

## WALDRIDGE PARISH COUNCIL

### Minutes of a Meeting of the Waldridge Parish Council held on 9 July 2019 at 7.00pm



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

**Also in attendance** – Sarah Wilson - Parish Clerk, Brian Laidler – Caretaker, Cllr Allan Bainbridge – County Councillor, and 1 member of the public.

1. **Welcome:**

The Chairman welcomed everyone to the meeting.

2. **Apologies for Absence:**

Cllr Davies submitted his apologies.

3. **Disclosable Pecuniary Interests**

No members declared an interest.

4. **Police Report:**

No police report received.

5. **Minutes of Council Meeting – 11 June 2019:**

***Resolved:** The minutes of the Council meeting on 11<sup>th</sup> June 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 reported that there has been no progress regarding Birch View, he is still awaiting a reply.

**Resolved:** Report noted.

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

The Working Group gave an update: Northumbria in Bloom judging to take place on 12<sup>th</sup> July at 10am. Cllr Sexton to request refreshments from Brenda, and if unavailable, light refreshments to be purchased. Cllrs Bell, Sexton and the Caretaker to attend the judging. Cllr Howie gave an overview of the portfolio - Cllr Harding to add photos and finalise. Room to be decorated by Cllr Harding. Some concerns were raised about the lack of work completed by DCC so far, and Cllr Sexton explained that they were due to recommence works the following day. Cllr Foster suggested that a full schedule of works, with dates, is requested next year. A plan for the Best Kept Garden competition was discussed, and a deadline date for entries set.

**Resolved:** Update noted. Plan for the Best Kept Garden competition was agreed, with the deadline date being set as 1<sup>st</sup> September (unanimous).

### c) **Events Working Group**

The upcoming cinema event was discussed, and final details confirmed. It was agreed that St. John's ambulance first aid cover should be booked, and a light should be bought for the toilets. Clerk to create an information flyer to be handed out with wristbands. The plan for the History of Waldridge night was approved, and the advertising date set. A detailed breakdown of the plan for the Parish Fayre was given and approved, and the advertising date was set.

**Resolved:** Update noted. Final plan for the History of Waldridge night was approved and the advertising date was set as 12<sup>th</sup> July (unanimous). Final plan for the Parish Fayre was approved, and the advertising date was set as 7<sup>th</sup> August (unanimous).

### d) **Updates from Facebook**

Cllr Harding gave an update:

- Broken wing mirror in Waldridge Village
- Anti-social behaviour at the play area and on Millennium Green
- Request for Wildflowers on verges
- Many pending group requests

**Resolved:** Update noted. Cllr Harding to post update.

e) **Quarterly Accounts**

The Clerk distributed the accounts for approval.

**Resolved:** *The quarterly accounts were approved (unanimous). Cllr Harding signed the bank reconciliation, bank statement, petty cash and budget.*

f) **Website**

The Council considered quotes for a new website.

**Resolved:** *A supplier was selected from the quotes provided (unanimous).*

g) **Co-option Procedure**

The two vacancies were discussed, and a plan for co-option was agreed. The new Co-option Procedure was reviewed.

**Resolved:** *The Council noted that it is now free to co-opt to the two vacancies. A plan for co-option was agreed (unanimous). The Co-option procedure was approved and adopted (unanimous).*

h) **Kindness Campaign**

Cllr Harding described the 'Happy Bench' concept to the Council, and the Council discussed the possibility of turning one of the existing seats into a 'Happy Bench'.

**Resolved:** *It was agreed that one of the Parish seats should be turned into a 'Happy Bench, and it was agreed that a plaque should be purchased for this – Clerk to obtain quotes (unanimous). The decision on which seat this will be was deferred.*

i) **Salary Payment Methods**

The Council discussed the possibility of providing the option for salary payments to be paid by BACS.

**Resolved:** *It was agreed that salary payments could be made by BACS (unanimous).*

j) **Signage**

The Council discussed the email received from DCC regarding the signage on a sponsored flower bed. Cllr Sexton informed the Council that one complaint has been received, and that DCC will allow the sign to remain at present. The Council then discussed the possibility of creating a Signage policy.

**Resolved:** *It was agreed that no response to DCC was required at this time (unanimous). It was agreed that a signage policy was not required at present (Cllrs Bell and Harding for, Cllrs Corner, Foster, Howie, Moist and Sexton against)*

k) **Policy Review**

- Facebook Policy
- Anti-Fraud Policy
- Protocol on Communications
- Protocol on Member-Officer Relations

**Resolved:** Changes to the existing Facebook policy were agreed (unanimous). The Anti-Fraud Policy, Protocol on Communications and Protocol on Member Officer Relations were reviewed and adopted (unanimous).

l) **Timetable of Training Events**

No upcoming events to note.

