**MINUTES OF CORNFORTH PARISH COUNCIL MEETING:**

**FEBRUARY 2014**

Minutes of the meeting of Cornforth Parish Council which was held in the Community Centre, Cornforth, at 7.00pm on Monday 10th February 2014.

Present: Councillor Mr. A. Hodgson and

Councillors: Mr. T. Cutmore, Mr. C Baker, Mrs. H. P. Drew, Dr. S.C. Drew, Mr. S. Hodgson, Mr. P Metcalfe, Mrs. S. Neville, Mrs. M. Poole, Mr. R. Poole, Mrs. S. Traynor, Mr. R. Vaughan and Mr. A. Wilson.

Apologies: Councillors: Mr. M. Simpson.

1. INTRODUCTIONS AND APOLOGIES

The apologies were as noted above.

2. DECLARATIONS OF INTEREST

Councillor R. Vaughan declared an interest in items 14 and 15 on the agenda.

3. MINUTES

The Minutes of the meetings held on 13th and 20th January 2014 2013 were agreed as true records and signed by the Chairman. It was noted that Councillor Mrs H. P. Drew attended the precept meeting.

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

There were no matters arising from the minutes that were not covered on the agenda.

16. FORMATION OF AN ALLOTMENT ASSOCIATION.

Members agreed to take item 16 at this point in the meeting in order that Councillor Metcalfe could make his report and leave for a prior arrangement. Members were informed that the arrangements for the establishment of an Allotment Association, its constitution, rules and chairmanship could be set, but self-management could be devolved and may need the setting up of a limited company. The tenants proposed that the association’s formation be dealt with in stages. Tenants would pay a subscription of £2.25/year to form the association and that a pilot scheme be run alongside the current direct let arrangements. This was accepted by the Parish Council and it was agreed that the Clerk would arrange to collect rents in February.

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5. POLICE LIAISON

The Vice Chairman reported that he had not been able to attend the PACT meeting. However, the priorities were to be allotments and the new problems in Verdun Terrace. PACT meetings were now going to be held every two months and the PACT meeting arrangements were to be reviewed across the County.

6. PUBLIC PARTICIPATION

Mrs. Walker attended the meeting but did not ask to address it.

7. CHAIRMAN’S ANNOUNCEMENTS AND CORRESPONDENCE.

The Clerk reported that the following correspondence had been received:

i) Ferryhill Town Council will be running a charity quiz in St. Luke’s Hall on Saturday 1st March 2014. Funds will be donated to Ferryhill Town Band and St. Luke’s Youth Groups.

ii) The Mayor of Ferryhill will be holding a Charity Dinner in the Masonic Hall on Friday 11th April 2014. Tickets for evening cost £25. The Chairman confirmed that he will attend this function.

iii) The Chairman reported that he had received a letter of thanks from the R.B.L. Women’s Section for the donation from the Parish Council.

8. AAP ISSUES

The Chairman reported that the next meeting was to be held in Cornforth Community Centre on 5th March 2014. The priorities for 2014/15 were to be children and young people, employment and the elderly.

9. COUNTY COUNCIL ISSUES

County Councillor Simpson was not in attendance.

10. BANK RECONCILIATION STATEMENT – POSITION AT 31st JANUARY 2014.

The Clerk circulated the current bank reconciliation statement and a comparison of this year’s budget to actual expenditure for this period at the meeting. The figures were reconciled and there were no issues to report.

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11. SCHEDULE OF RECEIPTS AND PAYMENTS: JANUARY 2014.

|  |  |  |  |
| --- | --- | --- | --- |
| **Receipts** |  | **£** | **Cheque**  **No.** |
|  |  |  |  |
| NIL |  |  |  |
|  |  |  |  |
| **Payments** |  |  |  |
|  |  |  |  |
| Cornforth Partnership | Room hire photocopying and sundries | 548.55 | 532 |
| R. A. Sunman | Salary | 666.10 | S/O |
| Northumbrian Water | Allotment water rates | 192.12 | 533 |
| JWS Power cleaning | Bus shelter cleaning | 144.00 | 534 |
| R. A. Sunman | Allowances | 94.76 | 535 |
| Durham County Council | Repairs to the Green | 6,080.00 | 536 |
|  |  |  |  |
|  | TOTAL EXPENDITURE | 7,725.53 |  |
|  |  |  |  |
|  | NET EXPENDITURE | 7,725.53 |  |
|  |  |  |  |

The schedule was approved.

