

WITTON – LE – WEAR PARISH COUNCIL

Minutes of the ordinary meeting of Witton le Wear Parish Council held on **Monday 11th June, 2018** in the Community Centre, Witton le Wear commencing at **6.15pm**

Present: Councillors O. Wilson (Chair), M. Henderson, E. Swift, K. Quigley, P. Cowan, B. Henderson

Also Present: A. Dixon (Parish Council Clerk), Residents: A. Yuill, J Wheeler, J Watson, A Charles

Apologies: E. Todd, T. Parkinson

Declaration of interest: None

56/18 Minutes of the Ordinary meeting held 14th May, 2018.
Minutes agreed as being accurate and correct.

57/18 Matters arising from the previous minutes.

1. Speeding traffic

Councillor Quigley attended the last PACT meeting and met with the person responsible for traffic calming measures.

It was resolved:

Councillor Quigley to collate all the evidence we have to support a 20mph zone and send it to the Police and the County Council asking that speed restrictions be put in place. Councillor Quigley to attend the next PACT meeting.

2. Tidying of the land around the level crossing.

This area has been sprayed to kill the weeds. Anne Yuill asked whether it is too late to sow wild flower seeds or would it be better to spend more time clearing the area so that it is ready for next year.

It was resolved:

Councillor Swift to speak to Nik from Lawn Hero to ask his advice.

3. Data Protection & Privacy Policy

Parish Council Clerk has produced a Privacy Policy to comply with new General Data Protection Regulations.

It was resolved:

Clerk to put the Privacy Policy on the new Parish Council website once it is up and running.

4. Battles Over

Anne Yuill stated that as the 11th November is on a Sunday then the Church Service in the morning is paramount. She hoped that there would be a little service on the village green in the afternoon where people can place their own crosses which could stay until February. She has been in touch with the School and hope some of the children may take part in this service. As part of the commemorations church bells will be ringing across the country at 7pm. Unfortunately, there is a problem with one of the church bells but hopefully it will

be fixed by then. Crosses for the children will be the only major expense. All Councillors agreed this was a good idea. Councillor Quigley said the afternoon service should be advertised. Anne Yuill said an article would go into Septembers Witton Word. Councillor B. Henderson said the Parish Council should invite residents of Witton Castle. Anne Yuill is trying to find a bugler for the service but it is difficult to find one that has not already been booked.

It was resolved:

Councillors agreed to leave this in the hands of Anne Yuill.

5. Youth Club

Councillor Wilson spoke to Angelina Maddison at the recent AAP meeting and asked about the possibility a Youth Club within the village. This would have to go to the Task and Finish Group and would need to be run by an external agency. The AAP will make enquiries at the school households about whether enough residents want a Youth Club. If the reply is positive running a Youth Club will be costed. The AAP have a Youth Fund to pay for this.

6. Repair of the notice board at Wear Valley Junction.

Councillor B Henderson showed members a quote from Lewis Cooke to complete this work. Two more quotes are required in line with the Parish Council's Financial Regulations.

It was resolved:

Councillor Cowan and Parish Clerk to try and get more quotes.

7. Village signs

Councillor B Henderson said there has been no response from the article in the Witton Word. There has been no feedback from residents saying they do not want these signs. He felt that we should go ahead with the signs. Weardale Railway Trust are keen to have a sign installed as it is advertising. He said we should go ahead. Councillor Cowan said he was against the sign at the railway platform as there is already one there which was made by village residents. He also stated village signs were not mentioned in the Village Survey. Councillor B. Henderson has received a letter from Durham County Council stating that Planning Consent in not required. Councillor Cowan asking whether there was still a need to give the County Council prior notification that this is to go ahead.

It was resolved:

Councillor Cowan to enquire whether prior notification is required and Parish Clerk to get a further 2 quotes for the supply and installation of village signs in accordance with Financial Regulations.

8. Website

Parish Clerk and Richard Rowland have worked on the website but it is still offline at the time of the meeting. There is a cost of £100 to build the website, £60 to host the website and £24 to register the domain. More work needs to be done to the website but it should be up and running soon.

It was resolved:

Parish Clerk and Richard Rowland to finish building the website.

