WALDRIDGE PARISH COUNCIL
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LOCAL COUNCIL AWARD SCHEME FOUNDATION

04 March 2015

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL** (Councillors Cork, Cooper, Davies, Foster, Harris, Howie, McDonnell and Moody)

Dear Sir / Madam

You are hereby summoned to attend a meeting of the **WALDRIDGE PARISH COUNCIL** which will be held at 1 Poplar Street, Waldridge Village on **Tuesday 10 March 2015 at 7.00pm**

BUSINESS

1. Welcome
2. To receive and accept apologies for absence
3. To receive and accept any Disclosable Pecuniary Interests from members in any item to be discussed
4. Questions and comments from members of the public – maximum 5 minutes per item / per individual (15 minutes in total)
5. To receive Police report (for information only)
6. To receive and approve the minutes of the meeting held on 10 February 2015 (copy attached)
7. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not on agenda (attached)
8. Parish matters and on-going items (attached)
9. To accept financial matters (attached)
10. To note date of next meeting

Yours faithfully

Angela Foster
Parish Clerk

8. PARISH MATTERS AND ON-GOING ITEMS:

a) **Planning Applications** Clerk

These have previously been sent via e-mail – view online for location/details (if any)

DM/15/00295/FPA	1 West Drive Chester-le-Street DH2 2XH	Erection of a single storey side extension

Decisions Needed:- *What recommendations to give*

b) **To consider any planning applications received after the agenda was published, this information is available on Durham County Council website–** to give Clerk delegated powers to proceed, unless it is a major / controversial application, whereby a special meeting will be called: Clerk

Decisions Needed:- *What recommendation to give*

c) **County Councillors report** (for discussion / decision / action or to be placed on next agenda)

To receive report from County Councillors to include –

Traffic management - Speed limits / Parking in Waldridge Village / Street lighting

Other issues - Birch View playground / Participatory Budget event / Community resilience

Decisions Needed:-

- *To note update*

d) **Co-option**

To note the two vacancies were not filled by election, now able to co-opt. To note problems with - council award scheme by not having elected members.

Decisions Needed:- *To note*

e) **Parking problems in the village**

To discuss proposed locations

Decisions Needed:- *To agree to next steps*

f) **Litter picks**

To note arrangements for the day - 28 March 2015.

Decisions Needed: *To note paperwork, to agree who being lead person*

g) **Fitness equipment monthly inspection**

Caretaker to update the council on monthly inspection.

Decisions Needed: *To note update*

h) **Action plan**

To discuss action plan, to make recommendations

Decisions Needed: *To agree and approve*

i) **Risk Assessment**

To view and accept policy

Decisions Needed:- *To agree, accept and adopt, to agree to being place on website*

j) **Audit**

To accept quote of £350.00 + VAT received from Shaun Lowery re internal audit, to review process

Decisions Needed:- *Agree costs and accept Shaun as Auditor. To note areas being reviewed this year, to approve the review process and to consider the outcome of the review of the effectiveness of Internal Audit.*

k) **Clippings**

The Clippings were distributed for approval

Decisions Needed:- To agree content, to agree distribution list

l) **Timetable of training events** (to note this to be a regular agenda item)

To note any forthcoming events

- HR training - several dates. Clerk requested to attend 2/7/15 - to see if any members wish to attend
- Audit training - 24 March - Clerk requested to attend
- Free regional event - 28 March - Clerk to attend

Decisions Needed:- To agree which attendees, to agree Clerk attending

m) **Nomination papers**

To distribute nomination papers for Chair and Vice Chair

Decisions Needed:- *To return in April in readiness for May Annual Meeting of the Council*

n) **Correspondence received** (for discussion / decision / action or to be placed on next agenda)

- Speed limit order - to note consultation

Decisions Needed:- *To note if any comments to make*

o) **Correspondence received after agenda published** (to note only)

For information only No decision to be made

p) **Waldridge in bloom working group update** Cllr Cork

To discuss inaugural meeting held 10 March

Decisions Needed:- *To note update*

q) **AAP forum updates**

To report from recently attended AAP working groups / forum to be given.

Decisions Needed:- *None needed*

r) **Urgent issues for noting** (Clerk to use delegated powers) **and any items Councillors wish to agenda for next meeting**

9. FINANCIAL MATTERS

To approve and sign the list of cheques drawn below:

(a) **Payments**

Recommended – that the following payments be agreed:

1. That the sum of £572.54 be paid to Mrs A Foster (February 2015 wage)
2. That the sum of £183.83 be paid to Mr B Laidler (February 2014 wage)
3. That the sum of £420.00 be paid to Mrs A Foster - reimbursement for goal posts
4. That the sum of £36.00 be paid to Mrs A Foster - allowance
5. That the sum of £2,310 be paid to St Barnabas Nursery
6. That the sum of £153.00 be paid to Studio 3
7. That the sum of £600.00 be paid to P Evans, Carnival Funfairs - tea pot rides

(b) **Receipts**

Recommended – that the following amounts be noted:

1. That the £30.00 was received for room hire

10. DATE AND TIME OF NEXT MEETING

14 April 2015 to commence at 7.00pm