**CORNFORTH PARISH COUNCIL MEETING: MARCH 2016**

Notice is hereby given that a meeting of Cornforth Parish Council will be held in the Community Centre, Cornforth, on Monday 14th March 2016 at 7pm., 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 meeting held on 14th February 2016. (Copy herewith)

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

To discuss any items arising 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 and resume it following public participation.

7. CHAIRMAN’S ANNOUNCEMENTS AND CORRESPONDENCE.

At the time of the despatch of this agenda no correspondence had been received.

8. AAP ISSUES

The Chairman as an elected member of the AAP Board will give a report of any matters which have arisen.

9. COUNTY COUNCIL ISSUES

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

10. BANK RECONCILIATION STATEMENTS – POSITION AT 29th FEBRUARY 2016.

The Clerk will circulate the current bank reconciliation statements and a comparison of this year’s budget to actual expenditure for this period at the meeting.

11. SCHEDULE OF RECEIPTS AND PAYMENTS TO 29th FEBRUARY 2016.

|  |  |  |  |
| --- | --- | --- | --- |
| **Receipts** |  | **£** | **Cheque**  **No.** |
|  |  |  |  |
|  |  |  |  |
| **Payments** |  |  |  |
|  |  |  |  |
| R. A. Sunman | Allowances | 94.79 | 724 |
| J. W. Smith | Power cleaning | 144.00 | 725 |
| Durham County Council | Playground inspection | 984.79 | 726 |
| Cornforth Partnership | Awards for All (final claim) | 718.20 | 727 |
| Royal British Legion | Wreathes | 315.00 | 728 |
| R. B. Legion Men’s Section | Contribution | 30.00 | 729 |
| R. B. Legion Women’s Section | Contribution | 30.00 | 730 |
| R.A.O.B. Sphere Lodge | Contribution | 30.00 | 731 |
| Salvation Army | Contribution | 30.00 | 732 |
| West Cornforth & District Community Association | Wreathes | 36.00 | 733 |
| Altogether Greener | Ground maintenance | 2,533.33 | 734 |
| Durham County Council | Planning fee | 97.50 | 735 |
| Chilton Town Council | Civic dinner | 44.00 | 736 |
| Blanchere Illumination | Christmas motif hire | 1,574.76 | 737 |
| R. A. Sunman | Salary | 666.10 | S/O |
|  |  |  |  |
|  | TOTAL EXPENDITURE | 7,328.47 |  |
|  | NET EXPENDITURE | 7,328.47 |  |
|  |  |  |  |

RECOMMENDATION: That the schedule be approved.

12. QUEEN’S 90TH BIRTHDAY CELEBRATIONS.

Members instructed the Clerk to investigate the cost of purchasing a beacon in order to take part in the above celebrations. The cost is £299.00 plus VAT plus the cost of a gas cylinder, which will give about 30 minutes life. The beacon needs to be operated by two people, present during the event. The event, which will obviously be outdoors, will require a license from Durham County Council. The beacon will need to be safely stored after its use. Members’ views are sought on holding an event which requires the use of a beacon or seeking an alternative method of marking this significant birthday.

Cornforth Junior and Infant School is to celebrate the Queen’s birthday with a tea party. Both the school and this Council have been asked by the Royal Mint if they wish to mark the event by acquiring commemorative medals to give to children and other residents. The cost of each medal is £1.99, plus VAT and packaging/postage. The school has 195 pupils, giving a total medal cost of around £390.00, plus VAT and packaging/postage. Members’ views are sought.

13. ALLOTMENT ISSUES.

Following the last meeting the Chairman and Vice-Chairman of the Allotments Committee met with the Clerk and several of the tenants to discuss changes to the terms and conditions of allotment tenancies. A revised version of the lease will be circulated at the meeting for discussion. If approved, tenants will be asked to sign the new lease prior to rental payment.

