**CORNFORTH PARISH COUNCIL MEETING: MARCH 2014**

Notice is hereby given that a meeting of Cornforth Parish Council will be held in the Community Centre, Cornforth, at 7pm on Monday 10th March 2014, when your attendance is requested. The agenda for the meeting is attached.

**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 10th February 2014. (Copy herewith)

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE 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 circulation of this agenda the following correspondence had been received:

1. Ferryhill Town Council will be holding a Brass Band Concert in St. Luke’s Hall on Saturday 5th April 2014 commencing at 7pm. Funds will be donated to Ferryhill Town Band and St. Luke’s Youth Groups. Tickets for the evening cost £5.00.

 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 STATEMENT – POSITION AT 28TH FEBRUARY 2014.

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

11. SCHEDULE OF RECEIPTS AND PAYMENTS: FEBRUARY 2014.

|  |  |  |  |
| --- | --- | --- | --- |
| **Receipts** |  | **£** | **Cheque****No.** |
|  |  |  |  |
| H.M.R.& CUSTOMS – V.A.T. |  | 28,446.76 |  |
|  |  |  |  |
| **Payments** |  |  |  |
|  |  |  |  |
| Hibbitt’s Electrical | Tree wrap - The Green | 171.60 | 537 |
| R. A. Sunman | Salary  | 666.10 | S/O |
| Durham County Council | Xmas decoration – timer replacement | 1,152.44 | 538 |
| CDALC | Publications provided | 55.10 | 539 |
| West Cornforth & Dist. Comm. Association | Pantomime payment | 515.00 | 540 |
| West Cornforth & Dist. Comm. Association | Room hire 2013 | 194.00 | 541 |
| Zurich Management Services | Membership fee | 114.00 | 542 |
| R. A. Sunman | Allowances | 117.63 | 543 |
| Newsquest | Ground maintenance tender advert | 367.20 | 544 |
| Ferryhill Town Council | Mayor’s Charity Dance Tickets | 25.00 | 545 |
| Cornforth Historical Society | Donation to funds | 200.00 | 546 |
| Royal British Legion | Poppy Appeal | 201.00 | 547 |
| West Cornforth & Dist. Comm. Association | Affiliation fee | 18.00 | 548 |
|  |  |  |  |
|  | TOTAL EXPENDITURE | 3,797.07 |  |
|  | NET INCOME | 24,649.69 |  |
|  |  |  |  |
|  |  |  |  |

RECOMMENDATION: That the schedule be approved.

12. PLANNING MATTERS AND APPLICATIONS FROM FEBRUARY’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.

13. REQUESTS FOR FINANCIAL ASSISTANCE.

The following requests for financial assistance have been received:

1. Durham County Brass Band Association – the Association, which is dedicated to supporting the North East’s Brass Band Heritage, is seeking a donation to its costs.

14. GROUND MAINTENANCE CONTRACT.

At the close of the meeting Members are requested to agree to the cheque signatories present opening the tenders received and that following an arithmetic check and a check of references to choose a contractor for this work.

15. 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.

16. CUSTOMER FIRST CONSULTATION.

Durham County Council is consulting on its communication policy with its customers. Details of the existing policy are enclosed. Members’ views are sought.

17. DURHAM COUNTY COUNCIL TREE POLICY.

Durham County Council is consulting across the County on its policy for dealing with its own and other trees. As requested at the last meeting, a copy of the draft policy has been made available in Cornforth House for Members to read. No comments had been received at the time of the despatch of this agenda.

18. REFERENCE TO THE MONITORING OFFICER

The Chairman, Vice Chairman and Clerk have, as agreed, prepared and sent a reply to the Monitoring Officer. No response had been received at the time of the despatch of this agenda. A copy of the letter and the tables enclosed with it will be made available to Members at the meeting for information. Members are reminded that a full discussion on this issue will take place once the Monitoring Officer has replied.

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

**to be included on the next agenda.**

Yours Sincerely, Ray Sunman/Clerk: 4th March 2014.