**Local Government Act 1972**



**Notice is hereby given** that an **Ordinary Meeting** of the **CORNFORTH PARISH COUNCIL** will be heldon **Monday 14th November 2022** commencing at **7.00p.m.** in **Cornforth Community Centre** to which members of the Council are summoned for the transaction of the under-mentioned business.

Dated this 5th day of November 2022.



Derek Snowball - Clerk to the Council

**THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND**

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

**NOTICE OF MEETING** – Public notice of the meeting is given in accordance with schedule 12, paragraph 10(2) of the Local Government Act 1972.

AGENDA

1. **APOLOGIES**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

1. **DECLARATIONS OF INTEREST**

At this point, Members are asked to declare:

* any personal interests not included on the Register of Interests
* any prejudicial interests or
* any disclosable pecuniary interests

which they may have in respect of business on this agenda.

1. **MEMBERS’ DISPENSATION**

To consider written requests, submitted in writing to the Clerk prior to the meeting, for dispensations from members who have declared interests under Disclosable or Non-Disclosable Pecuniary Interests – Section 33 of the 2011 Localism Act.

**4. PUBLIC PARTICIPATION**

Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. Questions will not be received by the council which are in furtherance of a person’s individual circumstances, or which are about a matter where there is no right of appeal to the courts, a tribunal or government minister. A question will not be received by the Council where the issue it concerns has been subject of a decision of the Council in the last six months.

1. **MINUTES**
2. Draft minutes reflect an accurate record of what transpired at that meeting and are put before this meeting for confirmation of accuracy and to consider, resolve to approve and to be signed by the Chairman.

**ORDINARY** meeting held on Monday 10th October 2022

1. To receive and note the draft minutes of the Allotment Subcommittee and recommendations therein and (if applicable) to approve recommendations therein which do not arise elsewhere.

**ALLOTMENT SUBCOMMITTEE** meeting held on Monday 17th October 2022

**6. MOTIONS ON NOTICE**

1. *Councillor Paul Metcalfe to move the following motion:*

A request has been made for the hedges at the Stobbs Cross Green Space to be cut down to a lesser height. The hedges are overgrown and unsightly. Reports have been made to councillors of drinking taking place inside the area, and the hope is that if the hedge is shortened, this will make the area visible, and less appealing to being used for congregations/drinking. It may also go some way towards seeing it used for playing football once more.

The council may wish to consider a netting/catch fence on the road side hedge to prevent footballs encroaching onto the road, whilst maintaining the area in a more visibly open format.

1. *Councillor Paul Metcalfe to move the following motion:*

A request has been made for consideration be given to having the Tursdale war memorial have its stonework cleaned as much as possible of the rust staining, and then the steelwork be coated with a treatment called Owatrol oil, to prevent further rust runs working down onto stonework causing unsightly staining.

**7. COUNTY COUNCILLOR REPORT**

To receive a report by the County Councillor.

**8. CHAIRMAN’S ANNOUNCEMENTS**

To receive any announcements by the Chairman

**9. POLICE AND COMMUNITIES TOGETHER (P.A.C.T.)**

To receive an update from the Vice Chairman.

**10. AREA ACTION PARTNERSHIP**

To receive an update from the Chairman

**11. REVISED PLANNED MEETING SCHEDULE 2022 / 23**

To agree the amended schedule to include pre-set allotment subcommittee meetings and change of date for April 2023 Ordinary meeting of council due to Monday April 10th being a bank holiday.

**12. COUNCILLORS - LEAVE OF ABSENCE FROM COUNCIL MEETINGS – POLICY**

To receive and consider the attached report of the Parish Clerk.

**13. 2022 / 23 CHRISTMAS and NEW YEAR CLOSURE OF COUNCIL**

To receive and consider the attached report of the Parish Clerk.

**14.** **COUNCIL CONSTITUTION**

To receive and consider the attached report of the Parish Clerk.

**15. CHAIRMAN’S PENDANT**

To receive and consider the attached report of the Parish Clerk.

**16. ALLOTMENT STRATEGY 2023 - 2027**

To receive and agree the Allotment Strategy presented to council by the Allotment Subcommittee.

**17. SEDGEFIELD CHARITIES – Council Trustee Selection**

To consider and re-select the trustee from the Parish Council.

**18. PLANNING**

Please note that members of the Planning Subcommittee considered the following application via email due to the deadline for comments being prior to this meeting of Council.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| DM/22/02832/FPA | Architectural Design Workshop Ltd | 9 High Street  West Cornforth  DL17 9HN | Change of use from mixed commercial and residential to residential to create 2 no. one bedroomed flats including fenestration alterations | Bishop Middleham and Cornforth    Cornforth | Mark Sandford    Delegated |

*There were no comments to be made by Cornforth Parish Council in connection with this application*

**19. BANK RECONCILIATION STATEMENT (September 2022)**

To receive and consider the bank reconciliation statement for the above period for approval.

**20. INCOME AND EXPENDITURE ANALYSIS (September 2022)**

To receive and consider the Income and Expenditure analysis for the above period for approval.

**21.** **QUARTERLY BUDGET MONITORING REPORT Quarter 2 (April – September 2022)**

To receive the quarterly budget monitoring report for quarters 1 and 2.

**22. CONSIDERATION OF THE FEES, CHARGES AND BUDGET, FOR THE FINANCIAL YEAR 2023/24 AND INVESTMENT.**

To receive and consider the attached report of the Parish Clerk.

**23.** **CLERK UPDATES – for information only**

To receive updates, if any.

CONFIDENTIAL ITEMS

**24. EXCLUSION OF PRESS AND PUBLIC**

That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified.

**25. CO-OPTION OF A CORNFORTH PARISH COUNCILLOR**

To consider the appointment of a co-opted Member to fill one of the vacancies for Cornforth Parish Council.

**26.** **COUNCILLOR LEAVE OF ABSENCE FROM COUNCIL MEETINGS**

To consider a request from a councillor for leave of absence from Council Meetings due to a relevant reason.

**27. NATIONAL PAY AWARD**

To consider the agreed National pay award for employees.