WALDRIDGE PARISH COUNCIL
1 Poplar Street
Waldridge Village
Co Durham
DH2 3SE
0191 3881417

waldridge.parish@gmail.com

01 April 2012

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL** (Councillors Brannan, Cork, Donkin, Douglas, Foster, Harris, Howie, McDonnell, Richardson and Trotter)

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 April 2012 at 7.00pm**

BUSINESS

1. To receive and accept apologies for absence
2. To receive and accept Declaration of Interest from members in any item to be discussed
3. Questions and comments from members of the public – maximum 5 minutes per item / per individual (15 minutes in total)
4. To receive Police report (for information only)
5. To receive and approve the minutes of the meeting held on 13 March 2012 (copy attached)
6. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not on agenda (attached)
7. Parish matters and on-going items (attached)
8. To accept financial matters (attached)
9. To note date of next meeting

Yours faithfully

Angela Foster
Parish Clerk

7. PARISH MATTERS AND ON-GOING ITEMS:

a) **Planning Applications** Clerk

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

2/12/00044/FUL	7 Cedar Street Waldridge Chester-le-Street Durham DH2 3SH	Erection of single storey extension of rear of dwelling

Decisions Needed:- *What recommendation to give*

b) **To consider any planning applications received after the agenda was published –** to give Clerk delegated powers to proceed. Clerk

Decisions Needed:- *What recommendation to give*

c) **Northumbria in Bloom working group**

i. To receive update from working group held on 20 March.
ii. To discuss starting watering the beds
iii. To discuss tree planting – Jubilee trees
iv. To discuss summer bedding costs – Cost of summer bedding £2315.46 – other bedding plants costs to be brought to the meeting. To agree payment at this meeting.

Decisions Needed:-
i. To note
ii. To agree watering to begin
iii. To agree date for planting
iv. To agree costs involved for summer bedding, to agree payment

d) **Parking in the Village** Cllrs McDonnell and Brannan

To discuss feedback from working group

Decisions Needed:- *To agree to look into parking areas discussed*

e) **Jubilee event** Clerk

To discuss any update on event, to note costs of medals

Decisions Needed:- *To agree purchasing medals for jubilee and also funday*

f) **Fun day** Clerk

To discuss what activities to book for fun day 9 September 2012

Decisions Needed:- *To agree booking activities*

g) **Correspondence received** (for discussion / decision / action) Clerk

i. Resignation letter received from Judith Trotter
ii. Request from resident to ask if the garden waste couldn't be emptied earlier than April

Decisions Needed:- *i. To accept resignation and contact DCC re election*
ii. To note response from DCC

h) **Correspondence received after agenda was published** Clerk

For information only No decision to be made

i) **Parish Rooms**

To discuss quote received for taking boards off wall from company previously chosen.

Decisions Needed:- *i. To accept quote received and agree to carry out work*

j) **Standing orders / financial regulations** (attached) Clerk

To note any changes which need to be made before annual meeting of the council

Decisions Needed:- *To agree changes*

k) **Annual parish meeting – 24 April 2012** Clerk

To discuss arrangements for the meeting, discuss who will be in attendance

Decisions Needed:- *To agree arrangements*

l) **Annual report** Clerk

To agree content of annual report, to distribute at Annual Parish Meeting

Decisions Needed:- *To accept content*

m) **Grants** Clerk

To discuss grant requests received – to agree payment of these grants

Decisions Needed:- *To agree which grants to award, to invite to annual parish meeting.*

n) **Nomination papers** Clerk

The Clerk to receive nomination papers, previously distributed

Decisions Needed:- *None needed*

o) **Welcome sign**

To discuss quotes received for raising the welcome sign on the C11

Decisions Needed:- *To discuss if work to be carried out.*

p) **Litter pick**

To discuss arranging litter picks in the parish, to coincide with the Big Spring Cleanup – 16 April until 11 May, to note risk assessment (attached)

Decisions Needed:- *To agree dates and risk assessment*

q) **Summer Clippings**

To discuss summer clippings / fun day flyer

Decisions Needed:- *To agree to either in clippings or separate flyer*

r) **Quarterly accounts** (attached)

To agree quarterly reconciliation, budget, petty cash and bank statement

Decisions Needed:- *To agree and sign*

s) **Report from CDALC AAP meeting / Neighbourhood plan**

To report from recently attended CDALC AAP meeting re preparing a neighbourhood plan. The agree paying £10 per year to go towards admin / stationery costs to hold these meetings.

Decisions Needed:- *To agree to look into forming a plan. To agree to pay £10 towards costs.*

t) **AAP forum updates** Any attendees

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

Decisions Needed:- *None needed*

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

8. 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 £432.60 be paid to Mrs A Foster (March 2012 wage) to include one increment as per contract of employment
(2) That the sum of £155.76 be paid to Mr B Laidler (March 2012 wage)
(3) That the sum of £6.30 be paid to Mr B Laidler (Expenses)
(4) That the sum of £106.00 be paid to Mr G Cork / Butterwick trees – guards and stakes
(5) That the sum of £48.38 be paid to Mrs A Foster – Easter eggs/confectionery
(6) That the sum of £114.80 be paid to Mrs K Foster- payment for train journey to London
(7) That the sum of up to £500 be paid to recipients of grants approved and awarded in this meeting
(8) That the sum of £2315.46 be paid to St Barnabas Nursery (if agreed)

(b) **Receipts**

Recommended – that the following amounts be noted:

(1) That the sum of £42.00 was received for room hire

9. DATE AND TIME OF NEXT MEETING

8 May 2012 to commence at 6.30pm with Annual meeting of the Council, followed by full council meeting at 7.00pm