

WITTON-LE-WEAR PARISH COUNCIL

Minutes of the ordinary meeting of the Witton le Wear Parish Council held on Monday 10th March 2025 at Witton le Wear Community Centre commencing at 18-30.

- Present: Councillors H Murray-Leslie (Chair), P Parsons, L Docherty, S Morehead
- 25/01 Cllr H Murray-Leslie welcomed everyone to the meeting.
- 25/02 Apologies received from Cllrs C Cook, L Langstaff-Wood, M Campbell and O Wilson.
- 25/03 The legality of the meeting was questioned due to the low number of councillors present. Cllr Parsons made appropriate enquiries and determined a group of 3 councillors would be deemed a quorum. With 4 present the quorum was met.
- 25/04 Declarations of interest - none
- 25/05 Minutes of the regular meeting held on Monday 13th January were accepted with agreed amendments.
- 25/06 Cllr H Murray-Leslie introduced the new Parish Clerk, Michael McLaren.
- 25/07 Electronic decisions:
- precept agreed and raised
 - agreed to accept training costs for Clerk.
- 25/08 A68 traffic working group, Cllr Langstaff-Wood's report deferred until next meeting
- 25/09 Christmas lights – Cllr Docherty confirmed these have now been switched off.
- 25/10 Representation by residents – none.
- 25/11 Election Process – The councillors were each given a nomination pack together with a form to be completed as required by DCC to list pecuniary and other interests.
- The election timetable was presented:
- 20/3/25 publication of notice of election
 - 21/3/25 to 2/3/25 candidates' submission of nomination papers
 - 3/4/25 publication of persons nominated
 - 23/4/25 publication of notice of poll where election is contested
 - 1/5/25 polling day
 - 2/5/25 counting of parish and town elections and clerks notified of results.

Action - Parish Clerk to make link available for counsellors and add to website.

WITTON-LE-WEAR PARISH COUNCIL

Minutes of the ordinary meeting of the Witton le Wear Parish Council held on Monday 10th March 2025 at Witton le Wear Community Centre commencing at 18-30.

- 25/12 Cllr H Murray-Leslie described the micro grant process. It was agreed to promote this fund. Monies for microgrants are ring fenced. No applications received.
- 25/15 Cllr Parsons presented stage 1 of the 2025 Parish plan development showing the groups in the village, the responsible councillor and contact details for the event. Cllr Parsons also presented an interviewer's guide to parish plan insight gathering a tool to be used by counsellors to informally interview people in WLW to gather feedback to determine the community strengths, challenges and aspirations.
- 25/16 Witton Word - Cllr Morehead presented some examples of similar publications, frameworks that would be available to use for the Witton Word. Costs to setup a bespoke template for the Witton word would be about £300 with an estimated cost to publish at £125. **Action - Cllr Morehead to refresh the quotations.**

Advertising costs were agreed at:

- £30 for a ¼ page advert
- £50 for a half page advert
- £90 for a full page.

People / companies wishing to advertise in the Witton Word would need to provide a high-quality colour PDF of their advert for inclusion. **Action – Parish Clerk to approach existing customers to determine whether they wish to continue advertising in the Witton Word.**

- 25/17 Defibrillator. The issue with the failed battery has been resolved. New battery f.o.c. has been supplied by the supplier and is now installed. Action complete.

- 25/18 Correspondence
- Cllr H Murray-Leslie gave information on boundary and network changes
 - CDALC - communication regarding upcoming elections
 - CDALC – notice of Zoom webinar for small councils to present requirement for affordable housing and security particularly in public buildings
 - CDALC – Civic cleanup. Cllr H Murray-Leslie described good works already being done in the village.
 - CDALC – Scheme offering push bikes or scooters to enable people to get to work or study.
 - Alistair Rutter a counsellor of Woodland Parish council asked for support with objections to a planning application at Hamsterley Forest. **Action – Parish Clerk to advise AR that WLW counsellors would act independently of the WLWPC and contact DCC planning as they thought fit.**

WITTON-LE-WEAR PARISH COUNCIL

Minutes of the ordinary meeting of the Witton le Wear Parish Council held on Monday 10th March 2025 at Witton le Wear Community Centre commencing at 18-30.

25/19 Electronic decisions log. To be reinstated. **Action – Parish Clerk**

25/20 There were no planning matters for consideration

Meeting finished at 19-30

Next ordinary meeting of the Parish Council – 12th May 2025, 18-15, at WLW Community Centre preceded by WLW AGM at 18-15.

Signed by the Chair Date.....