

**THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL**  
**HELD ON WEDNESDAY, 12th AUGUST 2020**

**Present:** Councillors E Mason (Chair), S Williams, P Mason, J Cairns,  
P Daly

Apologies for absence were received from Councillors J Higgins, J Hogg and J Bradley

2020/08/12/01

**APPOINTMENT OF CHAIR PERSON**

**RESOLVED** that Councillor E Mason be appointed Chair Person for the ensuing year.

2020/08/12/02

**APPOINTMENT OF VICE CHAIR**

**RESOLVED** that Councillor S Williams be appointed Vice Chair Person for the ensuing year.

2020/08/12/03

**PUBLIC QUESTIONS**

A member of the public introduced himself and advised that he was interested in the vacancy on the Parish Council. The Clerk advised that the Parish Council had recently advertised the vacancy and members of the public had until 20 August to seek an election. If no election was called the Parish Council would then have to follow a co-option process. The member of the public was advised to await further notices that would be published relating to the vacancy.

**RESOLVED** the information given be noted.

2020/08/12/04

**THE MINUTES OF THE MEETING** held on 12<sup>th</sup> August were agreed as a correct record.

2020/08/12/05

**POLICE MATTERS**

The Clerk advised that since the last meeting and during the period of lockdown he had been in contact with the Police. Crime levels had been relatively low and statistics that had been sent through were now out of date although it was anticipated that these would be sent to coincide with regular Parish Council meetings.

**RESOLVED** that the information given be noted.

2020/08/12/06

**CASUAL VACANCY**

The Clerk advised that following the resignation of Councillor McGonnell the Parish Council had a legal responsibility to advertise the vacancy and this should have been done immediately although because of the lockdown the Clerk had delayed notifying Durham County Council and so delayed the advertisement of the vacancy.

It was noted that should 10 electors request an election then one would have to be held although it would be delayed until May 2021. If no election is called then the Parish Council must seek to fill the vacancy via co-option which would mean a further notice for this.

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

2020/08/12/07

### **PROGRESS REPORT**

(1) Notice Board

The Clerk advised that the new notice board adjacent to the pit wheel has been installed and was being used.

**RESOLVED** the information given be noted.

(2) Web Site

The Clerk advised that the web site was complete and was live although some existing content was about to be updated.

**RESOLVED** the information given be noted.

(3) Telephone Box

The Clerk advised that the phone box at Dodds Terrace was scheduled to be removed by BT due to lack of usage. On behalf of the Parish Council he had requested that it remain as a service for the village. County Councillor Higgins had done the same but it was likely that it would be removed.

The Clerk referred to previous discussions about the potential to install a former red phone box in the village either for decorative or other purposes. It was noted that some communities used them as a library facility. The Clerk advised that the Parish Council needed to consider insurance and repair and maintenance issues as there was a real potential that any such phone box would be vandalised.

Members felt that potential for vandalism should not deter something that could potentially improve the village although it was recognised that the matter needed further consideration

**RESOLVED** the information given be noted and the potential for a former red BT phone box be considered further.

(4) Play Scheme

The Clerk advised that the summer play scheme was not able to be held and while consideration could be given to an alternative later in the year there was a potential that nothing would be able to take place.

**RESOLVED** the information given be noted.

(5) Park- Motor Vehicle Prevention

The Clerk advised that he had previously met with a representative of the County Council regarding the potential of installing boulders at a section of the park to prevent vehicles driving onto grassed open space areas. The cost was approximately £2k which potentially could be funded by way of County Councillors AAP funding.

The Clerk suggested that consideration should be given to installing gates or stiles to limit vehicles access at three potential points from the former railway lines and through the woodland to the RC Primary School.

Following general discussion it was **RESOLVED** the information given be noted and the Clerk seek further details regarding the potential introduction of gates or stiles.

(6) Park Fencing

The Clerk advised that damaged fencing at the park had been repaired.

