

Minutes of Meeting held Monday, 14th September 2015 at 7.00 pm,
Parish Community Room, Monteith Close, West Auckland

Present: Cllr Hazel Charlton, Chairperson
Cllr E Farrer
Cllr C Mairs, Vice-Chairman
Cllr L Rielly
Cllr G Robinson
Cllr W Robinson
Cllr N Thomas
Cllr G Smith
Cllr R Wright

15.51 TO ACCEPT APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Raine, Cllr Roberts & Cllr Turner.

15.52 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA.

- There were no declarations of interest.

15.53 TO CONFIRM MINUTES OF PREVIOUS MEETING & MATTERS ARISING

The Minutes of the previous meeting were agreed to be an accurate account of the meeting, with the following exceptions and signed accordingly; the file copy will be amended:

- Cllr Charlton listed as being late
- Cllr Ferguson memorial not monumental seat.

Matters Arising

- Problems with caravans parking inappropriately around the village were discussed and it was confirmed that access areas are being reviewed.
- The development of the East Green home was discussed and it was advised that plans for development are currently being processed. It was agreed that the Parish Council are keen to support this development in principle but would need to see the latest plans prior to committing formal approval.
- Cllr Ferguson's memorial seat is on order and will be sited at the earliest convenience on arrival once DCC permission is obtained. A wall plaque will also be sited in Monteith Parish Rooms to acknowledge to service of Parish Council Chairpersons.
- Feedback following complaints about recent fires at the allotments was raised and Cllr Robinson advised that allotment holders have been asked, and agreed, to consider residents when lighting fires.
- Following the recent West Fest £2,020.00 was made available to cover the shortfall for the carnival. It was confirmed that this was viewed as a loan to be paid back in due course via future carnival fundraising.
- The Clerk and some Parish Councillors supervised attendance at the recent 'Purple Bus' sessions provided by the Parish Council for children over the summer holidays; feedback suggested the activity was well attended and appreciated.

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15.54 TO INVITE ANY COMMENTS FROM MEMBERS OF THE PUBLIC.

- A resident asked if the loan to West Fest would hinder spending on other priorities within the village. She referred to the outstanding improvements required at the Nursery. It was advised that Nursery improvements by DCC would commence around October as previously advised. It was also advised that there was funding allocated within the 2015-2016 budget to support a carnival.
- There was some discussion around possibilities of uses for s106 funding. The Clerk advised that application would need to be submitted for any specific requests. It was confirmed that Cllr Roberts is drafting an application for potential Wetlands and Station Bridge projects.
- A question was raised about when the next carnival will be held and what plans are in place to pay back the loan. It was confirmed that the meeting to discuss this is being held Monday, 21st September 2015 at 7.30 pm.

15.55 TO RECEIVE CHAIRPERSON/COUNCILLORS REPORT

Neighbourhood Plan - Cllr Thomas provided an update on the recent public consultation meeting held to obtain residents' input on what the village would like to see included within a Neighbourhood Plan. He summarised ideas from residents and advised that there is still a significant amount to work to accomplish a successful Referendum for the Plan to proceed. Cllr Thomas emphasised the need to include youths and local companies.

15.56 CLERK'S TABLING OF CORRESPONDENCE/ENDORISING INVOICE CHEQUES.

The Clerk tabled all correspondence received and payments were endorsed for invoices as below:

01/07/2015	SO	Domestic - L Sams	£34.76
01/07/2015	SO	Broadband/phones	£20.00
01/07/2015	SO	Clerk's Salary	£600.00
11/07/2015	BP	BDO External Audit	£240.00
18/07/2015	BP	Domestic - L Beaumont	£20.00
22/07/2015	SO	HMRC PAYE Tax	£150.00
22/07/2015	BP	UFO Leisure- Purple Bus Balance	£650.00
24/07/2015	DD	npower gas	£35.46
25/07/2015	BP	Domestic - L Beaumont	£12.00
28/07/2015	BP	Chris Evans - Monteith Doors & Windows	£6,247.16
01/08/2015	BP	Domestic- L Beaumont	£8.00
03/08/2015	SO	Domestic - L Sams	£34.76
03/08/2015	SO	Broadband/phones	£20.00
08/08/2015	BP	West Fest 2015 Carnival	£2,020.00
16/08/2015	BP	BDM Services -shed roof lined, paint & fit floor	£90.00
19/08/2015	BP	Monteith crockery	£59.40
26/08/2015	BP	Monteith microwave & tea towels	£56.00
01/09/2015	SO	Domestic- L Sams	£34.76
01/09/2015	SO	Broadband/phones	£20.00
03/09/2015	BP	Monteith refuse, kitchen utensils & cleaning	£4.03
07/09/2015	BP	Domestic - L Beaumont	£20.00
10/09/2015	BP	Domestic - L Beaumont	£20.00
11/09/2015	BP	Monteith - H&S Labels, perm markers	£19.55
11/09/2015	BP	Monteith-safety stool & 2nd refuge	£34.85
13/09/2015	BP	L Sams - Extra refurb cleaning hours	£50.00
14/09/2015	BP	Monteith - premises decoration	£1,380.00
14/09/2015	BP	Monteith - kitchen, disabled toilet, etc C Evans	£12,060.04
14/09/2015	BP	Monteith - china vintage tea set	£16.98
14/09/2015	BP	Monteith - Weardale Flooring	TBC approx £1,600.00

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The Clerk submitted her proposals to address weaknesses and recommendations highlighted in the recent audit and the Parish Council finance group agreed to work with the proposed measures.

