019 were approved as a true record and were signed by the Chairman.*

6. Parish matters and ongoing items

a) **County Councillors report**

Cllr Bainbridge submitted his apologies. The Clerk read out an update forwarded by Cllr Bainbridge via email: a further email has been sent to Barratt Homes with regard to the transfer of land in order for the County to adopt the highway – awaiting reply.

Resolved: *Report noted.*

b) **Fire Brigade Speaker**

In Mick Clark's absence, Chris Williams from County Durham and Darlington Fire and Rescue Service gave a talk on the subject of Safety and Wellbeing visits that are carried out by the fire service. The fire service receives referrals from Social Services, neighbours and Councils, among others, which identify vulnerable residents. Vulnerabilities include those suffering from dementia, those at greater risk of slips, trips, and falls, and those who spend the majority of their time alone. As these are all proven indicators of fire risk, the fire service will arrange a Safety and Wellbeing visit, which is tailored to the individual. As the fire service often have difficulty identifying at risk individuals, the Parish Council agreed to share a post about the Safety and Wellbeing visits on their Facebook page and group, and also agreed to add an article to the next issue of the Clippings.

Resolved: *Update noted.*

c) **Waldrige Parish in Bloom Working Group**

Cllr Foster raised the concern that not all members have access to information regarding planting, and that only one member is in contact with DCC. It was requested that all info should be sent and received via the Clerk. Another concern was raised about the possibility of beds being cleared and plants being removed without any notice being given, as the Council hopes to run its pansy recycling scheme again this year, and other plants can be re-used. In Cllr Sexton's absence, the Clerk informed the Council that Cllr Sexton had confirmed that DCC will give notice prior to the clearing of the flower beds. Cllr Howie gave an update on NIB judging, which had been very positive, with the judges visiting many locations throughout the Parish. The Summer judging is expected to take place w/c 15th July, with the exact date TBC. The judges had suggested that the Parish Council enter three areas for special awards: best kept garden; the allotments; and waldrige fell. Again, it was requested that NIB correspondence be sent/received via the Clerk. Cllr Bell enquired about the tree stump left by recent felling near Fenton Close – Clerk to contact DCC to enquire about adopting the stump, with the view to incorporating it into WPIB. It was further requested that the Clerk contact DCC to enquire whether the Parish Council could be given prior warning when tree felling is expected to take place within the Parish.

Resolved: *Update noted.*

d) **Events Working Group**

The Council discussed the plan for Beat the Bounds, with Cllr Foster mentioning that the length and route of the walk would be tailored on the day, depending on the ability of the attendees. The possibility of holding an event to commemorate the VE Day 75th anniversary was discussed, and it was agreed that an event would be held, with the details being finalised during budget setting for 2020/21. The Council discussed whether flowers should be purchased from the remaining Easter budget to thank a resident who had helped out at the event. Concern was raised that this would set an expectation, and that flowers would have to be purchased for every resident who helps out on any occasion. Cllr Warren suggested that the Council have 'Thank You' card printed, featuring the winning photos from the Photo Competition, and that these could be used to thank anyone who has helped out. It was also suggested that those who have helped out during the year could be thanked as part of the annual Awards Evening.

Resolved: *Plan for Beat the Bounds agreed, and it was agreed to hold a VE Day 75th anniversary event (unanimous). It was agreed that flowers would not be purchased from the Easter budget (for: Cllrs Corner, Davies and Moist – against: Cllrs Bell, Foster, Howie, Warren).*

e) **Updates from Facebook**

The Clerk informed the Council that a recent post asking residents whether they would like to switch to e-Clippings had proven successful so far.

Resolved: *Update noted.*

f) **Internal Audit Report**

The Council received the Annual Internal Audit Report and Action Plan.

Resolved: *The Council noted the Annual Internal Audit Report and Action Plan.*

g) **Annual Governance Statement**

The Council approved the Annual Governance Statement (Section 1 of AGAR Part 3) for the year ending 31st March 2019.

