

At a Meeting of
WHORLTON AND WESTWICK
PARISH COUNCIL
On Tuesday 21st May 2019, 7.00pm

Present: Cllr George Stastny (acting Chairman), Cllr Ian Wilkinson, Cllr Lynda Powell, Cllr Lucy Hoskyns-Abrahall, and Cllr Martin Saville

Clerk: Jonathan Dickinson

The Clerk distributed some documents amongst the councillors, including an up-to-date cashflow statement, and a copy of the most recent bank statements. The councillors reviewed the current financial position.

Members of the public were at the meeting. The acting Chairman (Cllr George Stastny) invited public comments, and the councillors listened.

1 Election of Chairman and Vice-Chairman

Cllr Lucy Hoskyns-Abrahall was re-elected Chairwoman, and Cllr George Stastny was re-elected as Vice-Chairman.

2 Apologies & Interests

Apologies were received from Cllr David Kinch. Late apologies were received from Cllr Roger Foster.

3 Minutes of meeting 19.03.2019

The Chair signed the minutes.

RESOLVED: that the Minutes be approved.

4 Pub benches: permission to place on village green; plaque or not

The Clerk reported that there was a request to place two picnic tables on the village green immediately in front of the pub. The picnic tables were donated to the Parish Council in 2018, and there was also a question of whether to affix a plaques to the picnic tables.

RESOLVED: that permission be granted; and that no plaques be affixed.

5 Plaque for straight bench

There was a request for a plaque to be affixed to the straight bench, which currently is situated in the Play Area.

RESOLVED: that permission be granted for the WVCA to affix a plaque to the straight bench.

6 Play Area: directional sign for the public; grasscutting; installation of play equipment

The Clerk reported email correspondence that had passed with WVCA. As a result, there were proposals regarding a sign, and grasscutting. The Clerk also reported that some funds could be tied up for longer than expected, and that the play equipment suppliers had notified

the Clerk that the desired modification of the specification would lead to unnecessary extra costs. It was noted that the councillors had examined and compared quotations from 6 suppliers at the meeting in March 2019.

RESOLVED: that the Clerk ask Durham County Council to affix a directional sign for the public reaching the Play Area to the lamp post outside the graveyard; that the Clerk obtain a further quote for grasscutting of the Play Area; and that the Clerk instruct Streetscape to instal play equipment as per their most recent quote.

7 Permission to WVCA for events on village green

The Clerk reported to the councillors the request from WVCA for permission to hold two events on the village green.

RESOLVED: that the WVCA be granted permission for both events on condition that a risk assessment is carried out and documented.

8 Report of Internal Auditor and Approval of accounts

The Clerk had previously circulated the report of the Internal Auditor. There was a discussion about its contents. The Clerk also supplied to the meeting the list of every transaction in the financial year ending March 2019, a summary of these transactions, and a cashflow statement for the coming 12 months.

RESOLVED: that pursuant to the report of the Internal Auditor, the Clerk should minute reasons for not choosing the cheapest contractor; and that the accounts be approved.

9 Review Asset Register

The Clerk presented to the councillors the asset register for the year ending March 2019. There was a close scrutiny of the current valuations, as these would be relied upon by the insurer.

RESOLVED: that the current valuations be left the same; and that the old play equipment be removed from the register.

10 Review Standing Orders

The Clerk noted that the Standing Orders contained provisions on procurement which conflicted with those of the Financial Regulations.

RESOLVED: that the Clerk draft an amendment to the Standing Orders for approval at the next meeting.

11 Review Financial Regulations

The Financial Regulations were also considered.

RESOLVED: that the Financial Regulations not be changed in any way.

12 Review and renew insurance

The Clerk had obtained competing quotes from insurance companies. The incumbent remained the cheapest.

RESOLVED: that the Clerk renew with the incumbent, and negotiate additional cover for the new play equipment.

13 Approval of Annual Return Section 1

Section 1 of the Annual Return was circulated to, and studied by, the councillors.

RESOLVED: that Section 1 of the Annual Return be approved.

14 Approval of Annual Return Section 2

Section 2 of the Annual Return was circulated to, and studied by, the councillors.
RESOLVED: that Section 2 of the Annual Return be approved.

15 Certificate of exemption from full audit

Soe Chair signed the minutes.

RESOLVED: that the Council authorise the exemption from full audit.

16 Litigation costs; update; next steps

The Clerk reported that the Financial Services Ombudsman had decided that Parish Councils aren't eligible to use its service. The Clerk advised that this complaint might rumble on for many months or even years.

RESOLVED: that the Clerk transfer the appropriate amount into the reserve account in the meantime.

17 Application to Land Registry

The Clerk reported that there had come to light a discrepancy between the boundary of the village green registered with the Land Registry and the boundary registered with Durham County Council in 1967 which could not be adequately explained or justified.

RESOLVED: that the Clerk make an application to align the boundary of the village green registered with the Land Registry to mirror the boundary registered with Durham County Council in 1967.

18 Cemetery extension: authority to use the services of Durham CC for cemetery; adoption of Durham CC Cemetery Regulations.

The Clerk updated the councillors on the negotiations which had been taking place with Durham County Council.

RESOLVED: that the Parish Council in principle approves the use of Durham County Council as agent in the management of the cemetery extension; that the Parish Council adopt Durham CC Cemetery Regulations; that the Parish Council adopt Durham CC Cemetery Fees; that the Clerk continue to negotiate the fine details of the arrangement and report back at the next meeting.

19 Planning applications arising at late notice

There were none.

20 Cheques

Cheques were authorised and signed for:

Registry application, HMLR, £7.00

Payroll processing, £14.40

Annual subscription to CDALC, £37.55

Annual subscription to SLCC, £43.00

Wages, Clerk, Staff Costs, £43.72

21 Matters not requiring a resolution

Some other matters were discussed.

Date for the next Parish Council Meeting:

16 July 2019

There being nothing further to discuss the meeting closed at 8pm.

16 July 2019, Chair