**MINUTES OF CORNFORTH PARISH COUNCIL MEETING:**

**FEBRUARY 2021**

Minutes of the Remote Meeting of Cornforth Parish Council held at 7.00pm Monday 15th February 2021.

Present: Councillor Mr. A. Hodgson and

Councillors: Mrs. P. Crathorne, Mrs. H.P. Drew, Dr. S. C Drew, Mr. P. Metcalfe, Mrs. M. Poole and Mr. R. Poole.

1. INTRODUCTIONS AND APOLOGIES

Specific apologies had been received from Councillor R. Vaughan. Apologies were recorded for all other Councillors who had chosen not to take part in a remote meeting or who could not take part for technical reasons.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made in relation to any items on the agenda.

3. MINUTES

Members confirmed as a true record the Minutes of the two meetings held on 18th January 2021, circulated with the agenda.

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE AGENDA

The meeting considered the action proposed at the last meeting by Councillor Metcalfe with regard to fixing a second gate across the access to the allotments. Following another break-in which had been reported to the police, he was asked to provide details and an estimate of the work involved.

5. POLICE LIAISON

The Vice Chairman reported that no PACT meetings had been held. It was agreed that when they resume, the PSO be invited to attend every other Parish Council meeting.

6. PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

7. CHAIRMAN’S ANNOUNCEMENTS AND CORRESPONDENCE.

The Clerk reported that a letter had been received from The Great North Air Ambulance thanking the Council for its donation.

The Chairman reported that he had received a letter from The Clerk tendering his resignation with effect from 1st March 2021 and would deal with it in full under item 12.

8. AAP ISSUES

The Chairman reported that the meeting had been cancelled.

9. COUNTY COUNCIL ISSUES

Our County Council representative reported that the NHS was still under considerable pressure, with cases at 171 in 100K people. A system for testing for the Australian strain was in place. Vaccinations in care homes were being rolled out.

£20M was to be invested in improving towns and villages and this would include Cornforth High Street.

Members felt that the County’s action in repairing the potholes in the village had been excellent.

10. PLANNING MATTERS AND APPLICATIONS FROM DURHAM COUNTY’S WEEKLYLISTS.

The Clerk reported that at the time of the despatch of this agenda, which included applications lodged up to and including 8th February 2021, the following application had been received by Durham County Council, which was of interest to the Parish Council:

1. DM/21/0079/FPA – Mr. S. Aslam – Floor 1 19 High Street, Cornforth – change of use of first floor from office to residential apartment with associated alterations to windows and door openings, creation of a roof terrace with sun room, pergola, decking and boundary wall and erection of an external fire escape.

Members were advised that an objection had been raised to the development by a resident in The Oaks on grounds of loss of privacy from the living space and overlooking from the roof terrace. The external fire escape seems to exit onto the footpath to the rear. Members agreed to object to the proposals on the grounds of privacy and the positioning of the fire escape.

1. DM/21/00280/FPA – Mr. and Mrs. Ward – 2 The Green, Cornforth – Replacement of 1 No. timber window on the south elevation with a UPVC alternative.

Members agreed not to comment on the application, but to let the Conservation Officers deal with the detail.

No recent decisions by the County Council have been made on applications of interest to the Parish Council.

11. WEBSITE ACCESSIBILITY AND MONITORING

The Government’s Digital Services staff, part of the Cabinet Office, has recently written and asked for an update on the improvements made. The Clerk had asked our website designer to draft a reply and would send it to the GDS when received.

12. RESIGNATION OF THE CLERK.

In accordance with the terms and condition of his employment, The Clerk had given notice to the Chairman effective from 1st March 2021, that he would be leaving the post of Clerk to the Parish Council on 31st May 2021, giving the Members over three months in which to appoint a replacement. The Chairman and the Members thanked Mr. Sunman for his service. At this point he left the meeting to allow Members to discuss how to deal with appointing a replacement, before returning to deal with the next item.

The Members agreed to take steps to appoint a temporary clerk for a period of six months, to take up office on 1st April 2021 and work alongside Mr. Sunman until he left on 31st May 2021.

13. ISSUES FOR THE FINANCE COMMITTEE.

1. BANK RECONCILIATION STATEMENT – POSITION AT 31st JANUARY 2021.

The bank reconciliation statement for the above period which had been circulated with the agenda, was agreed and would be signed by the Chairman and Councillor Mrs. M. Poole.

1. RECEIPTS AND PAYMENTS FROM 14TH TO 31ST JANUARY 2021.

|  |  |  |  |
| --- | --- | --- | --- |
| **Receipts** |  | **£** | **Cheque****No.** |
| NIL |  |  |  |
| **Payments** |  |  |  |
| Royal British Legion Poppy Appeal | Payment covers two years following none presentation of 2019 cheque | 760.00 | 2098 |
| R. A. Sunman | Salary | 666.10 | S/O |
|  |  |  |  |
|  | **Total expenditure** | **1,426.10** |  |

The schedule was approved.

**NOTE: At the close of the meeting Members were asked if they had any items**

**for inclusion on a future agenda. None were requested.**

To all Members of the Parish Council.

Yours Sincerely, Ray Sunman, Parish Clerk: 22nd February 2021.

**Signed: …………………………………… Dated: ………………………..**