

Whessoe Parish Council

Parish Council Meeting held at Whessoe Parish Hall

Monday 30th January, 2017 – 7 pm

Present: Councillor D. Cummings (Chair)
Councillor S. Robinson (Vice Chair)
Councillor L. Foster
Councillor S. Goldfinch
Councillor A. Macnab
Ms. J. Bell

Absent: Councillor S. Dawson

2791 WELCOME TO THE NEW CLERK/RESPONSIBLE FINANCIAL OFFICER

The Parish Council confirmed the appointment of Ms. Julie Bell as the new Clerk/Responsible Financial Officer with effect from 6.2.17 and welcomed Julie.

2792 APOLOGIES FOR ABSENCE

Apologies for absence were received from Borough Councillors Gerald Lee and Paul Cruddas.

2793 DECLARATIONS OF INTEREST

No declarations of interest were made.

2794 MINUTES OF THE PARISH COUNCIL MEETING ON THE 28th NOVEMBER, 2016 AND THE SPECIAL MEETING OF THE PARISH COUNCIL ON THE 18th JANUARY, 2017

The minutes of the last Parish Council meeting held on the 28th November, 2016 and the Special Meeting of the Parish Council held on the 18th January, 2017 were presented.

The Parish Council **RESOLVED** that the minutes of the Parish Council meeting held on the 28th November, 2016 and the 18th January, 2017 be approved.

2795 MATTERS ARISING

1. Budget and Precept Setting for 2017-18

Councillor Macnab reported that he had notified Darlington Borough Council of the increase in the precept for 2017-18.

2. Newsletter

Councillor Macnab reported that the newsletter had been produced and was distributed in early December.

The Parish Council **RESOLVED** to note the report on matters arising.

2796 VACANCY FOR PARISH COUNCILLOR FOR THE HARROWGATE HILL PARISH WARD

It was reported that the long-standing vacancy for Parish Councillor had still not been filled despite it being advertised in the newsletter.

The Parish Council **RESOLVED** that the vacancy be placed on the Parish Council’s Facebook page.

2797 FINANCIAL STATEMENT, PROGRESS AGAINST THE BUDGET STATEMENT AND BANK RECONCILIATION

Councillor Macnab apologised that the financial statement, progress against budget statement and bank reconciliation which had been circulated with the papers were incorrect and he circulated the correct Financial Statement and Progress against the Budget Statement as at the 21st January, 2017.

The income was **£17,818.50** and the expenditure was **£3,091.86** giving a balance of **£14,726.64** on the 21st January, 2017.

The projected year end amounts in the Progress against the Budget statement would give an income of **£18,850.25** and expenditure **£5,713.81** giving a projected year end surplus of **£13,136.44**.

Councillor Macnab presented the bank reconciliation statement for the financial year up to and including the 31st December, 2016. The difference between the Treasurer’s Account spreadsheet held by the Parish Council and the Treasurer’s Account held by the bank on the 31st December, 2016 was £72.73. This was because three cheques for £20.81 (Cheque No. 917), £40.00 (Cheque No. 918) had not been cleared by the bank plus the transfer of £11.92 in the 2015-16 financial year from the Treasurer’s Account spreadsheet to close the Petty Cash Account.

Councillor Macnab circulated the bank statements for the Current Account for November and December, 2016 which were signed by Councillors present.

The Parish Council **RESOLVED** to note the financial report.

2798 ON LINE BANKING

Councillor Macnab reported that the form to progress on line banking had not been completed but this would have to be progressed when the new Clerk/Responsible Officer takes up her duties because there would have to be changes to signatories to the account payments.

The Parish Council **RESOLVED** that the on-line banking be progressed when the new Clerk/Responsible Financial Officer is in post.

2799 BANK MANDATE

Councillor Macnab reported that this was being obtained and would be completed to include the new Clerk/Responsible Financial Officer.

2800 BERRYMEAD FARM AND BURTREE LANE OUTLINE PLANNING APPLICATIONS – UPDATE

Councillor Macnab reported that there was still no indication when the two outline planning applications will be heard by Darlington Borough Council’s Planning Applications Committee and he would inform the Parish Council when they would be heard.

The Parish Council **RESOLVED** to note the report.