14. PLANNING MATTERS AND APPLICATIONS FROM DURHAM COUNTY’S WEEKLY LISTS.

At the time of the despatch of this agenda, which included applications up to and including 7th March 2016, the following applications had been received which are of interest to this Council:

1. DM/16/00586/FPA – Cornforth Parish Council – Tursdale War Memorial – Erection of a metal statue on the existing war memorial.
2. DM/16/ 00290 – Mr. M. Robson – 15 the Green, Cornforth – Erection of first floor and single storey extensions and 2No. roof-lights in front roof slope.

In the same period the County Council had made no decisions on applications of interest to this Council.

15. REQUEST FOR FINANCIAL ASSISTANCE.

A letter has been received from Cornforth Partnership seeking financial assistance towards the costs of repairs and improvements to the kitchen in No. 66 High Street. The building is owned by the Parish Council and operated as a community resource by the Partnership. The total cost of the work which is required to meet food preparation requirements is £6,037.55. The Partnership has raised £5,106.86 in grants and from its own resources and seeks the Council’s assistance to fund the outstanding amount, £930.69.

16. ROAD SAFETY.

The road safety issues at the school and the lack of working road signs on Garmondsway Road have been reported to the County Council. Letters have been sent to our Member of Parliament and the Health and safety Executive.

In addition, a Member has asked that this Council considers problems caused by parking on footpaths in the village.

17. WORK IN THE HOLY TRINITY CHURCHYARD.

The Clerk had sought the agreement of the Church to provide a bench and to fell a number of dead trees in the churchyard. The Archdeacon has given permission for the bench, subject to it having arms to assist the elderly and a paved access. Permission has also been given for the tree removal. However, the Church had wished to charge £212.00 for these permissions. The issue has been discussed with the incoming vicar and it has been agreed that as a gesture of goodwill the Parish Council will be reimbursed this fee by the Parochial Church Council.

Members will recall that the bench is to be provided by Cornforth in Bloom and Durham County Council has been asked to provide a revised quote for the work. Members are asked to agree to seek quotes for the tree work from our ground maintenance contractor. On a related matter, the “Friends of the Churchyard” will be removing material from the grounds to enable early grass cutting, with the kind assistance of Councillor Walker and Mrs. Wilson.

18. BENCH NEAR THE THREE ARCHES BRIDGE.

Durham County Council has been asked to provide a quote to remove the above bench.

19. MEMORIAL PLAQUE.

A Member had asked that the Parish Council discuss the provision of a memorial plaque on the bench in Cuthbert Road at this meeting.

20. LAND IN THE HIGH STREET.

Durham County Council has been advised of this Council’s interest in acquiring part of its land holding on Station Road, at its junction with the High Street. The request is to acquire the freehold of a strip of land 10 metres deep, immediately adjoining the back of footpath, as amenity open space. The Clerk has been advised that, subject to a current review, the land appears to be surplus to the County Council’s operational requirements.

21. AWARDS FOR ALL.

A Member requested that the application for Awards For All be placed on the agenda. In the meantime, the Big Lottery Fund has written to the Parish Council with regard to its latest completed award advising that its end of grant report had been approved. There is nothing further that we are required to do other than to keep the financial records for seven years. The Parish Council is unable to make any similar applications to this body for 12 months, i.e. for the remaining life of this Council.

22. REPAIR OF PAVING ON THE GREEN.

A Member had requested that the Clerk place an item on this agenda with regard to paving on the north end of the Green. The Clerk has been attempting to acquire the County Council’s specification used to replace paving with tarmac in this area so that the Parish Council could use it to replace paving on the south end of the Green. The County Council claims to have no specification or plans that would help us. Members’ views are sought on the following course of action:

1. To instruct the County Council and to pay for it to prepare for us a specification and plans to replace the paving in the two areas of the Green that are worst affected, the north end and Village Farm.
2. Upon receipt of the documentation, to seek tenders for the work from the same three companies, which included the County Council that tendered for the repair to the stone work by the Square and Compass.

Such a course of action reduces the risk to the Parish Council that the work would later fail or that the tenders when received would not be directly comparable.

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

**for inclusion on a future agenda.**

To all Members of the Parish Council

Yours Sincerely, Ray Sunman/Clerk: 7TH March 2016.