Resolved: *The Council approved the Annual Governance Statement.*

h) **Accounting Statements**

The Council approved the Accounting Statements (Section 2 of AGAR Part 3) for the year ending 31st March 2019.

Resolved: *The Council approved the Accounting Statements.*

i) **Exercise of Public Rights**

The Council noted that the Responsible Financial Officer has set the date for the Commencement of the Period for the Exercise of Public Rights as the 3rd June 2019.

Resolved: *The commencement date was noted by the Council.*

j) **Parish Council Surgeries**

The Council discussed whether Parish Council surgeries should continue, as attendance has been poor so far. The possibility of taking the surgeries to the next Residents Association meeting was discussed, and it was agreed that this may be a more effective way of reaching residents.

Resolved: *It was agreed that Cllr Moist will hold a Parish Council surgery directly prior to the Resident's Association meeting and will provide feedback to the Council at the next meeting (unanimous).*

k) **Clippings**

The Council received and approved the Spring Clippings.

Resolved: *The Council approved the Spring Clippings and agreed to go to print (unanimous).*

l) **Play Area**

The Council considered the quotes received so far for play area signage. As the costs were thought to be high, it was agreed that further quotes and more options for signage should be explored. The cleaning of play area equipment and seating throughout the Parish was discussed, and it was agreed that a price should be sought for this before it is discussed further.

Resolved: *The selecting of a supplier for Play Area signage was deferred so that further quotes and other options can be sought. The decision on the cleaning of play area equipment and seating was deferred so that costs can be confirmed.*

m) **History of Waldrige Night**

The Council discussed the possibility of holding a 'History of Waldrige' night in the Parish Rooms, along with potential dates for the event and budgetary requirements.

Resolved: *It was agreed that a 'History of Waldrige' night should be held, and that Cllr Foster should confirm the date and time, depending on the availability of the speakers. It was agreed that £30 from the Events budget could be used for refreshments. All votes unanimous.*

n) **Lawn Mower Service and Oil Change**

The Council discussed whether the Parish lawn mower should have a service and an oil change.

Resolved: *The decision on whether to have the lawn mower serviced and the oil changed was deferred until Cllr Davies has obtained potential costs.*

o) **Storage**

The Council discussed where additional items, such as the gas bottles and lawn mower should be stored, and it was agreed that Cllr Moist could store these items for the time being. If additional land on the allotments were to become available in the future, a metal storage shed was considered to be a possible long-term solution. Cllr Davies raised the issue of the Parish Rooms upstairs storage area, and it was agreed that the Clerk and Caretaker should go through all items and take an inventory.

Resolved: *It was agreed that the gas bottles and lawn mower should be stored at Cllr Moist's property for the time being (unanimous).*

p) **Intruder Alarm**

The Council discussed the recent issues with the intruder alarm at the Parish Rooms. Cllr Davies updated the Council, informing them that the door contacts, the battery, and some sensors had been replaced. He mentioned that it might be worth having the last two sensors replaced, and it was agreed that a price for this should be sought. Cllr Warren asked whether the alarm should be serviced regularly, and Cllr Davies stated that there is no real requirement for a service, but that the battery should be changed every five years. Cllr Warren stated that a regular service would be preferable, as residents would be disturbed if further faults were to occur. It was agreed that enquiries would be made as to whether it is recommended that the alarm be serviced, and if so, what the cost for this would be.

Resolved: *Update noted.*

q) **Table cloths**

The Council discussed whether tablecloths were required for the Parish Rooms and considered quotes for various options.

Resolved: *It was agreed that tablecloths for the Parish Rooms should be purchased (unanimous). It was agreed that a banqueting roll should be purchased (Cllrs Bell, Davies and Moist for, Cllrs Foster, Howie and Warren against. As Chairman, Cllr Bell used his casting vote).*

r) **Toilet Flooring**

As no quotes had been received, this item was deferred.

