

THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL
HELD ON MONDAY, 11th MARCH 2024

Present: Councillors S William (Chair), J Bradley, E Mason, A Ogle

Apologies for absence were received from Councillors Whiting, Ryan, P Mason and County Councillor Higgins

2024/03/11/01

PUBLIC QUESTIONS

There were no public questions.

2024/03/11/02

THE MINUTES OF THE MEETING held 12 February 2024 were agreed as a correct record.

2024/03/11/03

POLICE AND ASSOCIATED MATTERS

The Clerk presented an update from the Police highlighting crime and anti-social behavioural figures for February which were noted as including: here was a total of 74 incidents for the month

Anti- social behaviour incidents – 10

Neighbour dispute 2

Youths banging on windows 4

Quads 2

Women causing issues at the Co-op

Youths football issues

Criminal damage incidents – 4

Damage to fence 2

Windows Smashed

Bin fire

Vehicle damage incidents- 4

Car Fire x2

Stone thrown off a bus

Youths throwing stones at fire engine.

Burglary- 1

Residential

The Clerk advised that he had spoken to the Police about recent incidents of crime and anti-social behaviour who had suggested that figures in Wingate were low. Members felt the figures were not a true reflection of what was happening in Wingate.

Following general discussion, it was **RESOLVED** the information given be noted and efforts be made to publicise the need for the public to report incidents at every opportunity.

2024/03/11/04

PROGRESS REPORT

(1) Park

It was noted there had been a further incident of criminal damage and a fire causing significant damage to play equipment. The incident had been caught on CCTV and reported to the Police. It was noted an insurance claim would likely have a financial impact.

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

(2) NHS Health and Wellbeing Programme

The Clerk advised that discussions remained ongoing with an NHS organisation regarding a potential health and wellbeing programme in the village. A number of residents had expressed an interest in participating.

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

(3) Park Machinery

The Clerk advised that following discussions with the Park Keeper a backup bowling green cutter which could also be used as a scarifier had been identified at a cost of £1250. It was noted that it would prevent the need to hire a scarifier for bowling green maintenance works.

RESOLVED the Clerk be authorised to proceed in purchasing the additional machinery as reported.

(4) Community Meeting

The Clerk advised that along with the Chair he had attended a meeting with key stakeholders in the village. Key issues discussed were, in particular, the potential for community transport and food bank provision.

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

(5) Shotton Colts FC

RESOLVED that Shotton Colts FC be authorised a second team from the park subject to the agreement of fixtures with existing teams and subject to the payment of an additional pitch hire fee.

2024/03/11/05

COMMUNITY DEVELOPMENT OFFICER UPDATE

In the absence of the Community Development Officer there was no report to consider.

2024/03/11/06

ASSET REGISTER UPDATE

The Clerk circulated a copy of the Parish Council's asset register which he advised was for information purposes. He advised that the land and buildings needed to be revalued.

RESOLVED the information given be noted and the Clerk be authorised to progress the revaluation of the land and building assets.

2024/03/11/07

RISK REGISTER

Consideration was given to the Parish Council's latest risk register which had been circulated with the agenda. Key risks were identified including those relating to the position of the Community Development Officer and the workload of the Clerk.

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

2024/03/11/08

EASTER AND SUMMER ACTIVITIES

The Clerk advised that along with Hutton Henry and Station Town Parish Council planning was ongoing relating to a potential programme of easter and summer youth activities. Discussions had also taken place about the potential for summer family events.

It was proposed to hold easter events on 2nd, 4th, 9th and 12th of April from 10.30 - 12.00 noon in the community centre with Creative Youth facilitating them. The approximate cost for each Parish Council was approximately £600 and unfortunately there was no available Fun and Food grant funding.

It was noted that planning was also ongoing regarding a programme of summer activities based on the previous year with events spread over 5 weeks. It was planned to apply for Fun and Food grant funding with the two Parish Council's making up any shortfall in expenditure. Without grant funding proposals were noted as needing to be reconsidered. It was also noted that the Parish Council had not budgeted for fully funding a playscheme organised by the Community Association although the Association could apply for the Fun and Food funding.

