

**THE MINUTES OF THE MEETING OF WINGATE PARISH COUNCIL**  
**HELD ON MONDAY, 11th SEPTEMBER 2023**

**Present:** Councillors S William (Chair), C Ryan, J Bradley, M Whiting  
 County Councillor Higgins

Apologies for absence were received from Councillors Ogle and E Mason.

2023/09/11/01

**CO-OPTION TO THE PARISH COUNCIL**

The Chairman welcomed Mark Whiting who signed his declaration of acceptance of office and was co-opted on to the Parish Council.

2023/09/11/02

**PUBLIC QUESTIONS**

There were no public questions.

2023/09/11/03

**THE MINUTES OF THE MEETING** held on 10<sup>th</sup> July 2023 were agreed as a correct record.

2023/09/11/04

**POLICE AND ASSOCIATED MATTERS**

The Clerk presented a summary of crime and anti-social behavioural issues during the period 1<sup>st</sup> to 31<sup>st</sup> July as follows:

Criminal damage- 3 incidents  
 Anti-social behaviour (environment)- 1 incident- off road bike  
 Anti-social behaviour (other) 9 incidents  
 Burglary- 2, 1 house burglary, 1 shed burglary

It was noted that there had been 4 youths referred to the anti-social behaviour team for pulling boards off the vacant properties along North Road. A Traffic 183 warning has been given to a driver for driving his vehicle in an anti-social manner on Wellfield Road and a Traffic 184 warning had been used to seize a motorbike which was being driven in an anti-social manner at Moore Bank Terrace. A person was reported for a driving offence for driving a quad bike with a child on the front.

A number of warrants were noted as having been executed in the Wingate area which had resulted in arrests being made.

A further report summary of crime and anti-social behavioural issues during the period 1<sup>st</sup> to 31<sup>st</sup> August was also presented as follows:

Criminal damage- 9 incidents  
 Anti-social behaviour- 4 incidents

It was noted that there had been a multi-agency walkaround the pit heaps area to look at minimising the opportunity for off road bikes to access it. Work was also ongoing to look at minimising access to the former railway lines at Wellfield Road. A cannabis grow was also noted as being

dismantled. The next Pact meeting was noted as being on 20 September at 6pm in the community centre.

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

2023/09/11/05

## **PROGRESS REPORT**

### (1) Play Equipment

The Clerk advised that the Parish Council had now officially received a grant of £20k from the Towns and Villages Partnership fund for new play equipment at the park. He advised that he intended to develop a process for appointing a supplier and would report back accordingly.

He suggested that the matter be delegated to himself and the Chair and Vice Chair to deal with. He advised that the Parish Council's Financial Regulations required tenders to be sought for contract values in excess of £10000 but this would potentially result in a huge response and a very complicated tender process. The Clerk suggested waiving Financial Regulations and instead obtaining three quotes as £20000 for play equipment was a relatively low figure and did not warrant a huge response from suppliers in the market place.

**RESOLVED** that:

- (a) information given be noted;
- (b) the Clerk, Chair and Vice Chair be authorised with the progression of the procurement of new play equipment; and
- (c) further progress be awaited

### (2) Reverend Jane Grieve

The Clerk advised that Reverend Jane had now retired and her final service had been held. The Clerk and Chairman had attended and Reverend Jane had been presented with a card, flowers and a £100 gift voucher as a thanks for her hard work in the village during her eight years of service.

**RESOLVED** the information given be noted.

### (3) Summer Away Day

The Clerk advised that 92 children had attended the trip to South Shields along with parents and grandparents and the event had continued to be a success.

**RESOLVED** the information given be noted.

### (4) Park

The Clerk advised that it had busy summer supporting the summer play activities as well as undertaking normal activities. Two water leaks were noted as having been dealt with, one by the Parish Council and one by Northumbrian Water. Work was to take place clearing the welfare unit and moving equipment into the new storage unit. Incidents involving motor bikes on the football field and car park were noted.

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

23/09/11/06

### **COMMUNITY DEVELOPMENT OFFICER UPDATE**

In the absence of the Community Development Officer the Clerk presented an update on activities

The summer activities at the park which had proved to be a huge success with over 1200 children attending plus parents and grandparents. The feedback had proved very positive.