Signed..... Date.....
Chairman of the Parish Council

2801 PLANNING APPLICATION

It was reported that the following planning application had been received between meetings of the Parish Council:

16/01190/CU. Conversion of garage to Dog Grooming Parlour at 12A, Durham Road, Coatham Mundeville

The application was referred to the Chair and Vice Chair who recommended that the application be approved.

The Parish Council **RESOLVED** that the planning application be approved.

2802 DARLINGTON LOCAL PLAN 2016 TO 2036

No further information had been received from Darlington Borough Council about the progress with the Local Plan.

The Parish Council **RESOLVED** to note the report.

2803 NEIGHBOURHOOD DEVELOPMENT PLAN

Councillor Robinson reported that he had attended a meeting of the Darlington Group of the Council for the Protection of Rural England who were organising a workshop on Neighbourhood Development Planning. No dates had been arranged but he considered that the Parish needed to have a Neighbourhood Development Plan in view of the scale of housing developments which were being proposed for the Parish.

The Parish Council **RESOLVED** that Parish Councillors attend the workshop when it was held and then decide who and how the Neighbourhood Development Plan is to be drawn up.

2804 CORRESPONDENCE

The Clerks and Councils Direct newsletter was distributed.

2805 HALL MAINTENANCE REPORT

Councillor Macnab reported that:

- a. The annual fire extinguisher and gas safety inspections had been carried out but PAT testing was outstanding.
- b. The fire extinguisher on the wall at the entrance to the hall had fallen off during a party booking. Councillor Foster indicated that he would re-hang the fire extinguisher.
- c. He had been informed that the grounds maintenance contractor who had carried out the cutting of the grounds in 2016 had ceased trading.
- d. The barbed wire was still fixed to the low wall in the garden area of the hall and that he was asking the police if any law was being contravened.

Councillor Foster considered that the boiler should have a similar 24/7 clock.

The Parish Council **RESOLVED** that:

- a. Councillor Foster will re-hang the fire extinguisher.

- b. Three quotations be obtained for grass cutting for 2017;
- c. Peter Green, Heating Engineer be approached to see if a 24/7timer clock can be fitted to the boiler and the cost of the timer clock.

2806 HALL BOOKING REPORT AND IDEAS FOR INCREASING BOOKINGS

Councillor Macnab reported that the Facebook page for the hall had resulted in an increase in party bookings. He had written to AGE UK about holding lunch clubs in the hall but had not received a reply.

The Chairman suggested that a survey of hall users be carried out and he would draw up the survey form.

It was suggested that the calendar of bookings be put on the Facebook page and a list of hall bookings be produced to enable Councillors to put their names down for opening and closing the hall on the booking dates.

The Parish Council **RESOLVED** that:

- a. The Chairman will draw up a form to ask for the views of hall users to influence how the Parish Council goes forward with the hall.
- b. The calendar of events be placed on the Facebook page.
- c. Councillor Macnab will produce the list of hall bookings and send it to Parish Councillors to enable them to put their names forward for opening and closing the hall.

2807 EMAIL ADDRESS

It was pointed out that there was a need for the Parish Council to have its own email address because the Parish Council had used the private email address of the former Clerk.

Following a discussion, it was **RESOLVED** that the Parish Council uses Gmail and the Chairman will set this up.

2808 NEW WEBSITE

Councillor Macnab reported that he had been unable to arrange a meeting with the Clerk of Sadberge Parish Council to set up the new website.

The Parish Council **RESOLVED** that the Clerk of Sadberge Parish Council be invited to the next Parish Council meeting to discuss the new website.

2809 DARLINGTON ASSOCIATION OF PARISH COUNCILS

It was reported that no meeting of the Association had been held since the last Parish Council meeting.

2810 TRAFFIC LIGHTS ON BURTREE LANE

Councillor Robinson reported that he had received a complaint from a resident about temporary traffic lights on Burtree Lane which the resident said was connected to the proposed housing developments.

The Parish Council **RESOLVED** that the complaint be discussed with the police.

Signed..... Date.....
Chairman of the Parish Council

2811 DATE OF NEXT MEETING

The Parish Council **RESOLVED** that the next meeting will be held on **Monday 27th March, 2017 at 7 p.m. in Whessoe Parish Hall.**

Signed..... Date.....
Chairman of the Parish Council