

WALDRIDGE PARISH COUNCIL

Minutes of a Meeting of the Waldridge Parish Council held on 8 October 2019 at 7.00pm



Present: Councillors - Bell, Corner, Davies, Foster, Harding, Morrison and Sexton.

Also in attendance – Sarah Wilson - Parish Clerk, Brian Laidler – Caretaker, and three members of the public.

1. **Welcome:**

The Chairman welcomed everyone to the meeting.

2. **Apologies for Absence:**

Cllr Howie submitted her apologies.

***Resolved:** It was agreed that Cllr Howie's apologies would be accepted (unanimous).*

3. **New Member:**

Following consideration at the previous meeting, Kirsty Morrison attended to be co-opted on to the Council.

***Resolved:** Members voted unanimously to co-opt Kirsty Morrison. Cllr Morrison signed her Declaration of Acceptance and took her place on the Council.*

4. **Disclosable Pecuniary Interests:**

Cllr Davies declared an interest in item 7 (s).

5. **Police Report:**

Cllr Bell read out the police report.

6. **Minutes of Council Meeting – 10 September 2019:**

***Resolved:** The minutes of the Council meeting held on 10th September 2019 were approved as a true record and were signed by the Chairman.*

7. Parish matters and ongoing items

a) **County Councillors report**

Cllr Bainbridge was not in attendance. Cllr Sexton reported that the defibrillators being funded by himself and Cllr Bainbridge are still pending installation, that the coal tub has now been installed, and that there is no update on Birch View.

Resolved: *Report noted.*

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

The Working Group gave an update. Results have been received for the 2019 Northumbria in Bloom competition: the Parish Council won a Silver Gilt award; the Allotments won a Gold award; and Julie Parker won a Gold Award, and the best overall garden in the whole competition. Cllr Bell and the Clerk reported that they had met with Martin Briscoe from DCC Clean and Green, and that a full list of flower beds, and works for 2019 and 2020 is being created. It was decided that the plan for 2020 planting could not be created until judging notes are received from Northumbria in Bloom, as the plan will be based upon recommendations received.

Resolved: *Update noted.*

c) **Events Working Group**

The working group gave an update. The final plan for the Halloween event was discussed, and ticket collection details were finalised. Provisional Christmas events and activities were discussed, including Carol Singing and Christmas Tree Decorating. Clerk to contact St. Mary's and St. Cuthbert's Church to enquire whether they will be running their carol service at the Parish Rooms. The events schedule for 2020 was reviewed.

Resolved: *Update noted. The final plan for the Halloween event, and the events schedule for 2020 were both approved (unanimous).*

d) **Updates from Facebook**

Cllr Harding gave an update: reports of a 'flasher' in the Parish, residents to be advised to call the Police; a request from a resident regarding the pile of rubble which was left following the demolition of the former Club; dog fouling – Cllr Harding suggested that the Council consider an idea trialled by another Parish Council.

Resolved: *Update noted.*

e) **Quarterly Accounts**

The Council received and reviewed the quarterly accounts.

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

f) **Awards Evening**

The Council judged the Citizen of the Year competition, and the Photo competition and winners were selected. The Waldridge Parish in Bloom Working Group agreed to forward details of the winners of the Best Kept Garden to the Clerk so that winners can be contacted. The plan for the Awards Evening was discussed.

Resolved: *Winners of the Photo competition and Citizen of the Year were selected. The prizes to be purchased, and plan for the Awards Evening were agreed (unanimous). It was agreed that the winning photo should be printed on canvas (unanimous).*

g) **Grants**

The Council reviewed the grant applications received. As he had declared an interest in this item, Cllr Davies abstained, and did not take part in the vote.

Resolved: *It was agreed that each of the four applicants would be awarded £125 (Cllrs Bell, Corner, Harding, Morrison and Sexton for, Cllr Foster against, Cllr Davies abstained).*

Cllr Corner left the meeting at 20:25.

h) **Community Working Group**

Cllr Bell informed the Council that a group of residents would like to form a community group, with the aim of carrying out maintenance and small projects in the village. The initial project put forward was the clearing of the hammerhead area to create more parking spaces, and the tidying and maintenance of the small community garden area beside the allotments.

Resolved: *It was agreed that the community group should be allowed to carry out the proposed project, and that an initial budget of £100 would be made available for this (unanimous, Cllr Morrison abstained).*

i) **Hammerhead**

Cllr Sexton put forward a proposal that a streetlight should be purchased for the hammerhead, at an estimated cost of £3,600. It was suggested that the cost could be split three ways, between Cllr Sexton, Cllr Bainbridge and the Parish Council, with the Parish Council taking over the ongoing annual maintenance cost of approximately £80 per year. Cllr Morrison questioned why a streetlight was required, and highlighted the high costs involved. It was suggested that solar lights similar to those currently used in the car park should be purchased and trialled in the first instance.