Members were reminded that a fun and food grant of £2325 had been obtained from Durham County Council and a second application had resulted in a further grant of £1260. A summary of the costs of the summer activities was circulated which showed a deficit of circa £2700 which was to be paid for jointly by the Parish Council and Wingate and Station Town Parish Council. The costs were noted as needing to be updated. Hutton Henry and Station Town Parish Council was thanked for supporting the summer activities, the Clerk and Chair particularly.

Two summer picnic in the park events were noted as having to be cancelled due to the weather.

A further grant application was noted as having been submitted which potentially would enable further youth activities to continue during school term time. A further Fun and Food grant was also to be submitted.

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

2023/09/11/07

### **PLANNING APPLICATIONS**

**RESOLVED** that no objections be made to the following retrospective application:

Victoria Inn- erection of single storey extension to side and rear to create a covered dining area.

2023/09/11/08

### **CORRESPONDENCE**

There were no items of correspondence to consider.

2023/09/11/09

### **RISK REGISTER**

The Clerk presented a risk register which gave a summary of categorised risks the Parish Council needed to manage. Amber risks were noted as including policies and processes relating to the park such as health and safety which were increasingly important as a result of the increased park usage. Risks relating to replacing water pipes and managing the woodland at the park were also noted.

The risk register included a risk of increased workload for the Clerk as a

result of continued increasing Parish Council activities.

Following general discussion it was **RESOLVED** that risks relating to the park be considered at a future meeting of the Parish Council.

2023/09/11/10

## **PAYMENTS AND FINANCIAL MATTERS**

(a) Authorisation of Payments

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

Npower- Pit Wheel	
Cheque No. 406087	£51.70
Eon Next- Football Changing Room	
Cheque No. 406088	£16.99
S Jones Containers Ltd- Storage Container	
Cheque No. 406089	£3432.00
Community Development Officer- Refund for Misc Supplies	
Cheque No. 406090	£25.60
Clerk- Refund for Misc Supplies	
Cheque No.406091	£47.23
Playdale- Zip Wire Seat	
Cheque No.406092	£630.10
BT- Broadband at Park	
Cheque No.406093	£93.04
Clerk- Refund for Park Play Items	
Cheque No.406094	£364.06
Neasham Nurseries- Summer Flowers	
Cheque No.406095	£1421.80
SC Cleaning Service- Bowls Pavilion Clean	
Cheque No.406096	£60.00
Community Development Officer- Refund for Misc Supplies	

Cheque No.406097	£37.65
Wingate Community Association-Bingo 25/7	
Cheque No. 406098	£194.50
Chairman- Refund for Summer Activity Supplies	
Cheque No. 406099	£61.70
UK Fuels- Petrol	
Cheque No. 406100	£6.23
Community Development Officer- Refund for Misc Supplies	
Cheque No. 406251	£101.57
Clerk- Refund for Misc Supplies	
Cheque No. 406252	£141.71
Horns Garden Centre	
Cheque No. 406253	£58.97
Steadfast Security- Alarm Mtce	
Cheque No. 406254	£317.22
Robinsons of Wingate- Summer Catering	
Cheque No. 406255	£996.00
Npower- Pit Wheel	
Cheque No. 406256	£55.26
Uk Fuels Limited- Petrol	
Cheque No. 406257	£5.80
Clerk- August Office Allowance	
Cheque No. 406258	£50.00
Community Development Officer- Refund for Misc Supplies	
Cheque No. 406259	£12.20
EON Next- Football Changing Room	
Cheque No. 406260	£334.49

