**Present:** Councillors: Mrs P. Crathorne **(Chairman)** Dr. S. Drew **(Vice Chairman)**

Mrs J. Grafton; Mrs M. Walker; Mr T. Hall; Mr R. Poole; Mrs M Poole; Mrs. P. Drew

*In attendance: Parish Clerk: Mr D. Snowball*

*County Councillor: not present*

**29\_****23/24** **APOLOGIES**

Apologies were received from Councillors: - Mrs A Wilson, Mr P. Metcalfe,

Mr P. Mayhew.

*and council noted and accepted the apologies.*

Councillor Mr R. Vaughan was not present.

**30\_23/24** **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.

It was noted that there were no declarations of interest.

**31\_23/24** **MEMBERS DISPENSATION**

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

It was noted that there were no dispensations.

**32\_23/24 PUBLIC PARTICIPATION**

Two members of public were present.

One question was put to the council.

|  |  |
| --- | --- |
| **SPEAKER** | **QUESTION** |
| Resident 1 | Asked if there was any update on the position of the people who have arrived on site at the old scrapyard location. The clerk informed him that a request for an update had been submitted to the officer dealing with this at Durham County Council but no update had been provided. The clerk will contact the officer to follow this up and ask for an update as a matter of urgency. |

**33\_23/24** **MINUTES**

1. ANNUAL and ORDINARY meeting held on; Wednesday 10th May 2023

It was proposed by Councillor Dr S Drew and seconded by Councillor Mr T Hall and it was;

***RESOLVED:***

That the minutes of the Annual and Ordinary Meeting of Council held on Wednesday 10th May 2023 be approved as a correct record and signed by the Chairman at this meeting.

**34\_23/24** **COUNTY COUNCILLOR REPORT**

County Councillor Mrs E. Peeke was not present at this meeting.

*Members noted this.*

**35\_23/24** **CHAIRMAN’S ANNOUNCEMENTS**

The Chairman had no updates for this meeting.

*Members noted this.*

**36\_23/24** **POLICE AND COMMUNITIES TOGETHER (pact)**

Councillor Dr S. Drew informed the meeting that there had been no meeting and that the next meeting was due to be held on Wednesday 14th June. He asked if Councillor Mr T Hall would attend this meeting as he had a personal appointment and could not attend. Councillor Mr T Hall agreed to attend and prepare the report for the next meeting.

*Members noted this.*

**37\_23/24** **AREA ACTION PARTNERSHIP**

Councillor Mrs P Crathorne informed the meeting that there had been no meeting of the AAP.

*Members noted this.*

**38\_23/24** **CLERKS UPDATES**

The clerk provided the following updates for information only: -

* Members were informed of the resignation of Parish Councillor Mrs Elaine Peeke. This now leaves the council with three councillor vacancies.
* The works from the Towns and Villages grant have commenced and it is hoped to have this all completed by the end of September.
* Councillor Mrs Ann Wilson has now put in place a litter picking group and if any councillor has any spare time and/or wishes to be part of this group please contact Mrs Wilson direct. She would be most grateful of all support offered.

*Members received and noted the updates.*

**39\_23/24** **APPROVAL OF THE 2022/2023 ANNUAL INTERNAL AUDIT REPORT**

The Clerk had submitted a report to put forward for approval the Annual Internal Audit Report for the 2022/2023 financial year.

It was proposed by Councillor Dr S Drew and seconded by Councillor Mr T Hall to approve the Annual Internal Audit Report for 2022/23.

**RESOLVED:**

That the Annual Internal Audit Report for the 2022/23 financial year be approved.

**40\_23/24** **APPROVAL OF THE 2022/23 ANNUAL GOVERNANCE STATEMENT**

The Clerk submitted a report requesting Members’ approval of the Annual Governance Statement for the 2022/2023 financial year.

It was proposed by Councillor Mrs J. Grafton and seconded by Councillor Dr S Drew to approve the Annual Governance Statement for 2022/23 and be signed off by the Clerk and Chairman of the Council.

**RESOLVED:**

1. That the Annual Governance Statement in respect of the 2022/2023 financial year, as set out in Section 1 of the 2022/2023 Annual Governance and Accountability Return, be approved.
2. That the Annual Governance Statement for the 2022/2023 financial year be signed off by the Clerk and the Chairman of the Council

**41\_23/24** **APPROVAL OF THE 2022/23 ANNUAL ACCOUNTING STATEMENT**

The Clerk submitted a report requesting Members’ approval of the Annual Accounting Statement for the 2022/2023 financial year.

It was proposed by Councillor Mr T Hall and seconded by Councillor Mrs P Drew to approve the Annual Accounting Statement for 2022/23 and recommendations of the report.

**RESOLVED:**

1. That the 2022/2023 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 Tuesday 13th June, following their approval.
3. That the unaudited Annual Governance and Accountability Return is published on the Council website on Tuesday 13th June.
4. That the 30-day public inspection period in relation to the statement of accounts commences Wednesday 14th June and runs until Tuesday 25th 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.

*Councillor Mrs P. Drew thanked the Clerk for the hard work in the preparation of the annual accounts and associated documents with the Annual Governance Return.*

**42\_23/24** **DOG MESS SIGNS**

Members considered a report which was previously circulated and the clerk presented this report to the meeting.

Following discussions, it was suggested that the free dog bags available from Cornforth House could also be on the signs and this was agreed to be a good idea.

It was proposed by councillor Mr T Hall and seconded by councillor Mrs M Poole and it was;

***RESOLVED***

That the clerk:

1. contacts Cornforth Primary School and see of the school is interested for the children to design a dog mess poster to be used as part of the campaign against this issue. Free dog bags message to be added to the signs when ordering.
2. Researches and develops a draft policy for council consideration in connection with dogs being required to be kept on leads in the park.

**43\_23/24** **PLANNING**

Members received a road closure application, previously circulated, that fell within the boundary of Cornforth for information.

*Members received and noted the information.*

**44\_23/24 INCOME AND EXPENDITURE ANALYSIS (April 2023)**

Council received the Income and Expenditure Analysis for April 2023 as prepared by the Parish Clerk

It was proposed by councillor Mr R Poole and seconded by councillor Mrs P Drew and it was;

***RESOLVED***

To receive and approve the Income and Expenditure Analysis for April 2023 and for it to be signed by the Chairman Councillor Mrs. P. Crathorne.

**45\_23/24** **BANK RECONCILIATION STATEMENT (April 2023)**

Council received the Bank Reconciliation Statement for April 2023 as prepared by the Parish Clerk.

It was proposed by Councillor Mrs P Drew and seconded by Councillor Mr T Hall and it was;

***RESOLVED***

To receive and approve the Bank Reconciliation statement for April 2023 and for it to be signed by the Chairman Councillor Mrs. P. Crathorne and Councillor Mrs M Poole.

***Meeting closed at 8.15pm***

Signed (Chairman):

Date: