

## **Minutes of General Meeting Held Thursday 9th November 2023.** **7.30pm. Woodland Village Hall**

### **Present.**

Cllr Mr R Teasdale. Cllr Mr A Rutter. Cllr Mr N L Peckett.  
Cllr Mr P Brydon. Cllr Mrs J Gardner. Cllr M Timms

Cllr Coslett (DCC Evenwood and Barony), Ms Debora Snowdon,

### **Apologies.**

Mrs Becky Land

### **Declaration of Interest.**

Cllr Robert Teasdale declared an interest in the cooption of a councilor section of the agenda.

### **Confirmation of officers**

It was agreed that the following officers were confirmed as holding offices within the council:

Chair, Cllr Robet Teasdale  
Vice Chair Cllr Nick Peckett

### **Confirmation of Minutes.**

Minutes of the meeting held 09/08/2023 were read and agreed.

### **Matters Arising.**

Cllr Harding has resigned from the Parish council and a new councilor cooption has been agreed by electoral services.

The Clerk has approached DCC highways regarding the addition of new Horse and rider signs.

The Post office notice has been added to the Woodland Parish Council web site

Research as been undertaken by the clerk to look at the Social media policy. Further research is required

### **Public Participation period.**

No members of the public were present at the meeting

### **Co option of a councilor**

At this point in the meeting the chair stood down as he is related to one of the candidates.

This section of the meeting was chaired by the vice chair.

The clerk read out the statements from the application forms and a discussion took place about the suitability of each candidate. Cllr Peckett asked that a vote was taken from each councillor.

A vote was taken and the results were:

Votes for Debora Snowdon

Cllr Gardner

Cllr Timms

Cllr Peckett

Cllr Bryden

Cllr Rutter abstained   Votes for Mrs Land   NIL

It was decided that Ms Debora Snowdon would be asked to join the council as a full voting member.

The clerk confirmed to the members that the clerk was not part of the decision making process as the post was held by an employee of the parish council and was not a voting member of the council.

### **Finance.**

Bank Balance £9300

Payments £0

These figures are based on the payments and receipts records handed across to the new clerk. Access to the bank account is still outstanding.

### **Cemetery.**

1. The spoil heaps in the cemetery are still growing. It was agreed that the Clerk should approach Burial services again.

### **Playground.**

1. The Clerk updated the members on the current situation regarding the Play ground and raised the possibility of two options
  1. To look for funding to upgrade the playground equipment in its current position
  2. To look for funding to replace the playground on the Woodland Parish Council part of the village green.The clerk undertook to request budgetary quotes from companies who build playgrounds.

### **Planning (New)**

No new planning applications had been received

### **Boundary Change**

1. The clerk read out an email received from Electoral services that detailed the work that was in their pipeline and how that would affect electoral services ability to manage a request for a boundary change. It was felt by Electoral services that it could be 2029 before a new boundary could be put in place.
2. The members decided that it would be raised again in 2026, nothing further should be delayed that had been held back pending a boundary change.

### **Correspondence & I.T.**

1. Very little correspondence of a physical nature has been received. The following are in the from of an email.
2. Review of polling places, the clerk had put a return in to the review and asked that any councilor could add their comments as individuals
3. Members were reminded by the clerk that any correspondence received on behalf of the council should be sent to the clerk for logging and distribution if appropriate.
4. A discussion was held regarding complaints received by Cllr Gardner in relation to a shed that had been erected at Garden house, Woodland. The Clerk had been made aware of the complaints and made enquiries with the Tennant and Planning department. The clerk read out the email from the allocated planning officer and stated that as no planning application had been received the Parish council did not

have any powers to comment on the situation.

5. License variation for the Edge hotel, this has been withdrawn
6. An email has been received from DCC licensing. Parish councils are not Statutory consultees in licensing decisions, however individuals have the right as members of the public to comment. The clerk agreed that is he was made aware of any license applications or changes He would bring it to the attention of members.
7. Local government pay award, the national pay award for council employees has been announced at 4%. This will need to be added to the PC budget next year when the clerk will start to be paid.

**Any Other Business.**

1. The Woodland Village hall booking system has a document that indicates that the Parish Council has members on the Management committee and that the Parish Council have control of the Management of the Hall. It was agreed that the Clerk would write to the Chair of the Management committee and ask that it was corrected
2. There have been difficulties this year in finding anyone to undertake the grass cutting contract. A tender would be created early next year to appoint a suitable contractor and advertised. The tender would be a framework agreement between Woodland Parish council and Woodland Primary school.
3. The two remaining litter bins would be installed during spring 2024
4. Emergency plan, as no comments had been received by the clerk it was agreed that the Draft plan would be issued as Version 1. Once issued it would be sent to the village hall committee and a meeting arranged to set up a memorandum or understanding. It would then be implemented and tested in a desktop exercise. Cllr Gardner told the members that a grant had been awarded to the village hall Management Committee to support any event that required the opening of the hall as a rest center.

**Next Meeting**

Thursday 11<sup>th</sup> January 2024. 7.30 pm.  
Woodland Village Hall

*This is a true and accurate minute of the meeting as agreed by the council.*

DATE .....

SIGNED .....