MINUTES

**ORDINARY COUNCIL MEETING** held on Monday 13th September 2021.

Meeting opened at 7.00p.m.

**Present:** Councillor: Mrs. P. Crathorne **(Chairman)** and

Councillors: Mrs. H.P. Drew, Dr. S.C. Drew, Mrs. M. Poole, Mr R. Poole, Mr. R. Vaughan,

Mrs M Walker, Mrs J. Grafton, Mr P Mayew, Mr P Metcalf.

In attendance: Mr D. Snowball (Parish Clerk)

**72\_21/22 APOLOGIES**

There were no apologies.

**73\_21/22 DECLARATIONS OF INTEREST**

The Chairman invited members who wished to do so to make declarations of interest in respect of items on the agenda for this meeting.

There were no declarations of interest.

**74\_21/22 MEMBERS DISPENSATION**

 There were no dispensations.

**75\_21/22 PUBLIC PARTICIPATION**

There were no members of public present for this meeting.

**76\_21/22 MINUTES**

Ordinary meeting: Monday 12th July 2021

It was proposed by Councillor Mrs. J Grafton and seconded by Councillor Mr. R Poole to agree the minutes.

**RESOLVED:**

That the minutes of the Ordinary Meeting of Council held on Monday 12th July 2021 be approved as a correct record and signed by the Chairman.

**77\_21/22**  **CHAIRMAN’S ANNOUNCEMENTS**

The Chairman informed the meeting that the Annual meeting of CDALC is due to be held on Saturday 9th October 2021 at 10.00am. at the Civic Hall, Shildon.

The Parish Council can appoint two members to attend this meeting but just one may vote on the day.

Two members who expressed an interest were Councillors Mrs. P Craythorne and Mrs. J. Grafton and they will be attending the meeting.

The Chairman explained that there were several training courses available through CDALC and if any member was interested in attending, they should contact the Clerk at the earliest opportunity.

Members were informed that their telephone number and names are to be displayed in the noticeboards and it was also requested for members to provide their email addresses for the Clerk’s use.

The Chairman informed members that she had been elected to the A.A.P. board as a representative from Cornforth Parish Council and the first meeting had been held. Cornforth Partnership had been successful in obtaining funding towards free meals for those in need.

The Chairman informed the meeting that she had been litter picking in the park and had reported the issue with the bins and dog mess to Durham County Council.

**78\_21/22**  **POLICE LIAISON**

Councillor Mr S Drew could not attend the meeting and Councillor Mrs. P Crathorne had attended in his place. The police were informed of the concerns with vandalism in the memorial park and the venue for the next meeting had been changed to 66 Cornforth House at 5.00p.m. on 17th September 2021.

If members had any issues that they wished to have raised, they were to forward these to Councillor Drew.

**It was noted that there had been a meeting held and a further meeting planned and members were to forward any relevant issues that they wished to be presented to the next PACT meeting to Councillor Dr S Drew.**

**79\_21/22**  **A.A.P. REPORT**

Councillor Mrs. P Crathorne informed the meeting that she had been elected to the AAP board as a representative for Cornforth Parish Council. A meeting of the AAP had been attended and Cornforth Partnership had been successful in obtaining funding towards meals.

**It was noted that Cornforth Parish Council have a representative on the AAP and Cornforth Partnership had been successful in obtaining funding that benefits the residents of Cornforth.**

**80\_21/22**  **COUNTY COUNCILLOR REPORT**

County Councillor Mrs E Peeke had informed the Clerk that she had nothing to report and was not attending the meeting.

**It was noted that there was no report from the County Councillor.**

**81\_21/22** **MOTION ON NOTICE**

Councillor Mr. P Metcalfe moved the following motion, and this was seconded by Councillor Mr. R Vaughan:

Allotments- tenants request a small bunded or walled area for storing wood chippings and a similar one for manure.

At the moment, a number of tenants tend to be lumbered with manure from their horses, and others who grow on their gardens could make use of that if it was accessible. I've identified a suitable location, and it would mean each is stored in an area where other tenants can utilise it and recycle better. We'd need 10 railway sleepers I'd estimate for it.

Following discussion, it was proposed by Councillor Dr S. Drew and seconded by Councillor Mr R Poole to defer the motion for the Clerk to include in the allotment review and to be further discussed at a meeting of the Allotment Sub Committee, with this meeting being held before the new year.

**RESOLVED:**

That the motion was deferred and to be included in the allotment review report that the Clerk was in the process of preparing and that a meeting of the Allotment Sub Committee be held before the new year to discuss these.

