

WALDRIDGE PARISH COUNCIL

Minutes of the Council Meeting held via the Zoom online platform on Tuesday 10th November 2020

- 1 Present**
- | | |
|--------------------|-----------------------------|
| Cllr Moist (Chair) | Cllr McCrystal |
| Cllr Foster | Cllr Graham |
| Cllr Sexton | Cllr Lewcock |
| Cllr Morrison | Ian Heaviside (Locum Clerk) |
| Cllr Howie | |
- 2 Welcome**
- The chair welcomed all present to the meeting
- 3 Apologies**
- Apologies were received from Cllr Corner which were accepted by those present
- 4 Declarations of Interest**
- No member of the Council declared an interest on any agenda item
- 5 Police Liaison Report**
- No police Report was submitted however Cllr Sexton reported that there had been a number of burglaries in the Parish Area and that investigations were active. Chair to contact police to get a more regular report forwarded
- 6 Minutes**
- The minutes of the meeting held on 13th October and the extraordinary meeting held on 29th October 2020 were accepted as a true record
- 7 Financial Matters**
- The following income and expenditure was reported
- | | |
|------------------------------------|----------|
| Anglian Water | £27.50 |
| Halloween Sweets (Bon Bons) | £150.00 |
| Three Mobile Contract | £22.00 |
| Medic Assist Defib | £53.88 |
| NEREO Invoice 30366 | £1058.88 |
| E.ON | £136.00 |
| HP Monthly Ink Plan | £7.99 |
| XLN Telecom | £40.19 |
| P Sexton Halloween Prize purchases | £258.50 |
| British Gas Boiler Service plan | £25.63 |
| Staff Salaries | £1184.53 |
| Staff expenses | £78.22 |
- 8 Parish Matters**
- a County Councillors Report:**
- Cllr Sexton reported that the mining heritage project was approx. 5 weeks behind mainly due to the theft of stone intended for the works. Additional public seating is to be provided together with additional litter bins.
- b Planning Applications:**
- | | |
|-----------|----------------------------|
| Reference | DM/20/03077/FPA |
| Address | 50 Netherton Close DH2 3SP |
| Proposal | Garden room to side. |
| Status | Pending Consideration |
- c Planning Applications submitted after agenda :**
- There were no applications to report

d Correspondence Received:

As per the distributed correspondence log

e Correspondence Received after agenda:

No Correspondence received after agenda published

f Public Competitions and Events:

The following events were proposed for 2021

Event	Budget
Xmas Singing and Brass on 3 or 4 nights at different locations across the Parish & Best Decorated House	£500.00

Discussion took place regarding engaging a professional singer to lead Xmas singing and the locations. Enquiries to be made if Puffing Billy would be a viable option and whether we could co-incide with Xmas bell ringing. This is to be finalised at the next meeting. It was proposed that a budget of £500 be agreed for this event. 7 for 1 abstention

Big Spring clean -To start the year Village/MG/Wald Fell?	£100.00
4 th April Easter - possibly two locations Village & MG	£150.00
16 th May - Beat the Bounds - Bigger event with different routes via Map my Walk etc Children /Adults different abilities	£200.00
5 th June - Summer Fair / BBQ - MG or Village	£500.00
7 th – 8 th August Waldrige Weekend inc Cinema event Friday to Sunday Big investment but could be fantastic (Paul Sexton)	£8000.00
September - Parish Veg & Flower Show - Parish Rooms or MG working with Allotment Society and private gardens	£500.00
Halloween MG	£500.00
Awards Evening	£400.00

Other ideas for events were a history night and Autumn Fair

g The Woodland Trust: Although this is a great idea, the fact that the Parish has no areas of land available makes it unviable

h Official E Mail address and Domain – it was unanimously agreed that the domain waldridgeparish.gov.uk would be applied for.

i Parish Rooms refurbishment:

Prices to be obtained to install a new straight flight of stairs from the front door to the first floor and to block up the existing dog legged staircase. The area where the staircase is to be removed can be turned into storage.

The kitchen needs to be replaced

Quotations to be obtained and reported to future meeting

k Xmas Clippings:

Online clippings to be drawn up and published

l Help for the Vulnerable:

Investigations to be made into the potential to identify the most vulnerable in the Parish and target them for assistance.

j Allotments:

An enquiry had been made for financial assistance from the Allotments Association for equipment purchase via Cllr Sexton. This matter was deferred

9 Confidential Staffing Matters

Items to be discussed following the Exclusion of the Public and Press under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2)

Matters discussed in this section will remain confidential and will only appear on the official minutes and not on the public ones.