**Resolved:** No decisions required.

m) **Grants / fundraising**

No new opportunities to note.

**Resolved:** No decisions required.

n) **Planning Applications**

DM/19/01178/AD	Land To The North Of The Hermitage Academy, West Of Gibside, South Of Cragside And North Of Fenton Close Chester-le-Street	Advertisement consent for 1no. 'V' board sign (Jct of Whitehills Way/Gibside) and 3no. single board signs (Jcts of North Approach/The Avenue, Whitehills Way/Waldridge Road, Rear of Gibside Shops).
DM/19/01861/FPA	1 Lilburn Close Chester-le-Street DH2 3TN	First floor side extension over existing garage
DM/19/01989/FPA	4 Cedar Street Waldridge Chester-le-Street DH2 3SH	Single storey rear extension

**Resolved:** To recommend approval for DM/19/01861/FPA and DM/19/01989/FPA (unanimous). It was noted that objections were submitted for DM/19/01178/AD.

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

DM/19/01610/FPA	1 Lime Cottages Waldrige Road Chester-le-Street DH2 3RY	Ground floor Orangery Sun-Lounge & shower room to side of property
DM/19/01741/FPA	4 Long Dale Chester-le-Street DH2 2XQ	Sun lounge and study extension to rear and side

**Resolved:** *To recommend approval (unanimous).*

p) **Correspondence received**

- Email from resident regarding works usually carried out by the probation service.

**Resolved:** *It was agreed that these works could be carried out, along with strimming along the front of the allotments, and the edges of the paths on the Millennium Green (unanimous).*

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

- None received.

r) **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. It was agreed that printed lanyards should be purchased.*

s) **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. Cllr Sexton requested that defibrillator training be added to the next agenda.

7. **Financial Matters**

	<b>(a)</b> <b><u>Payments</u></b>	
<b><u>Resolved:</u></b> That the following payments be agreed:		
	<ul style="list-style-type: none"> <li>(1)</li> <li>(2)</li> <li>(3)</li> <li>(4)</li> <li>(5)</li> <li>(6)</li> <li>(7)</li> <li>(8)</li> <li>(9)</li> <li>(10)</li> <li>(11)</li> <li>(12)</li> <li>(13)</li> <li>(14)</li> <li>(15)</li> <li>(16)</li> </ul>	<ul style="list-style-type: none"> <li>That the sum of £904.79 be paid to S Wilson (June 2019 wage)</li> <li>That the sum of £243.17 be paid to B Laidler (June 2019 wage)</li> <li>That the sum of up to £850.00 be paid to S Wilson (July 2019 wage)</li> <li>That the sum of up to £270.00 be paid to B Laidler (July 2019 wage)</li> <li>That the sum of £834.00 be paid to Durham Flooring (toilet flooring)</li> <li>That the sum of £220.00 be paid to Snowball Printers (Clippings)</li> <li>That the sum of £35.94 be paid to XLN (broadband)</li> <li>That the sum of £71.00 be paid to E.ON (gas &amp; electricity)</li> <li>That the sum of £104.31 be paid to Wave Water (allotment water bill)</li> <li>That the sum of £7.99 be paid to S Wilson (monthly print plan June)</li> <li>That the sum of £195.00 be paid to CastleWood (toilet hire – cinema event)</li> <li>That the sum of £195.00 be paid to CastleWood (toilet hire – parish fayre)</li> <li>That the sum of £442.86 be paid to HMRC (PAYE)</li> <li>That the sum of £370.00 be paid to A S Wright (Mr. Windbags – parish fayre)</li> <li>That the sum of £800.00 be paid to P Evans (Carnival Fun Fairs – parish fayre)</li> <li>That the sum of £19.39 be paid to S Wilson (mileage allowance)</li> </ul>
	<b>(b)</b> <b><u>Receipts</u></b>	<p><b><u>Resolved:</u></b> That the following receipts be noted:</p> <ul style="list-style-type: none"> <li>(1) That the sum of £5.00 was received from Sing &amp; Sing (room hire).</li> <li>(2) That the sum of £40.00 was received from Beautiful Beginnings (room hire - May).</li> <li>(3) That the sum of £15.00 was received from J Uhlirova - yoga (room hire - June)</li> <li>(4) That the sum of £50.00 was received from Room Hire (cash payments)</li> </ul>
<p>8. <b><u>Date of Next Meeting</u></b></p> <p>10 September to commence at 7.00pm.</p> <p>The meeting terminated at 9.35 pm</p> <p style="text-align: right;"><b>Chairman</b> <b>Date</b></p>		