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

2024/03/11/09

CHRISTMAS 2024

Following discussion, it was **RESOLVED** the Clerk be authorised with arranging for the continuation of Christmas decorative lighting which was noted as needing to be based on a three-year contract.

2024/03/11/10

PARISH COUNCIL POLICIES UPDATE

Lengthy discussion followed in relation to draft policies which had been circulated with the agenda. It was noted that some Members had met informally prior to the meeting to discuss the policies. The Clerk suggested that while the policies required further review they could be adopted by the Parish Council which would provide it with a basis to then build on although external expertise would be needed. It was suggested that the policy documents needed formatting so they were consistent. It was further suggested that health and safety could be further reviewed and implemented as a priority.

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

- (a) The draft policies circulated with the agenda covering equality and diversity, health and safety and adults and children's safeguarding be adopted by the parish Council;
- (b) The Clerk be authorised to arrange for the policies to be formatted using an external printer; and
- (c) Further consideration and review of the policies be undertaken commencing with health and safety as a priority.

2024/03/11/11

PLANNING APPLICATIONS

There were no planning applications to consider.

2024/03/11/12

CORRESPONDENCE

There were no items of correspondence to consider.

2024/03/12/13

PAYMENTS AND FINANCIAL MATTERS

- (a) Authorisation of Payments

RESOLVED that authorisation be given for the following payments:

Wingate Community Association- January Youth Club Session

Cheque No. 406234	£408.00
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Wingate Community Association- January Social Event

Cheque No. 406235	£192.00
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TSL- Lawn Sand

Cheque No. 406236	£151.20
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BT- Broadband at the Park

Cheque No. 406237	£82.24
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MKM-Paint Etc

Cheque No.406238	£106.06
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UK Fuels- Petrol

Cheque No.406239	£6.38
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Aztec Colour Print

Cheque No.406240	£150.00
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Playdale- New Play Equipment (50%)

Cheque No.406241	£11194.73
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Clerk- Refund for Ink	
Cheque No.406242	£50.99
MKM- Timber Etc	
Cheque No.406243	£69.23
Clerk- March Office Allowance	
Cheque No.406244	£50.00
TSL- Fertilizer Etc	
Cheque No. 406245	£238.80
Wingate Community Association- February Social Event	
Cheque No. 406246	£229.10
Wingate Community Association- February Youth Club Sessions	
Cheque No. 406247	£488.00
TSL- Machine Hire	
Cheque No. 406248	£720.00
Npower- Pit Wheel	
Cheque No. 406249	£59.32

(b) Bank Reconciliation

The Clerk presented bank reconciliations for the month ends December 2023 and January 2024. Following general discussion, it was **RESOLVED** the information given be noted.

2024/03/13/14

REPORTS

(a) **The Clerk**

There were no reports from the Clerk.

(b) **Members**

(1) Robinsons- Boundary Fence

RESOLVED the Clerk liaise with Robinsons the Butcher regarding proposed alterations to their boundary fence.

(2) Crossing Gates

RESOLVED that the Clerk chase the outstanding works required to the

former crossing gates.

(3) Woodman’s Cottage Allotment Site

Following a query, it was **RESOLVED** that it be noted that progress was still awaited from the buyer’s solicitor.

(4) AAP Grant

RESOLVED that it be noted that the Parish Council had been successful in obtaining an AAP grant of £5k towards the purchase of items related to activities at the park including a temporary disabled access ramp for the bowls pavilion.

County Councillor

In the absence of County Councillor Higgins there was no County Council report.

2024/03/13/15

SCHEDULE OF ONGOING MATTERS

RESOLVED that the schedule of ongoing matters be noted.

2024/03/13/16

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED the press and public be excluded from the following item of business due to the disclosure of financial information.

2024/03/13/17

STAFFING ISSUES

The Clerk gave an update in relation to staffing issues and the Community Development Officer. Following general discussion, it was **RESOLVED** the Clerk be authorised to engage the services of HR at Durham County Council and invite the Community Development Officer to attend a sickness review meeting.

CERTIFIED TRUE RECORD

CHAIRMAN

DATE