

WOODLAND PARISH COUNCIL

Minutes of General Meeting held on 14th March 2024 at 7.30pm Woodland Village Hall

1 Present

Cllr Teasdale(Chair), Cllr Peckett, Cllr Rutter, Cllr Gardner, Cllr Timms, Cllr Snowdon
Simon Land Parish Clerk.

2. Apologies

Cllr Coslett (DCC Evenwood and Barony)

3. Declaration of Interest

None

4. Confirmation of minutes

3 sets of minutes to be confirmed

- 4.1 10th August 2023 - Accuracy of minutes disputed as they are a legal document. Minutes to be reviewed via website and discussed at next meeting with a view to being signed off
- 4.2 9th November 2023 - Amendments were requested previously, noted that they have not been changed, discussion re accuracy. Audio recording failed for this meeting. Parish clerk stated there is no set formatting for minutes and that advice sought from CDALC who stated there is no standard format for agenda or minutes, and that they are simply a record of decisions made and are not verbatim. To be reviewed at next meeting.
- 4.3.11th January 2024 - These minutes yet to be amended. To be reviewed at next meeting.
- 4.4 Cllr Gardner suggested that future minutes were sent out via email to be agreed by parish councillors which would save time at next meeting by not reading them out. Agreed by the council.
- 4.5 Councillor Gardner asked that the meeting be led by the Chair and not the Clerk. It is not the job of the Clerk to conduct the meetings.

5. Matters Arising

- 5.1 Discussion around social media and perceived percentage of parishioners in the village who use social media being less than 50%.
- 5.2 Discussions around who should chair meetings, clarification given that Cllr Teasdale should chair future meetings and parish clerk to take notes.
- 5.3 Cllr Snowdon expressed concern at the lateness of receiving the precept document leaving no time to study the document in detail before voting on 2024/25 precept. Parish Clerk gave explanation that the precept document had taken some time to construct and apologised for the lateness in the document being forwarded to the Council.
- 5.4 Discussions focused around the need to update policies and procedures asap.

6. Public Participation Period

- 6.1 Member of the public enquired as to where agenda would be published. They found website difficult to access. Clerk to check website. Agenda can be displayed on village hall notice board in agreement with village hall committee or details included in village hall newsletter.
- 6.2 Suggestions as to how council can engage with parishioners, clerk stated that engagement with public was down to councillors to promote themselves, discussions focused on how this could be developed. Clerk stated that there should be an annual parish meeting between May and June, separate to Annual General Meeting to which public are invited to promote more public involvement. This would be a good opportunity to involve the public in the parish council.
- 6.3 Member of public queried why parish council did not have a Facebook page, as they thought it would be a very good way of promoting the parish council and meetings. Cllr Gardner stated majority of council were not in favour of such a page. Clerk stated he was disappointed the vote went against creating social media page. To be reviewed and discussed in future meeting.

7 Finance and Accounts

- 7.1 Bank Balance £10,174.69p, outgoing £200 for report on chapel.
- 7.2 Issue with bank account unable to produce paper statements anymore plus new mandate needed. Parish clerk to further investigate and to report back at next meeting.
- 7.3 Precept has been sent to DCC and has been agreed for 2024/25.

8 Policies

- 8.1 Data retention policy agreed
- 8.2 FOI policy agreed
- 8.3 Publication scheme policy agreed
- 8.4 Scheme of delegation policy not agreed to be discussed further at future meeting
- 8.5 Model councillor officer protocol not agreed to be discussed further at future meeting

9 Cemetery Chapel

- 9.1 Two reports, one produced by clerk one by Carl Swainston, structural and civil engineer, available to view on website, to be discussed further. Archives could not produce deeds. 1855 plan names it as school chapel. Parish clerk has started a bid to national heritage fund, although ownership has to be established before this can proceed. Clerk asked local builder to produce budgetary quote for the building, when obtained clerk to report back to parish councillors. Ownership at present unknown, this will need to be investigated before any further proposals discussed. Parish clerk estimated cost approximately £50,000-£150,000 for restoration works

10 Playground

10.1 Cllr Snowdon enquired as to the cost of removal of Mobilis, following on from discussion at previous meeting when parish clerk stated that cost of repair of Mobilis would be £500. Parish clerk stated that himself and Cllr Teasdale, Chairperson, had had a discussion regarding removal of the Mobilis although they had not made a decision to remove it. Cllr Snowdon stated that the playground was badly in need of a spring clean and suggested that a spring clean-up is organised along with Cllrs Gardner and Timms and that if it was decided that the Mobilis was needing to be removed then the parishioners should be informed and that they should be involved in the decision making. If the Mobilis was to be removed it should be replaced with another piece of equipment. Parish clerk stated that playground should be kept operational until such times as either another site for playground is up and running or current one is refurbished. To be discussed at future meetings.

11 Planning

11.1 No new planning applications received and no update on planning application at Garden House, however until application submitted PC unable to comment.

12 Correspondence and I.T

12.1 Correspondence from CDALC offering to discuss with council possibility of affordable housing in the village. Councillors in agreement for her to present to the council and parish clerk to invite her to future meeting.

12.2 Parish clerk requested funds to purchase new printer. There is printer in village hall available for community use. May be helpful to bring paper when needing to print.

13 Any Other Business

13.1 Discussions took place when Cllr Gardner had received info from parishioners regarding inability to be involved in events mention on WCG social media pages, due to them being blocked. Discussions took place regarding the difficulty with this issued. Parish clerk stated he was unaware he was admin on the social media page and that he made a point of being impartial.

Next meeting

Thursday 9th May 2024 at Woodland Village Hall

These are true and accurate minutes of the meeting as agreed by the council

Date

Signed