

**THE MINUTES OF THE MEETING OF THE WHEATLEY HILL PARISH COUNCIL
HELD ON MONDAY 3 DECEMBER 2018**

Present: Councillor J Miller (Chair)
Councillors E Carr, E Goyns, M Goyns,
B Miller, L Stewart, C Stogdale and L White

1 THE MINUTES OF THE LAST MEETING held on 3 December 2018 a copy of which had been circulated to each Member, were approved and signed by the Chair.

2 PUBLIC QUESTIONS

There was no public present at the meeting.

3 POLICE

There was no Police present at the meeting.

4 COUNTY COUNCILLORS REPORT

There was no County Councillors present at the meeting.

5 CORRESPONDENCE

(1) Request for Financial Assistance - Wheatley Hill Community Nursery

The Clerk reported the receipt of a request for financial assistance from Wheatley Hill Community Nursery.

RESOLVED that a donation of £300 be made from the Section 137 Budget.

(2) Royal Garden Party

The Clerk reported the receipt of correspondence from the County Durham Association of Local Councils advising of the Royal Garden Party in 2019.

RESOLVED that Councillor Mrs L Stewart be nominated to attend the Royal Garden Party on behalf of Wheatley Hill Parish Council.

(3) Wheatley Hill Steering Group

The Clerk reported that the next meeting of the Wheatley Hill Steering Group would be held on 17 January 2019 at 1pm in Wheatley House.

RESOLVED that the information given, be noted.

6 PLANNING

There were no planning matters.

7 HEAD GROUNDPERSONS REPORT

The Clerk reported on routine work undertaken in the Cemetery and around the village since the last meeting, details of which were outlined to Members.

RESOLVED that the information given, be noted.

8 CLERK'S REPORT

(1) Allotments/Stable Blocks

(a) Waiting List

The Clerk reported that applicant 5/2018 had been removed from the Parish Council's waiting list.

RESOLVED that the information given, be noted.

(b) Allotment 7

The Clerk reported that applicant 7/2018 had accepted the tenancy of allotment 7, signed the tenancy agreement and paid the annual rent.

RESOLVED that the information given, be noted.

(2) Village Newsletter

The Clerk reported that the newsletter was ready for delivery to every household in the village. Members were advised that 1,500 copies of the newsletter cost £551.50 and the cost for delivery was £200.00.

It was suggested that Mrs P Carr be sent a bouquet of flowers as a thank you for her help with the newsletter.

RESOLVED that the information given, be noted.

(3) Budget 2019/2020

The Clerk reported that Durham County Council had confirmed the Local Council Tax Reduction Scheme Grant for 2019/2020 was £19,685.00 and the tax base was 683.6.

Members discussed the options and it was suggested that the budget be based on a standstill overall budget of £121,058.00 which equated to a 0.45% increase.

RESOLVED that the Clerk prepare a budget based on a standstill overall budget of £121,058.00 for Members consideration at the next meeting.

(4) Summer/Winter Bedding

The Clerk reported that following the last meeting Durham County Council were asked permission to attach a flower trough to the road signs at the entrance to the village at Marley Fields. To date no response had been received. Members were advised that 1M self-watering tubs could be located at the base of the signs at a cost of £541.45 each, however a tub of this size may be too large.

Members discussed at length the provision of flowers in the village and the options available to provide more at various locations throughout the village.

Councillor B Miller advised that the provision of flowers was raised at the last meeting of the Wheatley Hill Steering Group. Wheatley House had asked the Parish Council to supply them with 2 hanging baskets. Members discussed the provision

of hanging baskets and it was suggested that the planters located on the Front Street could be re-located to Wheatley House.

The Clerk suggested that she contact Wheatley House to discuss their requirements and enquire if the planters from the Front Street could be re-located to Wheatley House.

RESOLVED that the information given be noted and further developments be awaited.

(5) Cemetery

The Clerk reported that a quotation had been received from Durham County Council for the repair/re-surfacing of the paths in the Cemetery, details of which were outlined to Members.

With regard to the extension of the Cemetery the Clerk reported that a letter had been sent to the owner of the adjacent field asking about the possibility of the Parish Council purchasing land for expansion of the Cemetery.

RESOLVED that the information given, be noted and further developments be awaited.

(6) Christmas Lights

The Clerk reported that Wingate Parish Council were asked to provide information on the Christmas Lights they had installed this year on Durham County Council owned light columns throughout the village.

Details of the process and costs involved were outlined to Members.

RESOLVED that the information given, be noted.

(7) Ex-Gratia Christmas Payments

The Chair suggested that an ex-gratia Christmas payment of £300 be made to J Davies and J Thompson and an ex-gratis payment of £200 be made to K Walton.

RESOLVED that approval be granted for an ex-gratia payment of £300.00 to J Davies and J Thompson and £200 to K Walton from the Chair's Account.

9 PAYMENTS

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
105508	Horns	Christmas Trees and Tub	154.58	30.91	185.49
105509	J Miller	Telephone Allowance	25.00		25.00
105510	J Thompson	Telephone Allowance	25.00		25.00
105511	J Davies	Ex Gratia Christmas Payment	300.00		300.00
105512	K Walton	Ex Gratia Christmas Payment	200.00		200.00
105513	J Thompson	Ex Gratia Christmas Payment	300.00		300.00
105514	J Thompson	Reimbursement - Laptop	478.33	95.67	574.00
105515	Wheatley Hill Community Nursery	Section 137 Donation	300.00		300.00

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105516	A Telford		Delivery of Village Newsletter		200.00		200.00
105517	Whites		Newsletter		551.50		551.50
105518	Wheatley Hill Community Association		Section 137 Donation		2000.00		2000.00
105519	J Davies		Reimbursements		272.41	53.68	326.09
105520	J Thompson		Reimbursements		54.16		54.16
105521	JAC's Accountancy Limited		Payroll Services - December 2018		14.00	2.80	16.80
Internet Banking	Payroll		Wages - December 2018		4,278.73		4,278.73
Internet Banking	HMRC/DCC		PAYE/Pension - December 2018		2685.34		2685.34
Direct Debit	British Telecom		Telephone/Internet		46.17	9.23	55.40
Invoice 19	Co-Op Bank		Service and Commission Charges		9.75		9.75
				TOTAL	11,885.22	192.29	12,077.51

RESOLVED that the payments listed be endorsed.

10 RISK MANAGEMENT

There was nothing to report.

..... **Signed**

..... **Dated**