**WINDLESTONE PARISH COUNCIL**

7 Front Street, Bishop Middleham, County Durham. DL17 9AJ

<Tel:01740> 652626 / Mob: 07808062525 /Email: [kyounghusband@ferryhill.gov.uk](mailto:kyounghusband@ferryhill.gov.uk)

**Minutes of Ordinary Meeting**

**held 6th December 2018**

|  |  |
| --- | --- |
| **Present:** Councillor David Willshaw (DW) ACTION  Councillor Phil Woods (PAW)  Councillor David Hall (DH)  Karen Younghusband, Clerk & Responsible Finance Officer (KY) | **ACTION** |
| **221/18-19 Apologies**  Councillor Geoff Makepeace (GM) |  |
| **222/18-19 Approve the Minutes of the Annual General Meeting of the Parish**  **Council held on 23rd August 2018**  The minutes were agreed as a true and accurate record. |  |
| **223/18-19 Matters Arising from the Minutes of the Annual General Meeting**  **held 23rd August 2018**  KY agreed to provide Members with a copy of the GDPR strapline for inclusion on correspondence with Members of the public | **KY** |
| **224/18-19 To Receive Comments from Members of the Public as Appropriate**  No members of the public were present however |  |
| **225/18-19 Finance**  **225.1/18-19 Approve and Sign Cheques for Expenditure Incurred**  The only expenditure that had been incurred was the emolument payment for the Clerk’s salary. Paperwork and a cheque were signed accordingly, for a total of £750.00.  **225.2/18-19 Agree Precept for 2019-2020**  Members agreed to set the Precept for 2019-2020 at £4,500. KY would contact DW once she had received the Precept Request Form to arrange for it to be signed prior to submission. |  |
| **KY**  **KY/DW** |
| **226/18-19 Casual Vacancy for Councillor**  KY reported that she had received a message from Barbara Cattell that unfortunately she was currently poorly but was still very much interested in the casual vacancy  Karen would continue to liaise with Mrs Cattell for the time being. | **KY** |
| **227/18-19 Planning**  KY confirmed that she was no longer receiving notifications of all Planning Applications. KY agreed to chase this up with Durham County Council with a view to all Members receiving notifications in the future. |  |
| **228/18-19 Correspondence**  No correspondence had been received. |  |
| **229/18-19 Any Other Business**  **229.1/18-19 Update on Footpath No 5 Diversion**  PAW reported that the footpath was still in a dreadful condition but that he would continue to liaise with Peter Crinnion from Durham County Council to try and rectify the situation.  Members agreed that at least once a year Councillors should walk the public footpaths within the Parish to determine their condition, but also with a view to producing a Public Footpath Guide for visitors to the area. KY confirmed that this was something that Councillor Potts could potentially fund.  KY agreed to request an up to date copy from Durham County Council of the ‘Durham Definitive Map’ to assist with this.  **229.2/18-19 Windlestone Parish Council Owned Street Lights**  KY reported that she had submitted a funding application to the AAP for £2,720.84 from the Neighbourhood Budget of Councillor Christine Potts. The application had been successful and as soon as monies had been received into the Parish Council’s Bank Account KY would commission the works with Durham County Council, and send a letter to local residents informing them about the works but also explaining why the works were being commissioned.  **229.3/18-19 Future Potential Projects**  Members discussed the potential to introduce speed calming measures and also the possibility of installing play equipment on the grassed area at Rookery Gardens as potential future projects. KY advised that in order to secure funding for these projects there would need to be some evidence of need such as the results of a recent Parish Survey. It had been a few years since the last Parish Survey had been carried out and accordingly, Members agreed to consider revisiting the survey during the next financial year (2019-2020). | **PAW**  **ALL**  **KY**  **KY**  **ALL** |
| **230/18-19 Date and Time of Next Meeting**  It was agreed that the next meeting of Windlestone Parish Council be held at:  **6.00pm on Thursday, 7th March 2019 at the Eden Arms Hotel**  Councillor Woods agreed to book the room for the meeting. | **PAW** |

With no further business to discuss the Chair declared the meeting officially closed at 7.00pm.

**SIGNED: ……………………………….. (Chair) DATE: …………………….**