Resolved: *To defer this item to the next meeting.*

s) **Carried over funds**

It was agreed that this item should be deferred until toilet flooring quotes are obtained.

Resolved: *To defer this item to the next meeting.*

t) **Bank Mandate**

The Council approved the Bank Mandate dated 30th October 2018, and the list of signatories included in the Mandate.

Resolved: *The Council confirmed and approved the Bank Mandate dated 30th October 2018, and the list of signatories included in the Mandate.*

u) **Policy Review**

The review of the Facebook Policy was deferred.

Resolved: *To defer this item to the next meeting.*

v) **Timetable of training events.**

The forthcoming training events were noted.

Resolved: *It was noted that the SLCC Charitable Trusts webinar was fully booked, and that the Clerk will attend the next time the course runs. It was noted that the Clerk and Cllr Bell are attending three free Charitable Trust courses, and it was agreed that Cllr Davies should also attend the Managing Risks course (unanimous). It was agreed that Cllr Bell and Cllr Foster should attend the CDALC Councillors Training Course at a cost of £27 per person, if they are available (unanimous). It was agreed that the Clerk should attend the CDALC VAT Training (unanimous).*

w) **Grants / fundraising**

No new opportunities identified.

Resolved: *No decisions needed.*

x) **Planning Applications**

DM/19/01386/FPA 5 Long Burn Drive Sun lounge extension to rear
Chester-le-Street
DH2 2XE

Resolved: *To recommend approval (unanimous).*

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

- None received.

Resolved: *None needed.*

z)

Correspondence received

- Email from Scouts asking to use our equipment for litter picks.
- Email from resident notifying of broken see saw on DCC play area.

Resolved: *It was noted that the litter picks will take place in July, and that DCC are aware of the broken see saw and will be removing it.*

aa)

Correspondence received after agenda published (to note only)

- Email from resident containing several complaints including: dog fouling; a vehicle leaking oil in the village; and building works on the land adjacent to the Parish Rooms.

bb)

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.*

cc)

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.

7. **Financial Matters**

	(a) <u>Payments</u>	
<u>Resolved:</u> That the following payments be agreed:		
	<ul style="list-style-type: none"> (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) 	<ul style="list-style-type: none"> That the sum of £954.00 be paid to S Wilson (April 2019 wage) That the sum of £249.58 be paid to B Laidler (April 2019 wage) That the sum of £51.15 be paid to Wave Water (water bill) That the sum of £22.21 be paid to P Sexton (Easter eggs) That the sum of £63.99 be paid to P Sexton (refreshments) That the sum of £35.94 be paid to XLN (broadband) That the sum of £70.27 be paid to H Corner (Easter expenses) That the sum of £92.00 be paid to E.ON (gas & electricity) That the sum of £186.75 be paid to S Wilson (Hive Heating) That the sum of £100.00 be paid to Nickynoo (refundable damage deposit) That the sum of £394.56 be paid to HMRC (quarterly PAYE) That the sum of £40.00 be paid to P Watson (Easter face painting balance) That the sum of £27.65 be paid to S Wilson (travel to SLCC seminar) That the sum of £24.15 be paid to B Wright (Easter refreshments) That the sum of £50.00 be paid to H Davies (intruder alarm repair)
	(b) <u>Receipts</u>	<p><u>Resolved:</u> That the following receipts be noted:</p> <ul style="list-style-type: none"> (1) That the sum of £40.00 was received from Beautiful Beginnings (room hire - Mar). (2) That the sum of £70.00 was received from Tranquil Treatments (room hire - Apr). (3) That the sum of £90.00 was received from Riverside Musical Theatre Company (room hire – Apr) (4) That the sum of £30.00 was received from J Uhlrova - yoga (room hire - Apr)
<p>9. <u>Date of Next Meeting</u></p> <p>11 June to commence at 7.00pm.</p> <p>The meeting terminated at 9.45 pm</p> <p style="text-align: right;">Chairman Date</p>		