**RESOLVED** the information given be noted.

(7) Flag Pole

The Clerk advised that requests from representatives of the community had been received for a flag pole to be installed with a Union Jack flsg. County Councillor Higgins had offered to use £1k AAP funding towards the purchase and installation of a pole subject to it been authorised by the AAP.

Members supported the proposal and suggested it be installed next to the war memorial with, if viable, a decorative fence around.

**RESOLVED** the Clerk be authorised to submit an AAP funding application and proceed with the purchase and installation of a flag pole and Union Jack flag.

(8) Section 106 Monies

The Clerk reminded Members of the potential for Section 106 monies to be made available to fund recreation projects in the village. It was noted that consultation had commenced but it had stalled due to the Covid 19 lock down.

**RESOLVED** the Clerk be authorised to recommence consultation to ascertain public views on potential recreation projects in the village.

2020/08/12/08

### **CHILDREN IN NATURE CIC/FORMER PARK KEEPERS COTTAGE**

The Clerk advised that a site meeting had resulted in a boundary fence line being agreed with the nursery/CIC which was consistent with the former Park Keeper's garden. It was understood a contractor had been appointed by the CIC to undertake the refurbishment works and it was noted that it was hoped a lease could be signed shortly.

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

2020/08/12/09

### **ALLOTMENT UPDATE**

The Clerk gave an update on allotment issues. It was noted that along with Councillor Bradley he had undertaken a site meeting at North Road West and Market Crescent. It was noted that at North Road West there were several plots which were untidy. It was noted the nursery had asked to occupy an allotment which had recently become vacant adjacent to one it already occupied. The Clerk advised that there was another allotment vacant which was felt suitable for an applicant for an allotment who had attended Parish Council meetings prior to lock down. The Clerk also reminded Members about a section of fencing needed which had been missed from an environmental improvement scheme several previous. The cost of the fencing was circa £3500.

The Clerk advised that Durham County Council had made contact regarding the condition of an allotment at Market Crescent and the need for it to be tidied. The site meeting had highlighted the allotment was being used almost as a scrap yard or dumping ground. It was felt the Parish Council's solicitor should be engaged to help deal with the matter.

The Clerk advised that there was a vacant allotment on the site which he intended to offer to someone who had expressed an interest in taking an allotment.

Following a query the Clerk outlined that a more robust process for allocating allotments was needed including site meetings prior to it happening.

Following general discussion it was **RESOLVED** that:

- (a) the nursery be offered the tenancy of a vacant allotment at North Road West;
- (b) allotment tenants at North Road West be reminded of the need for them to be kept tidy and further site inspection take place;
- (c) the Clerk be authorised to order new fencing and gates at North Road West in line with the quotation outlined;
- (d) the Clerk allocate a vacant allotment at Market Crescent; and
- (e) the Clerk liaise with the Parish Councillors solicitor regarding the condition of an allotment at Market Crescent.

2020/08/12/10

**PARK UPDATE**

The Clerk gave an general update on the park which had continued to be maintained during lock down. It was noted that recently the bowling club and football teams had been allowed to use certain facilities following strict guidelines. Football teams were now playing games subject to a risk assessment they needed to submit. The Clerk outlined there had been numerous requests from teams outside of the village to use the facilities including one from Stockton the past Chairman had agreed to. The Clerk advised that all requests for use of the facilities should be directed to him.

A Member asked that the Park Keeper and Assistant be thanked for their work in keeping the park in such good condition.

**RESOLVED** the information given be noted.

2020/08/12/11

**PLANNING APPLICATIONS**

**RESOLVED** that no objections be made to the following application:

23 Dawson Road- addition of a porch to front access and alterations to existing bay window

24 Dawson Road- single storey rear extension

2020/08/12/12

**CORRESPONDENCE**

There were no items of correspondence.

