

## Minutes of Witton Gilbert Parish Council held on 11<sup>th</sup> September 2017 in the Boardroom Cooper Hall, Witton Gilbert

**Present:** Councillors N. Liddle (Chair), P. Guy, F Reynolds, A. Simpson, J Reynolds, L. Cowan, M Waller

**Also present:** County Councillors M. McGaun and L. Rowland (Parish Clerk).

- 17/52 Apologies were received from Councillor T. Harries, PCSO, Sadler Watson and Village Wardens
- 17/53 Declarations of Interests: - None received
- 17/54 Minutes: - The minutes of the Parish Council Meeting held on 10<sup>th</sup> July 2017 were approved as a true record and signed by the Chairman.
- 17/55 Minutes: - The minutes of a Special Parish Council meeting held on 24<sup>th</sup> July 2017 were approved as a true record and signed by the Chairman.
- 17/56 Minutes: - The minutes of a Special Parish Council meeting held on 24<sup>th</sup> Aug 2017 were approved as a true record and signed by the Chairman.
- 17/57 Matters arising: -. The Council received letters from The Mayor of Durham and the PWLB regarding letter of thanks for financial assistance and confirmation of two fixed term loans for the village centre respectively
- 17/58 Village Centre Contract: - The Council discussed the monthly valuation for work carried out in July/August 2017 at a cost of £2929.34 by RHD Construction.  
The Council resolved to pay RHD Construction £2929.34 for work carried out in July/Aug 2017.
- 17/59 Bank of Scotland –The Council discussed a letter from the Bank of Scotland regarding updating of Business account  
The Council resolved to receive the letter.
- 17/60 Lloyds Bank the Council discussed a letter from the Lloyds Bank regarding updating of Business account  
The Council resolved to receive the letter.
- 17/61 Aon Insurance – The Council discussed a letter from Aon Insurance regarding their withdrawal from Local Authority Insurance.  
The Council resolved to receive the letter
- 17/62 BHIB Insurance Brokers – The Council discussed a letter from BHIB Insurance Brokers regarding future insurance cover.  
The Council resolved to consider their Insurance renewal before the renewal date.
- 17/63 BDO LLP: - The Council discussed a letter from BDO LLP regarding satisfactory completion of the Audit of Accounts for year ended 31st March 2017.  
The Council resolved that the Annual Return for year ended 31st March 2017 be approved and accepted.
- 17/64 C. Garvie: - The Council discussed a letter from C Garvie requesting to be placed on the allotment waiting list.  
The Council resolved that C Garvie be placed on the allotment waiting list.
- 17/65 R Smith: - The Council discussed a letter from R Smith requesting the plot 17b adjacent to her if it was to become vacant.  
The Council resolved that R Smith be placed on the allotment waiting list.
- 17/66 Durham County Council Website hosting and support – The Council discussed a letter from Durham County Council regarding a Service Level agreement for the Parish Council website.  
The Council resolved that the Service Level agreement be signed and return to Durham County Council

17/67	Accounts for Payment		
	H M Customs (BACS)	NIC & Income Tax Sept	130.60
	H M Customs (BACS)	NIC & Income Tax Sept	130.60
	G Thompson (BACS)	Telephone July	38.01
	G Thompson (BACS)	Telephone August	35.08
	G Thompson (BACS)	Half year expenses	37.50
	G Thompson (BACS)	Petty Cash	74.44
	BDO (BACS)	External Audit Fee	360.00
	NWG Business (BACS)	Water supply	68.92
	RHD Construction (BACS)	Village centre contract	2929.34
	Parish online (BACS)	Maps	50.40
	EON	Electric Supply	31.20

17/68 Reports: -

County Councillor M. McGaun reported on the following: -

- Countrywide Speed Awareness Campaign
- Increase in burglaries mainly garages/sheds between Lanchester - Witton Gilbert.

County Councillor A. Simpson reported on the following: -

- Works to start at the Bus stop net to the war memorial at the end of the month
- One year to plan for the 100 years end of the 1<sup>st</sup> World war

Police report: Members were circulated the report prior to the meeting via email. Members noted the contents of the report.

17/69 The Clerk reported on three applications received for the recruitment of a village handy person

17/70 Parish Council Newsletter: - The Clerk reported that items be sent to Brenda Gilmore for the October edition of the Parish Council Newsletter

17/71 Neighbourhood Plan: - Councillor N Liddle reported on progress of the Neighbourhood Plan and an invitation to D Steel to attend a meeting of the Neighbourhood Plan Committee on 21<sup>st</sup> September regarding his land to the rear of the Old Co-op.

17/72 Date and time - The Next Parish Council meeting will be held on the **9<sup>th</sup> October 2017 @ 6pm** in the boardroom, Coopers Hall, Witton Gilbert.

As there was no further business the meeting closed at 7.00 p.m.