The Clerk requested that the Parish Council consider an official Open Day to acknowledge the funding received and work carried out to renovate the premises. Following various suggestions it was resolved that the event could take place and refreshments made available following the Memorial Service being held Sunday, 8th November 2015 at 3.00 pm.

A request from the Youth Club was made to attend a meeting on Wednesday, 25th November 2015 at the Vicarage 7.00 pm. Cllr Charlton, Cllr Smith, Cllr Thomas and Cllr Wright agreed to attend.

Further to a request from the Memorial Hall for support of the Autumn Fayre to be held Saturday, 24th October 2015 it was discussed and resolved that the Parish Council would host a stall displaying Parish Council achievements and raising funds to support the event and carnival fund raising. ACTION: Clerk to request permission for stall and split fundraising via Dave Williams.

To receive Westlife articles

It was confirmed that the latest Westlife is currently being printed and should be distributed over the coming week. Submissions of any articles for the next, early December edition were requested at the earliest convenience to allow production time prior to printing.

15.57 TO RECEIVE FINANCE WORKING GROUP UPDATE.

(i) To consider funding and arrangements for Remembrance Day Service

It was confirmed that the brass band has been invited and wreaths and crosses ordered; confirmation of both are awaited. Following discussion, it was agreed to use the Parish Rooms for refreshments after the service as the Manor House Knights Hall is already booked. It was proposed that rows of bricks be laid to raise the gravel bed to accommodate the wooden crosses. A meeting to finalise arrangements for the Memorial Service will be made in due course. In the meantime the Clerk will invite local councillors and church representatives to attend. ACTION: Cllr Robinson to liaise with Brian Mundell on requirements.

(ii) To consider Christmas lights, hampers and festivities

It was confirmed that the hampers will be donated to Devonshire House and Roslyn House again this year.

Cllr Rielly advised that the final quote, to include a permanent tree, watering and surrounding planting to protect the tree, will be available by the end of this week. Cllr Smith advised that the permanent tree will require new lights to ensure they are not too heavy until the tree matures. Following discussion it was resolved that fencing will be placed around the tree to protect it this year. Cllr Smith agreed to provide an article requesting that parents encourage children to respect the tree and remind them who pays for vandalism; this will go into the December edition of Westlife.

(iii) To consider quote for football monument information board

As the quote has not yet been obtained this item was deferred to the next meeting. Cllr Rielly requested that her objection to this proposal be logged as she is not present at the next meeting.

(iv) To consider funding and siting of a defibrillator

Further to discussion, it was suggested that residents be asked for their views on access and use

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of a defibrillator. Cllr Greg Robinson agreed to research the benefits of a defibrillator for the village. It was suggested that Devonshire House nursing home would be the most suitable premises to site as there is 27/7 access.

15.58 TO RECEIVE ENVIRONMENT/PLANNING WORKING GROUP UPDATE.

(i) To consider prevention of access to village green areas

It was suggested that the street wardens be made aware of residents walking dogs in the cemetery despite the 'No Dogs' signs at the entrance. ACTION: Clerk to inform.

A list of potential sites around the village requiring protection from vehicular access will be provided at the next meeting.

(ii) To consider traffic management

A traffic management consultation letter from DCC was received and the Clerk was advised that no action was required as the Parish Council are fully supportive of the traffic management measures being proposed.

Following discussion it was proposed that speed monitoring be considered fully and traffic calmin measures introduced where relevant. A request was made to chase up progress on obtaining the mobile speed camera. This item will be carried forward to the next agenda. ACTION: Clerk to write to Traffic Commissioner requesting a meeting to consider speeding traffic along Copeland Road and all other entrances to the village.

(iii) To consider use of Oakley Cross sports hall

As no response from the school has been forthcoming, Cllr Charlton will request a progress update on the school investigating implications of using the facilities in the evening. ACTION: Cllr Charlton to follow-up.

15.59 To DISCUSS CURRENT LOCAL PLANNING ISSUES

Cllr Smith proposed that the Parish Council support expedition of progress with the development of the old East Green nursing. As previously agreed, support can only be offered on approval of the development plans.

15.60 TO RECEIVE ITEMS FOR THE MEETING TO BE HELD MONDAY, 12TH OCTOBER 2015 INTERIM MEETING 28TH SEPTEMBER

- To consider finalising refurbishment of Monteith Parish Room and use of available grant funding
- To consider progressing with Neighbourhood Plan
- To consider prevention of access to village green areas
- To receive update on use of sports facilities at Oakley Cross Sports Hall
- To consider management of village green
- To consider a speed restriction initiative at village entrance points
- The consider involvement in Wetlands & Station Bridge projects
- To consider options for additional allotments
- To plan Memorial Hall Autumn Fayre input & Memorial Service
- To confirm quarter end bank reconciliation and proposed budget review
- To consider setting precept & draft proposed 2016-2017 budget
- To arrange annual H&S inspection and servicing of Monteith Parish Room

November Meeting

- To consider siting a defibrillator
- Road surfacing

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