2020/08/12/13

**FEES FOR 2020/21**

**RESOLVED** that fees remain as in 2019/20.

2020/08/12/14

**PAYMENTS AND FINANCIAL MATTERS**

(a) Authorisation of Payments

**RESOLVED** that authorisation be given for the following payments:

Harrisons Packaging-Doggy Bags

Cheque No. 405452 £774

DCC- Council Tax

Cheque No. 405453 £3294.34

Anglian Water- Park

Cheque No.405454	£64.39
Durham CC- Trade Waste	
Cheque No.405455	£277.16
BT- Broadband at Park	
Cheque No. 405457	£70.80
TMJ Solicitors- Park Lease	
Cheque No. 405458	£100
Park Keeper- Electric Refund	
Cheque No. 405459	£20
Durham CC—Machine Repairs	
Cheque No. 405460	£105.68
Steadfast Security- CCTV Monitoring	
Cheque No. 405461	£169
Orbis- Security Shutter Hire	
Cheque No. 405462	£182.97
Durham CC- February Diesel	
Cheque No. 405463	£28.38
Clerk- Line Rental & Calls	
Cheque No. 405464	£45
Park Keeper- Line Rental & Calls	
Cheque No. 405465	£45
MKM- Paint Etc	
Cheque No. 405466	£34.90
Npower- Pit Wheel	

Cheque No. 405467	£21.72
Horns Garden Centre- Misc Supplies	
Cheque No. 405468	£29.58
Npower- Xmas Tree Lights	
Cheque No. 405469	£31.96
UK Fuel- Petrol	
Cheque No. 405470	£12.60
Clerk- Postage Refund	
Cheque No. 405471	£42.70
Clerk- April Office Allowance	
Cheque No. 405472	£50
BT- Broadband at Park	
Cheque No. 405473	£72.24
Wingate Community Association- Annual Funding	
Cheque No. 405474	£16000
TSL- Fertilizer Etc	
Cheque No. 405475	£228
Park Keeper- Electric Refund	
Cheque No. 405476	£30
Park Keeper- Refund for Sanitizer	
Cheque No. 405477	£5
CDALC- Annual Subscription	
Cheque No. 405478	£586.95
Npower- Holy Trinity Church	

Cheque No. 405479	£491.81
Npower- Pit Wheel	
Cheque No. 405480	£317.33
Orbis Protect- Security Shutter Hire	
Cheque No. 405481	£222.68
LITE- Xmas Lighting Deposit	
Cheque No. 405482	£2655
Clerk- May Office Allowance	
Cheque No. 405483	£50
TSL- Spraying of Football Pitches	
Cheque No. 405484	£396
BT- Broadband at Park	
Cheque No. 405485	£72.24
Clerk- Refund for Spreader	
Cheque No. 405486	£40
Durham CC- Machine Repairs	
Cheque No. 405487	£55.15
Npower- Pit Wheel	
Cheque No. 405488	£35.64
Par Petroleum	
Cheque No. 405489	£171.87
Durham CC- 20/21 Payroll SLA	
Cheque No. 405491	£1593.12
TSL- Line Marker & Fertilizer	

Cheque No. 405492	£196.20
Clerk- Line Rental & Calls	
Cheque No. 405493	£45
Clerk- June Office Allowance	
Cheque No. 405494	£50
Park Keeper- Line Rental & Calls	
Cheque No. 405495	£45
UK Fuels- Petrol	
Cheque No. 405496	£8.52
1A Shutters & Grills- Repairs	
Cheque No. 405497	£108
Alice House Hospice- Donation	
Cheque No. 405498	£100
Zurich Insurance- Motor Insurance	
Cheque No. 405499	£509.63
Zurich Insuarncce- General Insurance	
Cheque No. 405500	£5781
BT- Broadband	
Cheque No. 405501	£112.24
Citizens Advice County Durham- Annual Grant	
Cheque No. 405502	£3782
Clerk- Postage Refund	
Cheque No. 405503	£29.25
Clerk- July Office Allowance	

