

THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL
HELD ON MONDAY, 8th JULY 2024

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

County Councillor Higgins

Apologies for absence were received from Councillors Whiting

2024/07/08/01

PUBLIC QUESTIONS

2024/07/08/02

THE MINUTES OF THE MEETING held 10 June 2024 were agreed as a correct record.

2024/07/08/03

POLICE AND ASSOCIATED MATTERS

The was no Police report to consider.

2024/07/08/04

PROGRESS REPORT

(1) Summer Activities

The Clerk advised that he had attended a meeting regarding the new registration process. There were two different booking systems for those eligible for free school meals and those who were not. It was intended to visit schools to encourage registrations.

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

(2) Picnic in the Park

The Clerk advised that the picnic in the park had proved to be a success with circa 90 people attending although not as many families as anticipated.

RESOLVED the information given be noted.

(3) Memorial Seat

The Clerk advised that an application to Durham County Council had been submitted. Some further details were awaited from the Remembrance Group.

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

(4) Christmas Decorations

The Clerk circulated two options for Christmas decorations. Option one was for a two year extension of current arrangements with a 20% discount on pricing and a cost of £7796. Option two was for upgraded decorations based on a three year contract and a cost of £10640.

Following general discussion, it was **RESOLVED** that the Clerk be authorised to proceed with option one.

(5) Section 106 Monies

The Clerk advised that along with the Chair and Vice Chair and County Councillor Higgins he was meeting a representative of Durham County Council, the following day to discuss section 106 monies.

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

(6) Youth Club

The Clerk presented a report from Creative You which summarised the two youth clubs which had been operational for approximately six months. It was noted that more children attended the under 11s youth club with the over 11s proving more difficult to attract attendees. Creative Youth was planning to try and to continue to engage potential over 11s attendees.

Members discussed the report and considered that while attendance at the over 11s sessions was low those who did attend enjoyed them. Following ongoing discussion, it was **RESOLVED** the information given be noted and further updates be awaited.

2024/07/08/05

COMMUNITY DEVELOPMENT OFFICER UPDATE

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

2024/07/08/06

PLANNING APPLICATIONS

There were no planning applications to consider.

2024/07/08/07

CORRESPONDENCE

(a) Community Interest Company- Cottage Lease

The Clerk advised that he had been approached by the Community Interest Company (CIC) and the nursery about ending the existing cottage lease and a new lease being formed directly with the nursery in order to avoid vat costs.

The nursery was liaising with the education authority to seek approval before formally approaching the Parish Council.

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

(b) Wingate Primary School- School Uniforms

The Clerk advised that he had been approached by the Wingate Primary School about a financial contribution to a school uniform scheme for children for under privileged families. As a governor of the school, Councillor Williams left the meeting while consideration of the matter took place.

Members expressed concerns about the costs of uniforms from a supplier to the school and noted some families bought from places such as Asda and utilized the services of a local embroidery company.

Following ongoing discussion, it was **RESOLVED** the Clerk seek further details from the Primary School about what was proposed.

2024/07/08/08

PAYMENTS AND FINANCIAL MATTERS

(a) Authorisation of Payments

RESOLVED that authorisation be given for the following payments:

Steadfast Security- CCTV Monitoring	
Cheque No. 406470	£184.80
Npower- Pit Wheel	
Cheque No. 406471	£63.42
Eon Next- Football Changing Room	
Cheque No. 406472	£335.70
Anglian Water- Park	
Cheque No. 406473	£573.80
Mazars LLP- 23 Audit	
Cheque No.406474	£504.00
Clerk- Refunf of Park Items	
Cheque No.406475	£4288.79
East Durham Trust- DBS Checks	
Cheque No.406476	£30.00
BT- Broadband at Park	
Cheque No.406477	£88.08
Zurich Municipal- Motor Insurance	
Cheque No.406478	£457.28
Clerk- Refund for Park Refreshments	
Cheque No.406480	£11.62
Durham County Council- Licence for Land	
Cheque No.406481	£1.00
Horns Garden Centre- Misc Supplies	
Cheque No. 406482	£124.59