58/18 Representation by Residents

Witton Word

John Wheeler attended the Parish Council meeting to discuss how the running of the Witton Word should move forward. It was previously felt that there should be a five-day rule so that at least one Parish Councillor could check the contents of the Witton Word, before it is printed. Mr Wheeler stated that there is no need for this rule as he is unable to change any articles contributed by residents or village organisations. There is a disclaimer in the Witton Word stating that the Editor and the Parish Council are not responsible for the content of these articles. Councillor Cowan said we have an Editor as he is someone that we trust. John said that after he left the Parish Council there was an agreement that he be given full control of the Editorship of the newsletter. He also said he does his best to look for and amend any errors he may find. Councillor Wilson proposed a vote of whether there needs to be a five-day rule and whether there should be a check at all. All members voted to scrap the five-day rule but it was agreed that Councillor Wilson will liaise with John Wheeler.

There has been a letter of complaint from a village resident stating that they did not want the village newsletters name changed. John stated there were no plans to change the name of the newsletter.

The digital version of the Witton Word is becoming more popular which reduces publication costs.

59/18 Financial Statement and Report

Balance of Current Account, Deposit Account and Cash £16,482.07 as at 31st May, 2018. Parish Clerk explained to Councillors that there are now a new set of External Auditors. If a Parish Council has a Precept of less than £25,000 they no longer have to send the Annual Governance and Accountability Return to the External Auditors. A Parish Council could do this if they wanted but it would be at a cost of £200 plus VAT. Parish Councils need to be transparent in the way they work. An Internal Audit has been completed.

It was resolved:

Councillors agreed that an external audit was not necessary. Annual Governance and Accountability Return to be put on the Parish Council website. Notices to be put on the village notice boards showing when the Parish Council Accounts can be inspected by residents.

A Receipt and Payments Account is attached to these minutes. Councillors agreed payment of invoice 201 – 207 as follows:

201 –	Eli Press (Witton Word)	£189.70
202 –	CDALC (Subs)	£ 97.96
203 -	123 Reg Domain Renewal	£ 23.98
204 -	I.C.O. Data Protection Registration	£ 35.00
205 -	Mr A. Dixon (Clerk – June Salary)	£150.50
206 -	Miss Y Jabari Internal Audit	£ 50.00
207 -	Community Association Donation	<u>£ 60.00</u>
	Total	<u>£607.14</u>

It was resolved:

All financial matters agreed as being correct. Parish Clerk to work with John Wheeler to chase outstanding money owed by advertisers. Clerk to write to debtors on behalf of the Parish Council.

60/18 Planning Matters

There were no new plans to consider.

Comments have been asked for regarding the recent changes to the plans for Tyvonney. After a vote (3 for and 3 against) it was decided the Parish Council should put in a further objection.

It was resolved:

Parish Clerk to file objection on behalf of the Parish Council on the grounds of the original objection. The formation of a planning sub-committee to be discussed at the next meeting.

61/18 Clerks/Correspondence

Nothing at this time.

62/18 Neighbourhood and Parish Plan.

Chairman asked that a sub-committee be formed to start the process of producing a Parish Plan. Clerk suggested asking village residents to help.

It was resolved:

Councillors Wilson and Cowan agreed to work as part of Parish Plan sub-committee.

63/18 Members Reports

Councillors have been asked by residents to report on the following matters:-

Pathway 156

Weeds are coming back through this pathway after recent extensive work to clear it. Councillor Cowan asked whether pathway 156 is included on the paths that are to be strimmed.

Grass at the bottom of the village green

The grass at the bottom of the village green is eroded where it has been sprayed with weed killer.

New Church Path

It has been reported that children are riding down the new church path on the bicycles at speed.

It was resolved:

Clerk to contact Lynda Bentley to find out when the first strim is to take place and whether pathway 156 will added to the list of paths already strimmed. Councillor Cowan to contact Durham County Council and report the eroded grass.

64/18 Chairman's Report

There is a tree on the village green which is just about dead. Chairman asked whether we would be able to replace it. Councillor Swift has been in contact with Durham C.C. through their online portal but has only received a reference number.

It was resolved:

Councillor Cowan to contact Durham County Council to see if this is something the Parish Council can do, as the tree is the property of the County Council.

65/18 Any other business

None

66/18 Date and Time of the next Meeting

The next Ordinary meeting of the Parish Council is on Monday 9th July, **2018** in the Community Centre, Witton le Wear commencing at 6:15pm.

The meeting finished at 8:15 p.m.