Resolved: *Update noted.*

j) **Allotments**

The Council discussed the possibility of creating or taking over additional allotments within the Parish. The legislation surrounding the Parish Council's statutory duty to provide allotments was discussed.

Resolved: *It was agreed that the Clerk should contact DCC to enquire whether there are additional allotments sites that could be taken over by the Parish Council, or whether there is land that could be made available to the Parish Council for this purpose (unanimous). It was noted that the Parish Council has a statutory duty to provide allotments where there is demand.*

k) **Parish Boundary Marker**

The Council discussed whether a Parish boundary marker should be purchased and installed at Westray, as this is the only entrance to the Parish without a marker. It was noted that the other markers are all on main roads, and a noticeboard was suggested as an alternative.

Resolved: *It was agreed that costs should be obtained for an additional Parish boundary marker (Cllrs Bell, Davies, Harding, Morrison and Sexton for, Cllr Foster against).*

l) **Defibrillator Installation**

Cllr Bell provided an update on the defibrillator installation: one contractor has visited the site and suggested an installation location, with costs being estimated at approximately £200.

Resolved: *Update noted. The installation location for the defibrillator was agreed (unanimous).*

m) **Rubbish Dumping**

Cllr Foster informed the Council that a resident is clearing weeds from DCC land next to their property and leaving a pile of waste in a place which inhibits grass cutter access.

Resolved: *It was agreed that a letter should be sent to the resident, informing them that they should remove any waste cleared to allow access (unanimous).*

n) **Clerk's Holidays**

The Council discussed the carrying over of outstanding holiday days by the Clerk.

Resolved: *It was agreed that the Clerk should be permitted to carry over her four outstanding holiday days to the next holiday year (unanimous)*

o) **TV Licence**

The Council discussed whether a TV Licence should be obtained for the Parish Rooms.

Resolved: *It was agreed that a TV Licence is not required (unanimous).*

p) **Telephone**

The purchase of a separate phone for the Parish Council was discussed, as calls presently are made and received via the Clerk's personal phone.

Resolved: *It was agreed that a mobile phone should be purchased, with the Clerk to select the best option from both pay as you go and contracts. A maximum budget of £300 for the first year was set for this, to include the phone and monthly charges (unanimous).*

q) **Policy Review**

- Equality and Diversity Policy
- Noticeboard Policy

Resolved: *The Equality and Diversity and Noticeboard Policies were reviewed and adopted (unanimous).*

r) **Timetable of training events:**

- CDALC Chairmanship Training Course – 22nd October
- SLCC Clerk's Manual (book)

Resolved: *It was agreed that Cllr Bell should attend the CDALC Chairmanship Training Course (unanimous), and no other Councillors requested to attend. It was agreed that the SLCC Clerk's Manual should be purchased at a cost of £47.50 (unanimous).*

s) **Grants / fundraising**

No new grants or fundraising opportunities were identified.

Resolved: *No decisions required.*

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

DM/19/03043/LB	Waldrige Hall Farm Chester-le-Street DH2 3SL	Listed Building Consent for the erection of a single storey rear/side extension.
----------------	--	---

Resolved: *To recommend approval (unanimous).*

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

- None received

Resolved: *No decisions required.*

v) **Correspondence received**

- Email from resident regarding rubble pile left after demolition by DCC.
- Request from resident who would like to borrow a table.

Resolved: *Cllr Sexton confirmed that DCC had demolished the building for safety reasons, but are not responsible for the land or rubble remaining – Clerk to contact resident. It was agreed that the request from a resident who would like to borrow a table should be approved (unanimous).*

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

- None received.

x) **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**

	(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) 	<ul style="list-style-type: none"> That the sum of £876.93 be paid to S Wilson (September 2019 wage) That the sum of £249.78 be paid to B Laidler (September 2019 wage) That the sum of £40.19 be paid to XLN (broadband) That the sum of £71.00 be paid to E.ON (gas & electricity) That the sum of £53.88 be paid to medic assist (defibrillator rental - August) That the sum of £50.00 be paid to S S Askew (alarm sensor replacement) That the sum of £100.00 be paid to A Stirling (music & singing - Halloween) That the sum of £100.00 be paid to Makem Bounce (face painting - Halloween) That the sum of £53.88 be paid to medic assist (defibrillator rental - September) That the sum of £22.00 be paid to British Gas (boiler cover) That the sum of £7.99 be paid to S Wilson (monthly print plan – September)
	(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 £20.00 was received from Jana Uhlirova (room hire - September) (2) That the sum of £40.00 was received from Riverside Musical Theatre Company (room hire – September) (3) That the sum of £40.00 was received from Tranquil Treatments (room hire September)
<p>9. <u>Date of Next Meeting</u></p> <p>12 November to commence at 7.00pm.</p> <p>The meeting terminated at 9.20 pm</p> <p style="text-align: right;">Chairman Date</p>		