

THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL
HELD ON MONDAY, 11th NOVEMBER 2019

Present: Councillors J Hogg (Chair), E Mason, J Higgins, S Williams, K McGonnell, P Mason, J Bradley

Apologies for absence were received from Councillor J Cairns

2019/11/11/01

PUBLIC QUESTIONS

There were no representatives of the public present.

2019/11/11/02

THE MINUTES OF THE MEETING held on 7th October 2019 were **AGREED** as a correct record. It was noted that item 2019/10/07/10/5 should read 'role and responsibilities'.

2019/11/11/03

WINGATE NURSERY- COMMUNITY INTEREST COMPANY

The Chairman welcomed representatives of the recently formed Children in Nature Community Interest Company (CIC) who had previously met with the Parish Council in relation to leasing the former Park Keeper's cottage which was planned to be used as a nursery facility. A written update from the CIC was circulated together with a constitution and a safe guarding policy.

A verbal update followed during which the Parish Council was thanked for its patience. It was noted that various grant applications had been submitted and crowd funding was also ongoing. A priority was to raise funds of circa £20k in order to fund a new roof and so to secure the building. It was noted that the existing nursery had healthy reserves and it was still hoped this money could be accessed and utilised.

Lengthy discussion followed with a number of questions and answers including, particularly, a question relating to when the CIC could sign a lease and whether or not Durham County Council would allow children to attend a facility in the park. There was no definitive answer as to when a lease could be signed and it was noted a further meeting with representatives of Durham County Council was to be held regarding what it would and would not agree to. Members felt the outcome of this meeting was critical. In relation to a question about whether a lease needed to be signed prior to the Parish Council paying for boundary fencing it was noted that the fencing may not be needed if a lease was not entered into.

Concern was raised about the potential for children to have to use nurseries outside of the village. Representatives of the CIC felt Durham County Council was in denial about nursery places being oversubscribed. Members felt that Parish Council could look to help promote what the CIC was doing and its intentions.

Discussion followed about the use of Section 106 monies although it was noted that there had been a shortfall in phase one money and phase two monies could be several years away from being accessible.

Following further general discussion representatives of the CIC were thanked for attending the meeting. Following their departure general discussion continued. Members referred to a previous statement from representatives of the nursery about having funding in place although that did not now appear to be the case. It was also noted that Durham County Council had not originally supported the nursery because, among other things, a report written by the nursery had raised concerns about long term financial sustainability.

RESOLVED the information given be noted and further progress be awaited.

2019/11/11/04

POLICE MATTERS

There was no Police report.

2019/11/11/05

PROGRESS REPORT

(1) Web Site

The Clerk advised that discussions with Durham County Council had highlighted that a web site could be build and hosted at an approximate cost of £700 per annum. The County Council was noted as providing a service which a number of other Parish Councils utilised.

Following general discussion it was **RESOLVED** the Clerk be authorised to liaise with Durham County Council to create a Parish Council web site.

(2) Notice Boards

RESOLVED the Clerk be authorised to proceed with the purchase and installation a notice board adjacent to the pit wheel based on the prestige post mounted board circulated details of which were circulated.

(3) Adoption of a Former red BT Phone Box

RESOLVED that the potential location and use of a former BT phone box be considered at a future meeting of the Parish Council.

(4) Park Sign

RESOLVED the Clerk be authorised to proceed with the purchase and installation of a park sign at a cost of approximately £130.

(5) Former BT Phone Box

RESOLVED the issue be discussed at a future meeting of the Parish Council.

(6) Christmas Celebrations

The Clerk advised that both the Christmas tree and light column decorations were planned to be installed week commencing 25 November 2019. Following safety tests three additional columns were planned to be fitted with lights.

RESOLVED the information given be noted and progress be awaited.

(7) Chairmanship Course

The Clerk circulated chairmanship course notes following a course

attended by Councillor Williams who thanked the Parish Council for his attendance.

RESOLVED the information given be noted.