Smith of Derby- Clock Mtce	
Cheque No. 406483	£343.20
Clerk- July Office Allowance	
Cheque No. 406484	£50.00
Playdale Playgrounds- Replacement Items (50%)	
Cheque No. 406485	£2665.10
Par Petroleum- Diesel	
Cheque No. 406486	£255.94
Wingate Community Association- June Social Event	
Cheque No. 406486	£208.00
Wingate Community Association- June Youth Club Sessions	
Cheque No. 406487	£360.00

(b) Bank Reconciliation

The Clerk presented a summary of the annual accounts for 23/24 and a copy of the annual return which had been completed by the internal auditor and which was required to be signed by the Chairman before submission to the external auditor. It was noted that the 30 June deadline for submission of the return had been missed.

The annual accounts included a bank reconciliation which showed an increase in reserves which was in part due to a £20k grant for play equipment not being spent until 24/25. Annual rent from the nurseury of £6k and not installing hanging baskets had also helped increase reserves. It was noted that while fixed assets appeared to have increased this was as a result of play equipment not been included previously.

Included with the accounts was a copy of the internal audit report which highlighted specific issues relating to the Parish Council's accounts and financial practices which concluded that financial records had been adequately maintained. Members considered the report and reviewed the specific points raised by the internal auditor and concluded the Parish Council's systems of internal control were both satisfactory and effective.

Following general discussion, it was **RESOLVED** the information given be noted and the Clerk and Chair be authorised to sign the annual return and submit it to the external auditor.

2024/0/08/09

REPORTS

(a) **The Clerk**

There were no reports from the Clerk.

(b) **Members**

(1) **Wingate FC**

Following a query from a Member, the Clerk advised that following liaison with the Park Keeper there was potential for the newly formed Wingate FC to use the park pitches on a Saturday morning but as there were already three other teams fixtures would need to be coordinated between all teams.

A Member asked whether there was a possibility of marking out a smaller pitch but the Clerk advised pitch markings were semi-permanent and goals could not be moved or reduced in height.

RESOLVED the information given be noted and further updates be awaited,

(2) **Bruce Crescent**

A Member raised the fact that residents had contacted him about the condition of the open space area at Bruce Crescent and the fact that vehicles were accessing the woodland from that area.

County Councillor Higgins reiterated comments from previous meetings that the land was owned by Believe Housing and issues needed to be raised directly with it. He further advised that access issues to the Woodland were being investigated but blocking all access routes was not easily resolved. Residents were encouraged to contact the Police and Believe Housing directly.

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

(3) **Park Pond**

RESOLVED the Clerk arrange for a lifebuoy ring to be installed at the park pond area.

(4) **Former Railways Crossings**

RESOLVED the Clerk arrange for the flowered area at the former railway crossings to be tidied.

County Councillor

County Councillor Higgins presented a verbal report including that he had met with senior Police officers regarding continued vehicle fires in the village. A further meeting was to take place and the Police were seeking to implement measures to help deal with the problems.

A meeting was noted as having taken place with the Police and highways authority regarding road safety issues at the pinch point although it was noted there were no plans for the pinch point to be removed.

The County Council was noted as having undertaken pointing works in the grounds of the Holy trinity Church

County Councillor Higgins advised that a new planning application had been submitted relating to a housing development to the rear of the front street. The Parish Council would have the opportunity to comment on it once it was formally consulted.

Following general discussion County Councilor Higgins was thanked for his report and it was **RESOLVED** the information given be noted.

2024/07/08/10

SCHEDULE OF ONGOING MATTERS

RESOLVED that the schedule of ongoing matters be noted.

2024/07/08/11

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.

2024/07/08/12

STAFFING ISSUES

The Clerk gave an update in relation to staffing issues and the Community Development Officer. Following general discussion, it was **RESOLVED** the information given be noted and further progress be awaited.

CERTIFIED TRUE RECORD

CHAIRMAN

DATE