

**THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL**  
**HELD ON MONDAY, 13th SEPTEMBER 2021**

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

County Councillor J Higgins

Apologies were received from Councillor J Bradley

2021/09/13/01

**PUBLIC QUESTIONS**

There were no representatives of the public present.

2021/09/13/02

**THE MINUTES OF THE MEETING** held on 12th July 2021 were agreed as a correct record..

2021/09/13/03

**POLICE AND ASSOCIATED MATTERS**

The Clerk presented a summary of a crime report covering the period from 1 August to 31 August 2021 which included 130 incidents summarised as follows:

25 reports of anti-social behaviour in total

- 11 reports of anti-social nuisance behaviour
- 5 reports of anti-social environmental behaviour
- 5 report of anti-social personal behaviour

It was noted that most anti-social behaviour related to off road quad or motor bikes.

Other incidents included in the statistics were:

- 0 thefts from a vehicle
- 0 theft of a vehicle
- 0 vehicle damage
- 0 burglaries
- 8 reports of criminal damage

It was noted that the number and type of incidents was consistent with previous months.

Following general discussion it was **RESOLVED** the information given be noted.

2021/09/13/04

**PROGRESS REPORT**

- (1) Play Scheme

The play scheme was noted as having been a huge success along with the annual away day to South Shields. Between 60 to 80 children has attended the centre each day and approximately 130 family members had gone on the away day.

**RESOLVED** the information given be noted.

(2) Highways Traffic Order

**RESOLVED** that details of a highways traffic order relating to parking restrictions in parts of the village discussed at a previous meeting be noted.

(3) Speeding at the Park

The Clerk referred to the previous meeting and a report of speeding vehicles at the park. He stated that following ongoing monitoring there had been no evidence of speeding vehicles although the situation would continue to be monitored.

**RESOLVED** the information given be noted.

(4) Planning Training

**RESOLVED** that Members wishing to attend online training on 7 October contact the Clerk for details.

(5) Park Update

The Clerk advised that the park had been very busy during the summer period. Winter maintenance on the bowling green was ongoing and other maintenance was to take place in the play area. Hutton Henry Parish Council was using the football fields on a Saturday morning to undertake training. East Durham under 13s had not followed up an initial request to use the fields.

**RESOLVED** the information given be noted.

(6) Carol Service

**RESOLVED** that details of the Carol service to take place on 9 December be noted.

(7) Allotments

The Clerk advised that the transfer of land owned by Durham County Council at the Woodmans Cottage allotment site to the Parish Council was soon to take place. He advised the future of the site would then need to be considered.

The Clerk further advised that an allotment at the Market Crescent site at the entrance to the park had become vacant. He suggested considering the future of it at another meeting.

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

## **PARK MAINTENANCE AND INVESTMENT UPDATE**

Consideration was given to a written report circulated with the agenda that advised of short term maintenance and investment requirements at the park which included works to the bowls pavilion following a request from the bowls club, repairs to the football changing rooms which were currently out of use, upgrading of the main car park including drainage works, tree felling and potentially the installation of additional seating, bins and signage.

It was noted that initial informal discussions had taken place with the AAP regarding accessing Towns and Villages Partnership funding and further discussions were to take place.

The Clerk advised that two trees had been identified as needing to be cut down and two others needed branches taking down for health and safety reasons. These works amounted to approximately £3000.

Lengthy discussion followed on the merits of investing any further money into the football changing rooms. However it was noted the building could no longer be used in its current condition and so it meant there were no toilet facilities or changing facilities. The Clerk referred to previous attempts to access grant funding to build new changing rooms but these had been unsuccessful. While nearly £20000 of works had been identified to upgrade the changing room from its current state, this could be reduced significantly by undertaking only part of the works.

Works to the bowls pavilion were suggested as potentially being delayed to the following year when a new budget would be in place although a Member raised concerns that it would mean works potentially taking place will a new bowls season had commenced.

A long term plan for the park was recognised as needing to be in place. External funding sources were seen as being key to the future of the park.

