



**WALDRIDGE PARISH COUNCIL**

1 Poplar Street, Waldridge Village  
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5<sup>th</sup> Nov 2024

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL**  
(Councillors Johnson, Kinnear, Moffat, Barker, Morrison, Sexton, Fantarrow, Moist, Taylor, and Westgate)

Dear Sir / Madam,

You are hereby summoned to attend a meeting of the **WALDRIDGE PARISH COUNCIL** which will be held at the Parish Rooms on Tuesday 12<sup>th</sup> Nov 2024 at 7pm to transact the following business:

**Public Participation Session**

Prior to the start of the meeting, there will be a public participation session which, at the Chair's discretion, may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions relating to services provided by the Parish Council will be answered where possible at the meeting. If this is not possible, a written response will be provided within 14 days of the meeting. Members of the public are asked to restrict their comments and/or questions to five minutes per item/individual. This section does not form part of the formal meeting of the Council.

**BUSINESS**

1. Welcome - [Chair welcomes everyone to meeting](#)
2. To receive apologies for absence - to note all apologies and reasons must be submitted in writing to the Coordinator/Chair prior to the meeting - Moya, Karen said is going to try to make it
3. Public Questions – members of the public may ask questions of the council for up to 15 minutes (5 minutes per person, per question). Any extension on time limits will be at the discretion of the Chair.
4. To agree the minutes of the last meeting - signed off
5. To receive and accept any Disclosable Pecuniary Interests from members in any item to be discussed. To remind members, if any changes in circumstances, that new forms need to be submitted -
6. Agenda-Motions (attached)
7. To note date and time of next meeting

**Yours faithfully, Cllr Paul Sexton (Chair)**

## Agenda-Motions:

1. **Matters arising/Action Log – No Matters Outstanding**
2. **Correspondence - Valuation Office Agency letter to action and Email from ONS to action**
3. **County Councillors Report – Durham County Council Allotment meeting**
4. **Financial matters – RFO to Update – HMRC VAT refund has been submitted**
5. **Events**
  - a. Halloween – Lessons Learned, Parish Cllr Traynor -deferred
  - b. Christmas Tree – update by Parish Cllr Taylor - too costly not going ahead this year
6. **Allotments Tenancy - WPC review and agree draft/update -tenancy agreement not fit for purpose - parish council to agree a new tenancy agreement- meeting will be attended at DCC on Thursday for Allotment advice.**
7. **Bench Parish Rooms Garden – Parish Cllr Johnson to update. - Parishioners have asked if a bench can be put into garden- councillors agreed to canvas the residents who live close by draft a letter to residents.**
8. **Request from Amazon Jnr Football team -Decision – WPC to grant requested amount, up to maximum £500**
9. **Parish Grant – to review**

**AOB** - time permitting and at Chairs Discretion.

**DATE AND TIME OF NEXT MEETING: Tuesday 10<sup>th</sup> Dec 2024 at 7pm**

## **Part B (confidential)**

**1. Staffing** – to consider awarding a permanent part time contract to staff member - Parish Cllr Sexton and RFO to update -

**Decision** – to agree (financial figures to be presented at meeting) to award a contract to our current temporary staff member. - [Agreed to offer Anthea a permanent contract](#)

**2. Staff annual salary increases** – Chair and RFO to outline, (financial figures to be presented at meeting).- [Agreed to give John 2.5% in line with DCC](#)

**3. WPC storage requirements** – Chair to provide details.

**Decision** – to agree a monthly fee of up to £100 per month for storage costs. - [Agree to rent a garage to store grit - etc nothing of value](#)