**Waterhead Parish Council (PC)**

Minutes of a PC Meeting held on 16th May 2019 in the Methodist Chapel Room, Gilsland

**Present**

**Parish Councillors: -** D. Rackstraw (DR) (Chairman), S. Hatt (SH) (Clerk), E. Packer (EP) & E. Woodmass (EW) (Vice-Chairman)

**Others: -** Raymond Tinnion (RT) (City Council)

**The meeting opened with DR in the Chair**

1. **Chair’s Opening Remarks** – DR greeted those present to the meeting and welcomed Raymond Tinnion, newly elected member of the City Council.

**New Parish Councillor:** As Diane Horn no longer wants to be on the Parish Council, DR thanked her for her contributions to the Parish Council over the years. DR to ask Richard Barwick (new Parishioner) if he might be interested in joining the Parish Council.

 **Action: SH to send a card and DR**

1. **Co-opting of Jovan Nicholson:** DR to find out if this is possible.

 **Action:** **SH to find out if JN will stay on the Parish Council.**

1. **Apologies for Absence and Declarations of Interest:**

Apologies were noted from Lawrence Fisher and Jovan Nicholson. The Acceptance of Office and Declarations of Interests were signed by all.

1. **Minutes of previous meeting held on 7th February 2019** - Agreed as a true and correct record and signed as such by DR.
2. **Matters arising from the meeting held on 7th February 2019 -**
3. **New Maps for the Noticeboards** LF to be asked to check up on the Waterhead A3 maps

 **Action: LF**

1. **Spadeadam:** DR reported that the permissive path is in existence and the footpath is clear.
2. **Letter from Gilsland School :** LF to report back at the next meeting.

 **Action: LF**

1. **Water Quality Reading:** Interest was expressed about the information collected by the Environment Agency about the Water Quality in Gilsland.

 **Action: SH to find out**

1. **Correspondence that has not been Circulated** – There wasn’t any
2. **Reports**
3. **City and County** – no reports
4. **Village Hall** – EW reported that she had attended a meeting on 14th May. A new Chairperson had been elected ( Janet Gordon) and that all was going well. The donation of £100 for Christine Dixon’s bench has not been paid yet so EW will send SH the BACS details so that a transfer can be made.

 **Action: SH to pay donation**

1. **Parish Councillors:** EW reported that the wicket on the footpath by the church had been temporarily repaired following damage by a car. RT explained that the County Council will provide materials but that the landowner has to carry out the repairs. It was suggested that Guy Timperley or Dave Clare be contacted about the matter.
2. **Finance:**
3. **Accounts for the recent period 1st April 2019 to date** –
4. **Account Credit Balance** - **£2198.99**

**Payments due:**

**Payee Reason for payment Amount**

Village Hall Donation towards Christine Dixon’s bench £100

Sue Hatt Clerk’s 4 month salary £176

Sue Hatt Clerk’s expenses £35.16

**Receipts due:**

None

1. **The annual Governance Statement was approved in preparation of the Annual Audit.**
2. **Planning Matters** – None
3. **Matters for Next Meeting** – None were given
4. **Any other business:**
5. **Code of Conduct:** This was approved and will be sent to Rachel Plant
6. **Policies:** The policies that need approval will be sent out.
7. **I-Cloud:** It was agreed that SH should open an I-Cloud account to be shared with Upper Denton and Burtholme.
8. **Dates for next meetings:** to be held on Thursday 1st August at 7.30pm at the Methodist Chapel Room

1. **Next Meeting** – AGM 16th May 2019 – 7.30pm in theMethodist Chapel Room

Minutes prepared by Signed as a true and correct record

**Sue Hatt David Rackstraw**

**Parish Clerk Chairman**