Following further length discussion it was **RESOLVED** that:

- (a) Further discussions continue regarding accessing AAP Towns and Village Partnership funding and other potential funding opportunities;
- (b) The Clerk be authorised to arrange for tree felling works to be undertaken based on the trees outlined in the report;
- (c) The Clerk be authorised to complete minimal repairs to the football changing room to bring it back into used which would include roof repairs, the demolishing of a redundant storage area and some internal repairs including electrical and plumbing works; and
- (d) Further consideration of other works at the park including the bowls pavilion particularly be considered during a review of the current and future years budget later in the year.

2021/09/13/06

## **SECTION 106 MONIES**

The Clerk referred to a recent park site meeting attended by Stephen Reed from Durham County Council who was responsible for allocating section 106 monies. The Clerk stated that while the monies were not yet available and they may not be for some time, the Parish Council needed to begin to formulate a plan to forward to Durham County Council to try and ring fence the monies.

The Clerk advised that other groups and organisations could potentially be in conflict with the Parish Council and any plans it potentially had for the park. He suggested that a good partnership would be with the Children in Nature Community Interest Company who had leased the former park keeper's cottage.

Members discussed opportunities for park improvements and potential ideas for using the section 106 monies. Community consultation and engagement was considered key but it was recognised this needed to be in the context of a framework of a plan for improvements otherwise it risked producing unrealistic expectations. The Clerk suggested that close working with the Children in Nature Community Interest Company could be key as links to education could help drive external funding opportunities.

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

- a) The information given be noted; and
- b) The Children in Nature Community Interest Company be invited to attend the next Parish Council meeting.

2021/09/13/07

## **RISK MANAGEMENT UPDATE**

The Clerk presented a risk management plan which had been circulated with the agenda covering risks relating to some of the Parish Council's activities, governance particularly. While most risks were categorised as green there were a number which were amber. The Clerk referred to low reserves and associated risks which had been identified by both the internal and external auditor. The plan highlighted a need for the Parish Council to adopt a freedom of information policy.

The plan was noted as highlighting the management and governance of allotments as having an amber rating. The Clerk outlined that allotments posed several risks.

Following general discussion it was **RESOLVED** the information given be noted and further updates be awaited.

2021/09/13/08

## **PARISH COUNCIL EVENT**

Discussion followed on whether the Parish Council should provide guidance for members of the community who might want to plan and organise an event. It was suggested that links and contact details relating to key people at Durham Council could be included on the Parish Council's web site.

Following general discussion it was **RESOLVED** that anyone planning to hold an event be referred to Durham County Council for further information.

2021/09/13/09

#### **COOPTION**

**RESOLVED** the Clerk be authorized to advertise the two Parish Council vacancies and seek that they be filled by cooption.

2021/09/13/10

#### **PLANNING APPLICATIONS**

There were no planning applications to consider.

2021/09/13/11

#### **CORRESPONDENCE**

(1) East Durham Association of Parish and Town Councils

**RESOLVED** that details of the meeting to be held on Tuesday 14 December be noted.

(2) East Durham Area Action Partnership Board Meeting

**RESOLVED** that details of the meeting to be held on 15 September be noted.

(3) County Durham Association of Local Councils

**RESOLVED** that details of the meeting to be held on 9 October be noted.

(4) Duk Moon Academy

The Clerk advised that a request for financial assistance had been received from the Duk Moon Martial Arts Academy. He stated that he had asked for further information regarding what funding was required and why. A response was awaited.

