**Local Government Act 1972**



**Notice is hereby given** that the **ANNUAL and Ordinary Meetings** of the **CORNFORTH PARISH COUNCIL** will be held on **Wednesday 10th May 2023** 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.

*The Ordinary meeting follows immediately after the Annual Meeting.*

**PLEASE NOTE THAT THIS MEETING IS BEING HELD ON A WEDNESDAY**

 Dated this 2nd day of May 2023.



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.

***PART 1 - ANNUAL***

AGENDA

1. **APPOINTMENT OF CHAIRMAN FOR THE MUNICIPAL YEAR 2023/2024**

To elect a Chairman for the Municipal Year 2023/2024.

The Chairman will on appointment make a declaration of Acceptance of Office.

1. **APPOINTMENT OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2023/2024**

To elect a Vice-Chairman for the Municipal Year 2023/2024.

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.

1. **MINUTES**

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.

To confirm the minutes of the Ordinary meeting held on Wednesday 12th April 2023

ALLOTMENT SUB COMMITTEEE meeting held on; Monday 17th April 2023

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.
2. **TO CONSIDER AND APPROVE MEMBERSHIP OF THE PARISH COUNCIL’S COMMITTTEES, SUBCOMMITTEES AND WORKING GROUPS.**

To appoint Members to the agreed Committees, Sub-Committees and Working Groups.

* RECREATION AND AMENTIES *(6 Members)*
* ALLOTMENT SUB COMMITTEE *(6 members)*
* PLANNING SUB COMMITTEE (6 members)
* CORNFORTH COMMUNITY IMPROVEMENT WORKING GROUP *(4 members)*
1. **TO CONSIDER AND APPROVE NOMINATIONS FOR PARISH COUNCIL REPRESENTATIVES TO OUTSIDE BODIES.**
* P.A.C.T.
* THRISLINGTON LIAISION
* FOUR TOGETHER AREA ACTION PARTNERSHIP
* CORNFORTH VILLAGE SHOW
* CORNFORTH IN BLOOM
1. **MEMBERS ATTENDANCES**

To receive details of members’ attendances for the Municipal Year 2022/23.

1. **SCHEDULE OF PLANNED MEETINGS 2023/24**

To consider and confirm the list of meetings for the Municipal Year 2023/2024

1. **ANNUAL REVIEW OF THE TERMS OF REFERENCE, STANDING ORDERS, FINANCIAL**

 **REGULATIONS, POLICIES AND MEMBERS CODE OF CONDUCT.**

To consider and resolve to adopt the Council’s Terms of Reference and re-adopt the, Standing Orders, Financial Regulations, Policies and Members Code of Conduct for 2023/2024

1. **ANNUAL REVIEW OF THE COUNCIL’S INSURANCE COVER**

To receive the attached report of the Parish Clerk.

1. **ANNUAL REVIEW OF THE COUNCIL’S ASSETS AND BUILDINGS AND LAND INVENTORIES**

To receive the attached report of the Parish Clerk.

1. **ANNUAL REVIEW OF EXPENDITURE UNDER THE GENERAL POWER OF COMPETENCE**

To consider the attached report of the Parish Clerk.

1. **ANNUAL REVIEW OF COUNCIL AND STAFF SUBSCRIPTIONS TO OTHER BODIES**

To consider the attached report of the Parish Clerk.

1. **ANNUAL REVIEW OF BANK MANDATE (signatories)**

To consider the attached report of the Parish Clerk.

END OF ANNUAL MEETING

*PART 2 – ORDINARY*

1. **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. **COUNTY COUNCILLOR REPORT**

To receive a report from the County Councillor, if present.

1. **CHAIRMAN’S ANNOUNCMENTS**

To receive any announcements by the Chairman

1. **POLICE LIAISON**

To receive a report on any PACT meetings held in the interim from the Vice Chairman.

1. **AAP ITEMS**

The Chairman will give a report of any matters which have arisen.

1. **CLERK’S UPDATES**

The Clerk will provide verbal updates that do not require consideration and discussion, if there are any for this meeting.

1. **RECOGNITION SCHEME**

To consider a report from the Parish Clerk.

1. **PLANNING MATTERS**

At the time of the despatch of this agenda no planning applications had been notified to the Parish Council by Durham County Council.

1. **CORNFORTH LIBRARY, GRANT FUNDING REQUEST**

To receive and consider a funding request from Cornforth Library.

1. **INCOME AND EXPENDITURE ANALYSIS – 31st March 2023**

To receive, consider and approve the bank reconciliation statement for March 2023.

1. **BANK RECONCILIATION STATEMENT - 31st March 2023.**

To receive, consider and approve the bank reconciliation statement for March 2023.