10 Next Meeting

Tuesday 12th January 2021

**Confidential Staffing
Matters
(excluded from public
distribution)**

Grievance Investigation Update

Cllr Moist updated the meeting on the outstanding grievance

The appeal against the Council's decision on the grievance submitted by Sarah Wilson has now been considered and the original decision of the Council has been upheld

Parish Clerk Position

Transitional HR are currently working on revised job description and contract of employment

Caretakers Salary

Our caretaker, has a contract of employment which provides for 8 hours of paid work each week at £9.00 per hour which he regularly exceeds.

It has been observed that he has been paid 32 hours per month since April 2020 which isn't in accordance with his contract which, if averaged, would be 34.66 hrs per month. At his current rate this equates to an underpayment of £23.94 per month.

To date this underpayment amount is £167.58 since 1st April 2020

It was resolved unanimously to rectify this error

Appendix A – Financial Transactions

Payment Made	Date	Method	Amount	VAT	Total
British Gas - boiler cover	1.7.20	DD	22.00		22.00
Morrisons - food bank donation	1.7.20	card	88.73	10.61	99.34
S Wilson - zoom subscription	7.7.20	online	23.98	4.80	28.78
HMRC - PAYE	7.7.20	online	334.79		334.79
Durham County Pension Fund	7.7.20	online	257.02		257.02
Veterans Aid - donation for window display	9.7.20	card	70.00		70.00
Morrisons - food bank donation	8.7.20	card	90.51	8.44	98.95
S Wilson - June wages	14.7.20	202257	964.07		964.07
B Laidler - June wages	27.7.20	202258	230.40		230.40
B Laidler - June wages (overpayment)	27.7.20	202258	4.00		4.00
XLN - broadband	15.07.20	DD	33.49	6.70	40.19
HP INC UK LIMITED READING	17.7.20	online	6.66	1.33	7.99
E.ON - gas & electricity	20.07.20	DD	129.52	6.48	136.00
Wave Water	20.07.20	DD	108.70		108.70
medic assist - defib rental	24.07.20	SO	44.90	8.98	53.88
3 mobile - monthly contract	27.07.20	DD	18.33	3.67	22.00
British Gas - boiler cover	3.8.20	DD	25.75		25.75
Zoom subscription	5.8.20	online	23.98	4.80	28.78
Morrisons - food bank donation	7.8.20	202259	199.30		199.30
Morrisons - food bank donation (cheque returned)	7.8.20	202259	- 199.30		- 199.30
XLN - broadband	17.8.20	DD	33.49	6.70	40.19
S Wilson - monthly print plan Apr	19.8.20	DD	6.66	1.33	7.99
E.ON - gas & electricity	20.8.20	DD	129.52	6.48	136.00
Medic assist - defib rental	24.8.20	SO	44.90	8.98	53.88
Morrisons - food bank donation	25.8.20	202260	199.30		199.30
3 mobile - monthly contract	26.8.20	DD	18.33	3.67	22.00
S Wilson - July wages	11.8.20	202262	964.07		964.07
B Laidler - July wages	11.8.20	202261	230.40		230.40
B Laidler - July wages (overpayment)		202261	4.00		4.00
BG Services	1.9.20	DD	25.63		25.63
Ian Heaviside August wages	5.9.20	online	900.83		900.83
Ian Heaviside August Expenses	5.9.20	online	17.00		17.00
BHIB Insurance	7.9.20	online	936.67		936.67
Zoom subscription	7.9.20	online	23.98	4.80	28.78
S Wilson - July wages	8.9.20	online	889.49		889.49
B Laidler - July wages	8.9.20	online	230.40		230.40
XLN - broadband	15.9.20	DD	33.49	6.70	40.19
S Wilson - monthly print plan Apr		DD	6.66	1.33	7.99
E.ON - gas & electricity	20.8.20	DD	129.52	6.48	136.00
Medic assist - defib rental	24.9.20	SO	44.90	8.98	53.88
Zoom subscription Refund	25.9.20	online	- 23.98	- 4.80	- 28.78
3 mobile - monthly contract	28.9.20	DD	18.33	3.67	22.00
I Heaviside Expenses	12/10/2020	online	35.01	4.38	39.39
S Wilson Final Salary	13/10/2020		1,702.50		1,702.50
B Laidler September Wages	13/10/2020		230.40		230.40
I Heaviside September Wages	12/10/2020		750.12		750.12
Transitional HR	11/10/2020		600.00	120.00	720.00
NEREO	23/10/2020		882.40	176.48	1,058.88
DCC Pension Fund	11/10/2020		576.43		576.43
Wave	11/09/2020		235.96		235.96
HMRC Quarterly	12/10/2020		311.92		311.92
Income Received					
DCC Discretionary Covid Grant	01/09/2020	Transfer			10,000.00