**RESOLVED** the request for financial assistance be considered on receipt of further information

2021/09/13/12

#### **PAYMENTS AND FINANCIAL MATTERS**

(a) Authorisation of Payments

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

TSL- Line Marker

Cheque No. 405704

£115.20

1565

BT- Broadband at Park	
Cheque No. 405705	£75.36
Darlington BC- Flowers	
Cheque No.405706	£2472.47
Durham County Council- Trade Waste	
Cheque No.405707	£282.88
Durham County Council – Fence and Barriers at Park	
Cheque No. 405708	£5705.94
UK Fuels Ltd– Petrol	
Cheque No. 405709	£11.90
J Hart- Memorial Fence	
Cheque No. 405710	£2280
A Newton Ltd- Skip Hire	
Cheque No. 405711	£264
Clerk- Refund for Turf	
Cheque No. 405712	£75
Steadfast Security- Security Call Outs	
Cheque No. 405713	£180
Clerk- Refund for McAfee	
Cheque No. 405714	£89.99
Clerk- Refund for Away Day Funding	
Cheque No. 405716	£1275
Clerk- Refund for Away Day Funding	
Cheque No. 405717	£150

Npower- Pit Wheel	
Cheque No. 405718	£41.06
Clerk- August Office Allowance	
Cheque No. 405719	£50
E.On Next- Football Changing Rooms	
Cheque No. 405720	£7799.15
Wingate Community Association- Plays Scheme Funding	
Cheque No. 405721	£2749.16
Webster Landscaping- Watering of Baskets	
Cheque No. 405722	£648
Webster Landscaping- Allotment Clearance	
Cheque No. 405723	£4440
BT- Broadband at Park	
Cheque No. 405724	£75.36
Smith of Derby- Clock Maintenance	
Cheque No. 405725	£289.20
Durham County Council- Web Hosting and Support	
Cheque No. 405726	£747.56
Webster Landscaping- Watering of Baskets	
Cheque No. 405727	£540
Clerk- September Office Allowance	
Cheque No. 405728	£50
UK Fuels Ltd- Petrol	
Cheque No. 405729	£7.48

LITE- Xmas Lighting

Cheque No. 405730

£3017.52

TSL- Bowling Green Maintenance Materials Etc

Cheque No. 405731

£888

(b) Bank Reconciliation

The Clerk presented a bank reconciliation for the period to 12 August and including bank statements 733 and 205. The Clerk advised that while the reconciliation showed a balance of £144946.87 it was very early in the financial year and a lot of payments had not yet been made. He advised that the balance needed to be considered in the context of the Parish Council's precept for the year.

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

2021/09/13/13

**REPORTS**

(a) **The Clerk**

There were no reports from the Clerk.

(b) **Members**

(1) Wingate Wombles

**RESOLVED** it be noted that Durham CC litter picks had not been required since the launch of the scheme.

(2) Co-Op Community Projects

A Member suggested that as the Parish Council begin to look at external funding opportunities consideration be given to engaging the Co-Op Community Project Lead.

**RESOLVED** the information given be noted and further consideration be given to engaging the Co-Op in future funding discussions.

(c) **County Councillor**

County Councillor Higgins gave an update on ongoing activities

It was noted that front street improvement works were continuing. Reference was made to a member of the community complaining to the local MP about children gathering on seats at the former TSB square area and so suggested they should not be replaced. Following discussion Members suggested the Parish Council should offer its continued support to the seats being retained.



It was noted the local Police Inspector was moving to a new role and a replacement was awaited.

County Councillor Higgins advised that Believe Housing had now completed the fencing works at Kings Road. He added that using Towns and Villages partnership funding he was seeking to install boulders in the Bruce Crescent area to limit vehicular access.

The installation of a seat by Avant Homes was noted as still being awaited.

County Councillor Higgins referred to a previous meeting when he had outlined plans to meet with the Director of Education regarding school places. He had since met with the Director and the Chair of the Governors at the primary school which was oversubscribed. Additional places were being looked into. It was noted the Community School was not oversubscribed. Members felt the overall position was likely to worsen in light of new housing developments in the village.

It was noted that drainage works at Gray Square were to be undertaken from November and resurfacing works had taken place at Market Crescent. Works were also noted at soon to take place at the front street park area.

Following general discussion County Councillor Higgins was thanked for his report and it was **RESOLVED** that

- (a) the information given be noted; and
- (b) the Parish Council continue to support the retention of seat at the former TSB square area.

2021/09/13/14

**SCHEDULE OF ONGOING MATTERS**

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

**CERTIFIED TRUE RECORD**

CHAIRMAN .....

DATE .....