**82\_21/22**  **COUNCIL INSURANCE**

The Clerk presented the report to the meeting and members were asked to consider and decide upon the report recommendation.

It was proposed by Councillor Dr S Drew and seconded by councillor Mr R Poole to agree the report recommendations.

**RESOLVED:**

That Cornforth Parish Council take on the financial responsibility for the insurance costs for 66 High Street Cornforth and note the continuing excellent partnership with staff at Cornforth House.

**83\_21/22**  **QUEEN’S PLATINUM JUBILEE 2022**

The Clerk presented the report to the meeting and members were asked to consider and decide upon the report recommendation.

Following discussion, it was proposed by Councillor Dr S Drew and seconded by Councillor Mrs M Poole to work with staff from Cornforth House and assess the viability of a big lunch celebration for the Queen’s Platinum Jubilee and to provisionally book the Community Centre for Sunday 4th June 2022 for the event.

**RESOLVED:**

That the Clerk and Chairman meet with staff from Cornforth House and assess the viability of a big lunch celebration for the Queen’s Platinum Jubilee and to provisionally book the Community Centre for Sunday 4th June 2022 for the event.

**84\_21/22**  **MEMORIAL PARK REFURBISHMENT UPDATE**

The Clerk explained that the project was now completed, and the grant funding documents have been completed and the grant funding should be in the council’s bank account in the very near future.

The press release on the official reopening of the park had been included in the recent issue of the Ferryhill and Chilton Chapter.

**RESOLVED:**

That the updates be received.

**85\_21/22**  **STANDING ORDERS REVIEW – September 2021**

The Clerk presented the report to the meeting with the amended Standing Orders attached to the report. If the revised Standing Orders are agreed members were requested to keep their copy for future reference and it was their responsibility to manage any future amendments that are issued by the Clerk following council agreement.

It was proposed by Councillor Dr S Drew and seconded by councillor Mr R Poole to agree the report recommendations.

**RESOLVED:**

That the Council formally adopt the revised Standing Orders and members retain their copy for their own use and reference.

**86\_21/22**  **FINANCIAL REGULATIONS REVIEW – September 2021**

The Clerk presented the report to the meeting with the amended Financial Regulations attached to the report. Members were asked to consider and decide upon the report recommendation.

It was proposed by Councillor Mr R Poole and seconded by councillor Mrs J Grafton for Council to adopt the report recommendations.

**RESOLVED:**

That the Council formally adopt the revised Financial Regulations and members retain their copy for their own use and reference.

**87\_21/22** **PLANNING APPLICATIONS**

The Clerk informed the meeting that there was one planning application for consideration at this meeting.

DM/21/02534/FPA Replace existing timber windows and door to

5 Village Farm the front elevation of property with new UPVC The Green material replacements.

 Cornforth

Ferryhill

DL17 9HL

***RESOLVED:***

That the Council have no comments to make on this planning application.

**88\_21/22 BANK RECONCILIATION STATEMENT**

The Clerk presented the statement to the meeting and following discussion it was proposed by Councillor Mrs J Grafton and seconded by Councillor Dr S Drew to receive the statement.

***RESOLVED:***

To receive the statement and for it to be signed by the Chairman Councillor P. Crathorne and Councillor Mrs M. Poole.

**89.21/22**  **INCOME AND EXPENDITURE ANALYSIS**

The Clerk presented the income and expenditure analysis and following discussion it was proposed by councillor Mr R Poole and seconded by councillor Mrs M Poole to receive the income and expenditure analysis.

***RESOLVED:***

To receive the Income and expenditure analysis.

**90.21/22**  **EXCLUSION OF PRESS AND PUBLIC**

It was moved to exclude the public and press from the meeting during consideration of Item 20 of this agenda on the grounds that it contains information relating to individuals. This information is classed as exempt under Paragraphs 1 & 2 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to information) (Variation) Order 2006.

***RESOLVED:***

That the press and public be excluded for the final item of the agenda.

**91.21/22**  **CLERK’S APPOINTMENT**

The Clerk left the meeting for the discussions on this agenda item.

At this point of the meeting Councillor Mrs P Crathorne declared a personal interest due to previously working with the employee at a former council and the concern for a degree of bias.

Members considered the Interim position of the current Clerk and the work performance during the interim period and the requirement to resolve the position prior to the ending of the Interim contract on Sunday 10th October 2021.

***RESOLVED:***

It was unanimously agreed to appoint the Clerk on a permanent basis as from Monday 11th October 2021.

***Meeting closed at 8.30 p.m.***

Signed (Chairman):

Date: