**CORNFORTH PARISH COUNCIL MEETING: MARCH 2013**

Notice is hereby given that a meeting of Cornforth Parish Council will be held at 7.00pm, in the Community Centre, Cornforth, on Monday 4th March 2013, 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 meetings held on 4th February 2013. (Copy herewith)

4. MATTERS ARISING 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 despatch of this agenda there were no items to report.

 AAP ISSUES

The Chairman will provide an update from the latest AAP meeting.

9. BANK RECONCILIATION STATEMENT – POSITION AT 28th FEBRUARY 2013.

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.

10. SCHEDULE OF RECEIPTS AND PAYMENTS FEBRUARY 2013.

|  |  |  |
| --- | --- | --- |
| **Receipts** |  |  **£** |
|  |  |  |
| Nil |  |  |
|  |  |  |
| **Payments** |  |  |
|  |  |  |
| R. A. Sunman | Salary  | 666.10 |
| R. A. Sunman | Allowances and mileage | 82.13 |
| R.T.S. Tree Services | Churchyard tree work | 2,520.00 |
| Ferryhill Town Council | Civic Dinner ticket | 24.00 |
| Chilton Town Council | Civic Dinner tickets | 42.00 |
| C. D. A. L. C | Membership fee | 389.89 |
| Zurich Insurance | Management service fee | 114.00 |
| J. W. Smith | Bus shelter cleaning | 120.00 |
| Premier Traffic Management | Road Closure costs | 288.00 |
| West Cornforth & District Comm. Assoc. | Wreaths | 36.00 |
| Cornforth Partnership Awards for All | Payment for work | 191.00 |
| W. C. & D. C. Assoc. | Affiliation Fee | 18.00 |
|  |  |  |
|  | TOTAL EXPENDITURE | 4,491.12 |
|  |  |  |
|  | NET EXPENDITURE | 4,491.12 |
|  |  |  |

RECOMMENDATION: That the schedule be approved.

11. PLANNING MATTERS AND APPLICATIONS FROM FEBRUARY’S WEEKLY LISTS.

At the time of the despatch of this agenda, there were no planning applications received by the Strategic Office or the South West Office of Durham County Council which were of note to this Council.

Following the last meeting, the Parish Council wrote to the Planning Department in respect of its objection to the application referenced, 7/2012/0418/DM by Mr. Ernest Oliver for the erection of a detached dwelling house on land East of “Barcroft”, The Green, relaying its anger and disappointment that despite our serious concerns about the access arrangements, the application was granted. The Clerk will report on the response received.

Other than the above, the Clerk had not been notified of any other decisions made by the staff of the County Council at the time of the despatch of this agenda.

12. ALLOTMENTS.

Following the report made at the last meeting, notice has been served on four tenants ending their leases and on one to obtain proposals to tidy up an allotment. Members and the Clerk will report on progress.

13. REQUEST FOR FINANCIAL ASSISTANCE.

The following requests for financial assistance have been received:

i) £645 towards a media day for Cornforth Primary School – Members will recall that this request was discussed at the last meeting and deferred for more information. The school has been asked to send a representative to this meeting and speak to Members. In the meantime “livin” has been asked if they or another body could help with more of the costs.

ii) A request has been received from the Village Show Committee for a contribution towards the costs of the show. The Paris Council budgets for £1,000 towards this event.

iii) Durham Miners’ Gala has requested support. The Parish Council normally takes an eighth of a page spread in the souvenir brochure. This year the cost has risen to £80 for such an inclusion. Members’ views are sought on taking space for a message of support at a cost of £45 for 25 words.

14. INCIDENT IN THE MEMORIAL PARK.

Members will recall that a claim had been made for an injury sustained to a boy whilst using the “swing-frame”. Zurich Insurance was supplied with our information relating to inspections carried out over the year prior to the incident. As a result it has repudiated the claim as the Parish Council has not acted negligently or in breach of its statutory duty.

15. MAY 2013 ELECTION PROCESS.

The Clerk has attended the County Council training session held on 25th February 2013 and is now holding copies of the nomination packs. Nominations need to be sent to the Returning Officer from 18th March until noon on 5th April 2013. The statement of persons nominated will be published by noon on Tuesday 9th April and the details of uncontested elections on or about 11th April. The elections will be held on 2nd May 2013 and the Parish/Town Council count will be held on 4th May. The old Councils retire on 7th May 2013. Declarations of acceptance of office must be signed before the first meeting of the new Council and an AGM held by 21st May 2013. Registers of Interests for re-elected Councillors will need updating if necessary. The registers of new Councillors must be completed in 28 days. Where the Council still needs to co-opt Members, this must be done inside 35 days.

16. CiLCA EXAMINATION AND THE POWER OF COMPETENCE.

The Clerk now holds the qualification, Certificate in Local Council Administration, necessary for the new Council to adopt the General Powers of Competence. It is proposed that an early meeting of the new Council formally adopts the new powers and discusses its need to seek Quality Parish Status.

17. SNOW CLEARANCE AT THE SURGERY.

This item was requested by a Member at the last meeting. Enquiries have been made about the priority given to snow clearance at surgeries by the County Council. Clearance is decided by category and surgeries are in Category 2, behind bus routes and schools. Snow clearing equipment is limited and Members advised to press early and repeatedly, along with surgery staff, for clearance.

18. CHOICE OF LITTER BINS IN THE HIGH STREET.

The County Council has offered the Parish Council the choice of two suppliers for new litter bins. Details will be available at the meeting and Members’ views are sought.

19. UPDATE ON ITEMS FROM PREVIOUS MEETINGS.

i) County Council land disposal - The Clerk will update the meeting on any progress with this item.

ii) Flooding along Middleham Road – The farmer has cleared the drain and the problem has been resolved for now, but needs to be monitored and a permanent solution found.

iii) Remedial works on the Green – It is hoped that a meeting with Mr. Dunn will have been held by the time the Council meets.

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

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

Yours Sincerely

Ray Sunman/Clerk: 25th February 2013.

To all Members of the Parish Council.