12. PLANNING MATTERS AND APPLICATIONS FROM JANUARY’S WEEKLY LISTS.

At the time of the despatch of this agenda, there were no planning applications received or decisions taken by the Strategic Team or the South Western teams of Durham County Council which were of note to this Council other than that taken on 4th February with regard to the waste transfer station. This application was approved despite the objections of the Parish Council. County Councillor Simpson had attended the meeting. The letter of objection had been referred to but not read out and Councillor Simpson had not been allowed to speak because he has not notified the Chairman. It was agreed that should a similar situation arise, the Clerk and Parish Council Members would attend the meeting and ensure that the full views of the Parish Council were known.

13. PARISH COUNCIL PRECEPT 2014/15

The Clerk reported that he had advised the County Council with regard to this matter following the special meeting on 20th January 2014. There had been uncertainty about the Government’s consideration of capping Parish Council’s Council Tax increases, but no action was to be taken which would affect this Council’s decision.

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14. REQUESTS FOR FINANCIAL ASSISTANCE.

The Clerk reported that the following requests for financial assistance had been received:

i) Doggie Bulldogs Charity Sports Team – this team helps raise funds for local charities and is seeking a donation towards a fund raising raffle to pay for its pitch fees and running costs. Councillor Mr. R. Vaughan left the meeting whilst this item was discussed and voted upon. It was agreed that a donation of £50 be made from the Chairman’s allowance on this item.

ii) Royal British Legion – the Legion is seeking the support of the Parish Council to pay £201 being the cost of the crosses used by the school children on Remembrance Sunday. This was agreed for the 2013/14 financial year, but would be considered year on year as the Parish Council would be likely to receive further requests for funding to commemorate the centenary of the First World War.

iii) Historic Society – the Chairman reported that he had received details of the Society’s bank holdings and Members confirmed their decision to pay £200 towards the costs of the Society’s PC purchase.

15. GROUND MAINTENANCE CONTRACT.

Whilst Councillor Vaughan had declared an interest in this item as an employee of Durham County Council, a potential tenderer, he was not required to leave the meeting as this was only a progress report. The Clerk reported that following the opening of the Pre-Qualification Questionnaires by the Council’s cheque signatories, all but one of the companies returning them had been sent full tender documents.

17. FILLING OF A VACANCY ON THE PARISH COUNCIL.

The Clerk reported that the County Council had been advised of the vacancy on this Parish Council. He apologised for not being able to post the necessary notices, but will attend to this matter as quickly as possible.

18. CONDITION OF YARDS IN HAWTHORNE TERRACE.

Members had asked that this item be placed on the agenda, following a report to the Community Action Team. Councillor Simpson will be able to report on this matter at the next meeting.

19. CUSTOMER FIRST CONSULTATION.

The Clerk reported that Durham County Council is consulting on its communication policy with its customers. Details of the existing policy are available online. Given the difficulties this Council has with this issue and the lack of IT coverage and usage, in the village, Members confirmed their wish to make representations. The Clerk was asked to circulate a hard copy of this report with the next agenda to facilitate discussion.

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20. INSURANCE CLAIM.

The Clerk reported that the claim against this Council for a fall on paving on the Green is to be disputed by Zurich Municipal as the repairs were not carried out by the County Council in a timely manner.

21. DURHAM COUNTY COUNCIL TREE POLICY.

The Clerk reported that Durham County Council is consulting across the County on its policy for dealing with its own and other trees. The details are available online, but a hard copy was brought to the meeting to aid discussion. It was agreed that a hard copy of the report would be made available in Cornforth House and that at the rergular surgeries the Clerk would draw together Members’ responses.

22. PROVISION OF A DEFIBRILLATOR

The Clerk reported that “Defribshop”, a leading supplier of defibrillators and training in their use, had approached the Parish Council to see if the village had a need for such devices. The Vice Chairman advised that there was a defibrillator in the doctors’ surgery and that whilst another, perhaps in the Community Centre, would be desirable, the cost of purchase, training and maintenance was high. It was agreed that there was insufficient demand at this time.

23. NEIGHBOURHOOD PLANS

The Clerk had prepared a report on the above matter following the attendance by himself and the Chairman at a seminar on the subject. After discussion, it was agreed that whilst social housing was an issue in the village it was not a planning matter and that no further action be taken at this time.

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

**to be included on the next agenda. No items were requested.**

Ray Sunman/Clerk: 26th February 2014.

Signed: ....................................................... Dated: ..........................................