(8) Pit Heaps Area

The Clerk advised that a site meeting had been held the previous week to discuss proposals from Durham County Council to help tackle anti-social behaviour on the pit heaps area. It was noted that boulders were proposed at the northern and southern areas of the site to block access and further boulders and a gate was proposed at the access point to the rear of the former betting shop. It was noted that consultation had taken place with some residents as well as the Police and Highways Authority.

Following general discussion it was **RESOLVED** the Parish Council support the proposals and consultation be held with neighbouring allotment tenants regarding access to their allotments via a gated area.

2019/11/11/06

PLANNING APPLICATIONS

RESOLVED that no objections be made to the following applications:

6 Durham Road, Wingate- dropped kerbs

2019/11/11/07

CORRESPONDENCE

(a) Coalfields Regeneration Trust Funding Fair

RESOLVED that details of a Coalfield Regeneration Trust funding fair on 13 November be noted.

(b) Community Christmas Party

RESOLVED the Parish Council make a donation of £270 towards a community children's Christmas party.

(c) Intra Health- Alzheimer's Society

RESOLVED the Clerk seek further information from Intra Health following a request for financial assistance towards helping to make Wingate a dementia friendly village.

2019/11/11/08

RISK MANGEMENT PLAN

The Clerk presented an updated risk management plan which had been circulated with the agenda. The Clerk highlighted the Parish Council's most significant risk related to the management of its budget and very low reserves particularly. He stated that if reserves were not built up then an emergency situation could potentially not be dealt with. The Clerk also highlighted that allotment issues although currently being managed remained an amber risk. The Clerk reminded Members that the water supply at the park was served by an old lead pipe and further repairs to it had been undertaken during the year. Advice from the contractors was noted as being that the pipe would eventually reach a stage where it would need replacing and costs would be significant. The water supply at the park was noted as

being an amber risk.

Following general discussion it was **RESOLVED** the information given be noted and further updates be awaited.

2019/11/11/09

PAYMENTS AND FINANCIAL MATTERS

(a) Authorisation of Payments

RESOLVED that authorisation be given for the following payments:

Enlighten- Pit Wheel Light Repairs	
Cheque No. 405343	£365
TSL- Line Marker	
Cheque No. 405344	£108
Npower- Xmas Tree Lights	
Cheque No.405345	£89.99
Durham CC- Diesel	
Cheque No.405346	£59.88
BT- Broadband at Park	
Cheque No. 405347	£110.80
Great North Air Ambulance Service- Donation	
Cheque No. 405348	£300
Harbro Electrical Wholesale- Xmas Lights	
Cheque No. 405349	£396.42
J Devine- Remembrance Piper	
Cheque No. 405350	£150
Wingate Constitutional Club—Xmas Party Donation	
Cheque No. 405351	£200
Gulley House- Xmas Party	
Cheque No. 405352	£50
Charlton House- Xmas Party	

Cheque No. 405353	£50
Wingate Primary School- Xmas Party	
Cheque No. 405354	£50
Wingate Community School- Xmas Party	
Cheque No. 405355	£50
Wingate RC Primary School- Xmas Party	
Cheque No. 405356	£50
TSL - Fertilizer	
Cheque No. 405357	£405.60
Horns Garden Centre- Flowers Etc	
Cheque No. 405358	£329
Horns Garden Centre- Misc Items	
Cheque No. 405359	£21.63
J Devine- Remembrance Piper	
Cheque No. 405360	£50
Roch ndt Services- Light Column Testing	
Cheque No. 405361	£300
TSL- Fertilizer Etc	
Cheque No. 405362	£55.20
Orbis- Security Shutter Hire	
Cheque No. 405363	£171.81
Steadfast Security- CCTV Monitoring	
Cheque No. 405364	£169
Clerk- November Office Allowance	
Cheque No. 405365	£50
Durham County Council- Commando Box Installation	
Cheque No. 405366	£938.37

CDALC- Member Training	
Cheque No. 405367	£30
Calor Gas- Park	
Cheque No. 405368	£24.28
Durham CC- Diesel	
Cheque No. 405369	£50.20
Steadfast Security- Annual CCTV Maintenance Agreement	
Cheque No. 405370	£816
Wingate Community Association- Wreaths Refund	
Cheque No. 405371	£112.50

(b) Bank Reconciliation

The Clerk presented a bank reconciliation for the period to 19 September 2019 which showed a balance of 109414.41 with un-presented cheques to the value of £567.49 leaving a balance of £108846.92. The Clerk advised that in September alone there was further expenditure of over £13k and so the bank reconciliation was not a true reflection of the Parish Council's financial situation.

