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

Councillors: Dr. S. Drew **(Vice Chairman)**; Mrs. P. Drew; Mr P. Mayew, Mrs M. Walker;

Mr R. Poole; Mrs M. Poole.

In attendance: Mr D. Snowball (Parish Clerk)

Mrs E. Peeke (Durham County Councillor)

**33\_22/23** **APOLOGIES**

Apologies were received from Councillors; Mrs J. Grafton, Mr P. Metcalfe and

Mr R. Vaughan.

and council accepted the apologies.

**34\_22/23 DECLARATION 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.

No declarations of interest were made.

**35\_22/23 MEMBERS DISPENSATION**

The Clerk informed the meeting that there were no dispensations for this meeting.

It was noted that there were no dispensations.

**36\_22/23 PUBLIC PARTICIPATION**

There were no public questions raised at this meeting.

**37\_21/22 MINUTES**

1. ANNUAL and ORDINARY meeting held on; Monday 9th May 2022

It was proposed by Councillor Dr S. Drew and seconded by Councillor Mrs P. Drew and

***RESOLVED:***

That the minutes of the Annual and Ordinary Meeting of Council held on Monday 16th May 2022 be approved as a correct record and signed by the Chairman at this meeting.

1. ALLOTMENT SUB COMMITTEE meeting; Monday 16th May 2022

It was proposed by Councillor Mrs P. Crathorne and seconded by Councillor

Dr. S Drew and

***RESOLVED:***

That the minutes and recommendations of the Allotment Sub Committee held on Monday 16th May 2022 be noted and received

**38\_22/23 COUNTY COUNCILLOR REPORT**

County Councillor Mrs E. Peeke informed the meeting that the overgrown central reservation on the A177 had been reported for action and that this is only cut twice a year. Fly tipping and other activities in the old scrap yard area had been reported to planning to check if a waste transfer licence was being used. Durham County Council had also provided permission for the Parish Council to install boulders in the problem areas along the old railway line but pedestrian access had to be maintained. A number of homes across county Durham were also being used to home refugees from the Ukrainian crisis.

*Members received and noted the updates*

**39\_22/23 CHAIRMAN’S ANNOUNCEMENTS**

The Chairman informed the meeting that the clerk, members and staff at Cornforth Partnership were to be thanked for their efforts in arranging the recent Queen’s platinum Jubilee celebration event.

*Members received and noted the updates*

**40\_22/23 POLICE AND COMMUNITIES TOGETHER (pact)**

Dr S. Drew informed the meeting that he had attended the P.A.C.T. meeting held on 1st June 2022 and Cornforth remains a low crime area but there has been a small number of offences including further theft of copper wire from Tarmac but C.C.T.V. had picked this up and the offenders caught. A number of anti-social behaviour issues were happening in the green area and P.A.C.T. are treating these issues as a priority to try and prevent further escalation.

*Members received and noted the updates.*

**41\_22/23 AREA ACTION PARTNERSHIP**

Councillor Mrs P Crathorne informed the meeting that a sub group were assessing the expression of interest bids that had been made for funding from the Towns and Villages fund on Wednesday 15th June 2022.

*Members received and noted the updates.*

**42\_21/22 APPROVAL OF THE 2021/2022 ANNUAL INTERNAL AUDIT REPORT**

The Clerk had submitted a report to put forward for approval the Annual Internal Audit Report for the 2021/2022 financial year.

This was presented to members and it was explained that items 6, 7 and 8 of the agenda required approval by the council to be submitted to the external auditor with a number of attachments to comply with relevant legislation. This is to be completed by the 30th June 2021.

It was proposed by Councillor Dr S. Drew and seconded by Councillor Mr R Poole to approve the Annual Internal Audit Report for 2021/22.

**RESOLVED:**

That the Annual Internal Audit Report for the 2021/22 financial year be approved.

**43\_22/23 APPROVAL OF THE 2021/2022 ANNUAL GOVERNANCE STATEMENT**

The Clerk submitted a report requesting Members’ approval of the Annual Governance Statement for the 2021/2022 financial year.

It was proposed by Councillor Dr S. Drew and seconded by Councillor Mrs M. Poole to approve the Annual Governance Statement for 2021/22 and be signed off by the Clerk and Chairman of the Council.

**RESOLVED:**

1. That the Annual Governance Statement in respect of the 2021/2022 financial year, as set out in Section 1 of the 2021/2022 Annual Governance and Accountability Return, be approved.
2. That the Annual Governance Statement for the 2021/2022 financial year be signed off by the Clerk and the Chairman of the Council

**44\_21/22 APPROVAL OF THE 2021/2022 ANNUAL ACCOUNTING STATEMENT**

The Clerk submitted a report requesting Members’ approval of the Annual Accounting Statement for the 2021/2022 financial year.