Steadfast Security- Alarm to Storage Container	
Cheque No. 406261	£336
Clerk- Refund for Envelopes	
Cheque No. 406262	£26.25
TSL- Line Marker	
Cheque No. 406263	£291.60
BT- Broadband at Park	
Cheque No. 406264	£93.04
Par Petroleum- Diesel	
Cheque No. 406265	£267.27
Clerk- Refund for Away Day Funding	
Cheque No. 406266	£975
Rapid Response Drainage Care- Park Drain	
Cheque No. 406267	£132.00
Playdale- Play Equipment Repairs	
Cheque No. 406268	£401.23
Playdale- Play Equipment Repairs	
Cheque No. 406269	£535.52
Clerk- Refund for Away Day Funding	
Cheque No. 406270	£450.00
Clerk- Refund for Reverend Grieve Gift Voucher	
Cheque No. 406271	£100.00
Community Development Officer- Refund for Mic Supplies	
Cheque No. 406272	£60.12
Community Development Officer- Refund for Mic Supplies	
Cheque No. 406273	£9.16
J Hart- Flag Pole Repairs	

Cheque No. 406274	£180.00
Rapid Response Drainage Care- Park Drain	
Cheque No. 406275	£1512.00
Mr Entertainment- Summer Entertainment	
Cheque No. 406276	£1200.00
UK Fuels- Petrol	
Cheque No. 406277	£6.76
Robinsons of Wingate- Summer Catering	
Cheque No. 406278	£2337.60
Ark Therapies- Summer Activities	
Cheque No. 406279	£450.00
Community Development Officer- Misc Supplies Refund	
Cheque No. 406280	£8.66
Clerk- Refund for Ink Cartridges	
Cheque No. 406281	£46.49
Npower- Pit Wheel	
Cheque No. 406282	£65.40
EON Next- Football Changing Room	
Cheque No. 406283	£438.21
Clerk- September Office Allowance	
Cheque No. 406284	£50
Clerk- Line Rental and Calls	
Cheque No. 406285	£45
Park Keeper- Line Rental and Calls	
Cheque No. 406288	£45
Community Development Officer- Line Rental and Calls	

Cheque No. 406289	£45
Durham County Council- Machine Repairs	
Cheque No. 406290	£510.38
Wingate Community Association- Bingo 29/8	
Cheque No. 406291	£192.00
Wingate Community Association- Play Scheme Funding	
Cheque No. 406292	£809.49

b) Bank Reconciliation

The Clerk presented a bank reconciliation for the period to 31 July 2023 which showed a balance of circa £152k. The Clerk advised the bank balance was very early in the financial year and he would continue to present updates.

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

c) Asset Register

The Clerk presented an asset register. It was noted that insurance values of buildings needed to be updated and playground items needed to be added.

The Clerk suggested that a review of machinery and equipment was needed although any review needed to be consistent with the Parish Council's available funding.

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

2023/09/11/11

**REPORTS**

(a) **The Clerk**

There were no reports from the Clerk.

(b) **Members**

(1) Football Field Gates

Following general discussion it was noted the gates are in the main were unlocked unless there is an operational requirement to lock them.

**RESOLVED** the information given be noted.

(2) Co-op Flower Planters

Following a query it was noted the flower planters adjacent to the co-op were the responsibility of Durham County Council.

**RESOLVED** the information given be noted.



- (3) Pit Heaps Band Stand Removal  
**RESOLVED** it be noted that a date for the removal of the former band stand was still awaited.
- (4) Cross Row  
**RESOLVED** it be noted that the road at Cross Row was unadopted and not the responsibility of Durham County Council.
- (5) Site Meeting  
**RESOLVED** the Clerk arrange a park and allotment site meeting.

**County Councillor**

County Councillor Higgins presented an update on County Council activities. It was noted that a lack of funding meant there was no funding for an X22 bus service following the removal of services by Arriva. Speed monitoring had continued at Wellfield Road with 48 drivers caught speeding in July. New signage and a reduced speed area had been approved and an implementation date was awaited.

The disabled bay at the Cross Row nursery was noted as not being part of an adopted car park. Investigations into continuing with the bay were ongoing. Work was noted as being ongoing relating to access to the former pit heap area and the former railway lines at Wellfield Road. The drainage issues associated with the Caradoc Road footpath were noted as still being investigated.

A proposed planning application relating to land to the rear of the front street was noted as not yet having been submitted.

County Councillor Higgins was thanked for his report and it was **RESOLVED** that the information given be noted.

2023/09/11/12

**SCHEDULE OF ONGOING MATTERS**

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

**CERTIFIED TRUE RECORD**

CHAIRMAN .....

DATE .....