Following general discussion including specific comments relating to the potential for the watering of hanging baskets to be undertaken in-house it was **RESOLVED** the information given be noted and further reports be awaited.

2019/11/11/10

RESPONSIBILITIES OF THE CLERK

Discussion followed in relation to a request for a special meeting that had been refused by the Clerk. Members felt that if a request for a special meeting came from the Chairman or two members then it should proceed. The Clerk advised that at the time he was without a lap top and the regular meeting was to take place soon after the request. A Member stated this had not been made clear. Some Members felt that special meetings needed to be based on extraordinary circumstances or issues.

Following general discussion it was **RESOLVED** that where the Chairman or two Members request a special meeting then the request should be adhered to.

2019/11/11/11

REPORTS

(a) The Clerk

There were no reports from the Clerk.

(b) **Members**

(1) Trees on Front Street/Adjacent to Shops

Following discussion about the potential for damaged or missing trees to be replaced on parts of the Front Street area adjacent to shops it was noted that Durham County Council were to block pave these areas.

RESOLVED the information given be noted.

(2) Speeding- Wellfield Road

A Member reported speeding at the Wellfield Road area. It was suggested that requesting a formal speed survey could take a significant time to arrange although if residents or Members of the Parish Council were interested then use of a speed gun could be arranged.

RESOLVED the information given be noted and further word be awaited.

(3) Skate Park

A Member asked whether it would be possible to consider the installation of a skate park in the village. It was noted that there had been previous requests although initial investigations had highlighted that costs proved prohibitive.

It was suggested that the potential for a skate park could be considered in the context of potential section 106 monies the Parish Council may be able to access.

RESOLVED the information given be noted and further progress be awaited.

(4) Community Association Annual Funding

A Member referred to the previous minutes and the inclusion of £11k paid to the Community Association and queried the detail relating to it. Another Member stated that the Parish Council made an annual contribution of circa £27k to the Community Association which was made to help keep it open. Discussion followed as to whether this was reviewed and how the Community Association promoted itself and its activities. It was stated that the Community Association would repay any monies not required.

It was suggested that more promotion could lead to more revenue and so less of a requirement for subsidy from the Parish Council.

RESOLVED the information given be noted.

(5) Temporary Flashing Children Crossing Sign

It was noted that the temporary flashing children crossing sign was not working because of work awaited from the Northern Power grid. I was noted this could impact of the Christmas decorative lights.

RESOLVED the information given be noted.

(6) Damaged Fence- Dawson Road

Following a query it was noted that a damaged fence in the Dawson road area was the responsibility of Believe Housing.

RESOLVED the information given be noted.

(c) **County Councillor**

County Councillor Higgins gave a brief update on his activities relating to the County Council. It was noted that yellow lines were progressing well in the Moore Lane area. Road safety issues including discussion relating to the pinch point were ongoing and a report relating to regeneration issues and potential improvements relating to the Front Street area was being prepared by officers within the County Council.

Following general discussion County Councillor Higgins was thanked for his report and it was **RESOLVED** the information give be noted.

2019/10/07/11

SCHEDULE OF ONGOING MATTERS

RESOLVED that the schedule of ongoing matters be noted.

2019/10/07/12

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the press and Public be excluded from the following item of business due to the disclosure of confidential information.

2019/10/07/13

WOODMAN'S COTTAGE ALLOTMENT SITE

The Clerk gave an update on the Woodmans Cottage Allotment site and advised that a valuation of the site had now been received.

Following general discussion it was **RESOLVED** the Clerk, Chair and Vice Chair be authorised to meet with the tenants of Woodmans Cottage Allotment site to discuss the potential sale of it

CERTIFIED TRUE RECORD

CHAIRMAN

DATE