**CORNFORTH PARISH COUNCIL MEETING: FEBRUARY 2020**

Notice is hereby given that a meeting of Cornforth Parish Council will be held in the Community Centre, Cornforth, on Monday 10th February 2020 when your attendance is requested. The agenda for the meeting is attached.

**PLEASE NOTE**

**UNDER THE PROVISIONS OF THE OPENNESS OF LOCAL GOVERNMENT REGULATIONS 2014 MEMBERS ATTENDING THE MEETING NEED TO BE AWARE THAT THE PROCEEDINGS MAY BE THE SUBJECT OF PHOTOGRAPHY, FILMING, VIDEO AND/OR AUDIO RECORDING BY MEMBERS OF THE PUBLIC OR PRESS.**

**AGENDA**

1. INTRODUCTIONS AND APOLOGIES

2. DECLARATIONS OF INTEREST

To consider declarations of a personal or prejudicial interest with regard to any item to be transacted.

3. MINUTES

To confirm as a true record the Minutes of the meetings held on 13th and 20th January 2020. (Copies herewith)

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

To discuss any items arising from the previous minutes that are not included on this agenda.

5. POLICE LIAISON

To receive a report on the PACT meeting from the Vice Chairman.

6. PUBLIC PARTICIPATION

The Chairman will adjourn the meeting to facilitate public participation on any item on the agenda and resume it following public participation.

7. CHAIRMAN’S ANNOUNCEMENTS AND CORRESPONDENCE.

At the time of the despatch of this agenda there were no items to report.

8. AAP ISSUES

The Chairman will give a report of any matters which have arisen.

9. COUNTY COUNCIL ISSUES

Our County Council representative will report on any Durham County Council issues that have arisen since the last meeting.

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

At the time of the despatch of this agenda, which included applications up to and including 26th January 2020, no applications had been received by Durham County Council, which were of interest to the Parish Council, nor had any decisions been made.

11. REFURBISHMENT OF THE MEMORIAL PARK.

Kompan had been asked to provide a single plan covering the whole of the park, for clarity and better public understanding, together with costs for the work. The Clerk will report on progress.

12. VE DAY 75 CELEBRATIONS.

Town and Parish Councils throughout the UK have been asked by SSAFA, the armed forces charity, to take the lead in arranging celebrations to mark the 75th Anniversary of the end of the war in Europe on 8th May 2020. The weekend of 8th – 10th May will be an international celebration of peace. A meeting has been held in the village to discuss the events to be held on these dates and Members will be advised of current proposals.

13. CHRISTMAS LIGHTS.

The Parish Council’s arrangements with Blachere to provide Christmas lights is at an end. A meeting of the Members of the Christmas Lights Working Group is needed to decide the Council’s future course of action, which would take it up to the next election.

14. THE FUTURE MAINTENANCE OF THE CHURCHYARD.

The Parish Council currently maintains the churchyard. The arrangement is voluntary and the Council has paid for the cutting of the grass and clearing of dead flowers as part of its current ground maintenance contract, which runs until 31st March 2021. The Council has taken the view that as long as the churchyard remained open for burials it would meet the costs as a service to the residents. It is currently rumoured that only four plots for graves remain. A letter has been sent to The Reverend Norman asking for clarification of the position.

15. GROUND MAINTENANCE WORK.

Discussions have been held with our contractor on a number of maintenance issues. SE Landscaping has been asked to provide an estimate for the work on trees on Parish Council land following the survey carried out by “All-About-Trees”. The company has been reminded of its obligation to cut back the bankside on Station Road and the work has been carried out. The annual cutting back of trees and hedges in the Memorial Park has been completed. In addition, the contractor has been asked to repair the containers in the churchyard used to hold dead flowers. The metal cover is to be removed and once cleared a dumpy bag will be put into the container by the Oswald Close entrance to make regular emptying easier.

16. AWARDS FOR ALL.

Cornforth Partnership has advised that the family based project funded through the above scheme is complete and that it has met our joint responsibilities for the accounting of the spending of the grant. The financial records will be held by the Partnership for seven years as required.

17. REQUEST FOR LITTER AND DOG BINS.

Cornforth Partnership has received requests for more litter and dog bins in the village. It has been suggested that a dog bin be provided along the cut leading to Hollyhurst Road. Additional bins will be provided in the Memorial Park as part of the refurbishment project. Members’ views are sought on further provision.

12. ISSUES FOR THE FINANCE COMMITTEE.

1. RECEIPTS AND PAYMENTS FOR JANUARY 2020.

|  |  |  |  |
| --- | --- | --- | --- |
| **Receipts** |  | **£** | **Cheque****No.** |
| NIL |  |  |  |
| **Payments** |  |  |  |
| The Cornforth Partnership | Poop bags | 474.57 | 102029 |
| The Cornforth Partnership | Administration (Oct – Dec) | 476.15 | 102030 |
|  | Room hire £360.00 |  |  |
|  | Photocopying £29.75 |  |  |
|  | Website £86.40 |  |  |
| Anglian Water | Allotment Water | 62.53 | 102031 |
| West Cornforth Comm. Assoc. | Room hire | 330.00 | 102032 |
| West Cornforth Comm. Assoc. | Affiliation fee | 25.00 | 102033 |
| West Cornforth Comm. Assoc. | Christmas Party contribution | 227.00 | 102034 |
| H. M. R. & C | Tax and N.I.C | 601.80 | 102035 |
| R. A. Sunman | Allowances (Nov & Dec) | 148.86 | 102036 |
| Blachere  | Christmas lights | 485.76 | 102037 |
| SE Landscaping | Ground maintenance (Nov & Dec) | 4,120.00 | 102038 |
|  |  |  |  |
|  | **Total Expenditure** | **6,951.67** |  |
|  |  |  |  |

Recommendation: That the schedule be approved.

1. REQUESTS FOR FINANCIAL SUPPORT.
2. A letter has been received from Cornforth Partnership seeking financial assistance for its work in many fields in the village including family support, employment and training, community activities and environmental improvements. The Parish Council has included a sum of £6,000 in its budget to help the Partnership and this sum is much appreciated by its staff as it demonstrates local Council support for its work. The letter and extracts from the accounts are attached.
3. A letter has been received from West Cornforth and District Community Association for a contribution towards the cost of replacing the boilers. The total costs are £9,699.03, plus VAT (£11,638.83). The expenditure is unexpected and urgent action is needed in case of the failure of the system. The letter and an extract from the Association’s accounts are attached.
4. A letter has been received from the Village Show Committee requesting financial support towards the cost of the show. The Council had included a sum of £1,000 in its budget to make such a contribution.
5. BANK RECONCILIATION STATEMENT – POSITION AT 31st JANUARY 2020.

At the time of the despatch of this agenda the bank statement for the above period had not been received and the reconciliation statement will be circulated at the meeting.

**NOTE: At the close of the meeting Members will be asked if they have any items**

**for inclusion on a future agenda.**

**PLEASE NOTE THAT AT THE CLOSE OF THIS MEETING MEMBERS OF THE ALLOTMENT COMMITTEE WILL BE MEETING.**

To all Members of the Parish Council.JI

Yours Sincerely, Ray Sunman, Parish Clerk: 3rd February 2020.