Cheque No. 405505	£50
Orbis Protect- Security Shutter Hire	
Cheque No. 405506	£177.08
Npower- Bowls Pavillion	
Cheque No. 405507	£421.28
Orbis Protect- Security Shutter Hire	
Cheque No. 405508	£182.97
Npower- Xmas Lighting	
Cheque No. 405509	£63.29
Horns garden Centre- Misc Supplies	
Cheque No. 405510	£72.56
BT- Broadband at Park	
Cheque No. 405511	72.74
Durham CC- Licence Fee	
Cheque No. 405512	£1
TSL- Lime Marker and Knapsack Sprayer	
Cheque No. 405513	£282
Durham CC- Licence Fee for Notice Board	
Cheque No. 405514	150
Darlington BC- Flowers	
Cheque No. 405515	£2503.24
MKM- Postcrete	
Cheque No. 405516	£57.50
D&H Webster Landscaping- Watering of Baskets	

Cheque No. 405517	£306
Orbis- Security Shutter Hire	
Cheque No. 405517	£306
Orbis- Security Shutter Hire	
Cheque No. 405518	£182.97
TMJ- Legal Services Allotment Advice	
Cheque No. 405519	£120
Par Petroleum	
Cheque No. 405520	£171.87
Clerk- McAfee Refund	
Cheque No. 405521	£89.99
UK Fuels Ltd	
Cheque No. 405522	£13.26
Horns Garden Centre- Misc Supplies	
Cheque no. 405523	£15.68
Peart Fencing- Park Fence Repairs	
Cheque No. 405524	£594
Clerk- August Office Allowance	
Cheque No. 405525	£50
Calor Gas- Park	
Cheque No. 405526	£24.28
Jim Hart- Notice Board Installation	
Cheque No. 405527	£120

(b) Annual Governance and Accountability Return 2019/20

**RESOLVED** the Clerk and Chairman be authorised to sign the Annual Governance and Accountability Return prior to submission to the external auditor and a copy be circulated all Members including those not in attendance.

2020/08/12/15

**REPORTS**

(a) **The Clerk**

There were no reports from the Clerk.

(b) **Members**

(1) Community Litter Picking

**RESOLVED** the Clerk liaise with Durham County Council regarding community litter picking equipment.

(2) Front Street- Litter

A Member reported litter on the front street area which did not appear to be being picked. It was noted that the person responsible for litter picking from Durham County Council was no longer working.

**RESOLVED** the Clerk liaise with Durham County Council to identify what litter picking arrangements were in place.

(3) Skate Park

A Member reported they had been approached by people in the community regarding the potential for a skate park to be installed. It was noted this had arisen several times in the past and realistically it could not be afforded without external funding. The Clerk suggested that Section 106 monies could be used for this subject to there being sufficient demand and a suitable location. However, this money would not be available for several years.

**RESOLVED** the information given be noted and those in the community interested in a skate park be encouraged to respond to the Section 106 consultation.

(3) Covid 19

A Member referred to Covid 19 and the lock down period and community activity that had taken place. The local Vicar and a representative were praised for their hard work particularly in terms of running a food bank. It was suggested the Parish Council thank them for their work and offer assistance including the potential for a donation. Reference was made to the Shotton Community Partnership and its work in supporting other villages.

**RESOLVED** that:

- (1) The information given be noted:
- (2) The Clerk thank the local Vicar and representative of the Co-op for their hard work in supporting the community;
- (3) The Parish Council offer support including financial assistance to the food bank and other community support activity.

(4) Scare Crow Competition

**RESOLVED** the Parish Council offer first, second and third placed prizes for a community scare crow competition.

(5) Hedge Rows

**RESOLVED** that the reintroduction of hedge rows be considered at the next meeting.

(6) Bus Services

A Member reported that bus services were now operating as normal following the recent period of lock down.

**RESOLVED** the information given be noted.

(c) County Councillor

In the absence of the County Councillor there was no County Council report.

2020/08/12/16

**SCHEDULE OF ONGOING MATTERS**

**RESOLVED** that the schedule of ongoing matters be noted.

**CERTIFIED TRUE RECORD**

CHAIRMAN .....

DATE .....