It was proposed by Councillor Mr R. Poole and seconded by Councillor Dr S. Drew to approve the Annual Accounting Statement for 2021/22 and recommendations of the report.

**RESOLVED:**

1. That the 2021/2022 Accounting Statements set out in Section 2 of the Annual Return, and attached as appendix 1, are approved.
2. That the Annual Return and supporting documents be sent to the external auditor on Wednesday 15th June, following their approval.
3. That the unaudited Annual Governance and Accountability Return is published on the Council website on Wednesday 15th June.
4. That the 30-day public inspection period in relation to the statement of accounts commences Wednesday 15th June and runs until Tuesday 26th July.
5. That notice of the publication of the accounts and the public inspection rights and period be advertised on the Council website and noticeboards on Tuesday 14th June.
6. That following the completion of the external audit by Mazars LLP, and receipt of the signed audit opinion and certificate, the Annual Governance and Accountability Return be published in accordance with the statutory framework.

**45\_22/23 COUNCIL INSURANCE UPDATE**

The clerk presented the update on the insurance and confirmed the insurer for the current financial year will be through Gallagher Insurance brokers (HISCOX) for a three-year period.

It was proposed by Councillor Dr S. Drew and seconded by Councillor Mr P. Mayew and

***RESOLVED:***

That members receive the update and notification of confirmation of insurance cover for a three-year period.

**46\_22/23 NALC AMENDMENT TO MODEL STANDING ORDER 18 FINANCIAL CONTROLS AND PROCUREMENT**

The clerk informed members of the amendment made to the model Standing Order number 18 and advise that this amendment is adopted and made to the current Standing Orders of the Council.

It was proposed by Councillor Mrs P. Drew and seconded by Councillor Mr R. Poole and

***RESOLVED:***

That council agree to and adopt the NALC amendment to Standing Order number 18.

**47\_22/23 CHRISTMAS LIGHT CONTRACT**

The Clerk presented the report to members and following discussion it was proposed by Councillor Mr P. Mayew and seconded by Councillor Mrs P. Drew and

***RESOLVED:***

That the Clerk is to arrange for the three companies who have provided quotations for the Christmas Motifs and Tree to attend a meeting of council and present their quotations and consider the designs of the motifs required.

**48\_22/23 EXTERNAL NOTICEBOARDS**

The clerk presented the report and it was proposed by Councillor Dr S. Drew and seconded by Councillor Mrs M. Walker and

***RESOLVED:***

That the clerk is to contact Durham County Council to seek consideration of possible siting a notice board next to the convenience store in the high street or the gap opposite and also placing a noticeboard on the green in the Oval area of Cornforth.

**49\_22/23 PLANNING MATTERS**

The Clerk informed the meeting that there are no planning application notifications received from Durham County Council for Cornforth.

**50\_22/23 THRISLINGTON COLLIERY BANNER GROUP, GRANT FUNDING REQUEST**

The clerk presented the funding request report to members and following discussion it was proposed by Councillor Dr S. Drew and seconded by Councillor Mr P. Mayew and

***RESOLVED:***

That a grant of £500 is provided to the Thrislington Banner Group.

**51\_22/23 BANK RECONCILIATION STATEMENT – 30th April 2022**

Following discussion, it was proposed by Councillor Mr R. Poole and seconded by Councillor Mr S. Drew and

***RESOLVED:***

To receive the Bank Reconciliation statement for April 2022 and for it to be signed by the Chairman Councillor Mrs. P. Crathorne and Councillor Mrs M. Poole.

**52\_22/23 INCOME AND EXPENDITURE ANALYSIS – 30th April 2022**

Following discussion, it was proposed by councillor Mrs M. Poole and seconded by councillor Mrs H.P. Drew and

***RESOLVED:***

To receive the Income and Expenditure analysis for April 2022.

**53\_22/23 EXCLUSION OF PRESS AND PUBLIC**

It was moved to exclude the public and press from the meeting during consideration of Item 22 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 agenda item 22, the final item of the agenda.

**54\_22/23 CO-OPTION OF A COUNCILLOR**

Mrs A. Wilson had completed and submitted an application to become a parish councillor and met the relevant criteria and had been requested to attend the meeting as per the co-option policy.

Mrs Wilson made a presentation to members on why she wanted to become a councillor and members requested that Mrs Wilson left the meeting for consideration of the application.

Following discussion, a vote was held: -

For 5

Against 2

Absent 3

Mrs Wilson returned to the meeting and was informed that she had been successful in her application to be a councillor.

***RESOLVED:***

That Mrs Anne Wilson is co-opted as a Cornforth Parish Councillor and for the relevant documentation to be completed.

***Meeting closed at 8.15p.m.***

Signed (Chairman):

Date: