



WALDRIDGE PARISH COUNCIL

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3rd June 2024

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

Dear Sir / Madam,

Please find minutes of the full council meeting held on Tuesday 11th June 2024 at 7pm..

BUSINESS

1. Welcome – [The Chair welcomed everyone to the 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. [None.](#)
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 the at the discretion of the Chair.
[LSH \(public member\) asked WPC how CAT D celebrations would be funded and how should invoices/bills be paid. RFO said that all invoices should be sent to WPC, via Cllr Johnson, and would then be paid, once RFO satisfied. RFO asked Cllr Johnson to forward on the CAT-D event schedule, in full, and to identify, in advance, any associated expenditure. The Chair, said it is important for audit purposes, that we/RFO reviews all anticipated spend, so it meets audit requirements. LSH thanks WPC and Cllr Johnson agreed to forward event schedule and associated/anticipated expenditure accordingly.](#)
[CD \(public member\) asked Cllr Sexton about the parking on Olive St, which she is grateful for, however, Car lights are causing her an issue. Cllr Sexton said this was not a WPC project or responsibility, however, suggested, we wait until the new hedgerow is installed, then discuss off line with Cllr Moist and Sexton.](#)
4. To agree the minutes of the last meeting – [Deferred.](#)
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. [None.](#)
6. Agenda-Motions (attached)
7. To note date and time of next meeting

6. Agenda-Motions:

1. **Matters arising/Action Log** – Log was reviewed and updated for re-issue accordingly.
2. **Correspondence** – Anonymous correspondence received, and Chair explained that we could not post a reply in the Notice Boards, given the sensitivity/GDPR. However, if the letter relates to what WPC believe it may do, Chair/RFO advised that it is being dealt with, ongoing.
3. **County Councillor Reports** – None.
4. **Financial matters**

- a. Audit 2023/4 – RFO advised audit ongoing, a few recommendations to be completed, prior to external audit by MAZARS. Nevertheless, confident we will achieve a pass. However, needs to be stated, that it has been extremely difficult to process the audit, given the quick handover and documents not available.
- b. HMRC VAT update 2023/4 – RFO ongoing, RFO to look at Portal and update at next meeting.
- c.

5. Events

- a. Cat D – Update by Cllr Johnson. Cllr Johnson ran through the itinerary/schedule for events and said hopefully everything will come together in the weeks to come. Still awaiting some prices, and agreed to send RFO full schedule and any costs expected.
 - b. Waldrige Weekend Update, Cllr's. Sexton, Westgate and Barker
 - i. Cinema- Cllrs advised colleagues that all underway, a few challenges, but expect to go ahead 19th July.
 - ii. Sunday Parish Fayre – As above.
 - iii. Halloween – deferred until July.
 - c. Other
6. **Flowers Update** – Cllr Sexton and Sally, advised work more involved than anticipated, but staff are confident all flowers will be completed in 14 days. Then they will focus on flower and general maintenance.
 7. **Grant Applications** – Winter Afternoon Tea £500 – Cllr Sexton said he had been asked if WPC would support this with a grant. Decision to be on July Agenda.
 8. **AOB** – time permitting and at Chair's discretion. None.

Tuesday 9th July 2024 at 7pm