**Local Government Act 1972**



**Notice is hereby given** that the **ANNUAL and Ordinary Meetings** of the **CORNFORTH PARISH COUNCIL** will be held on **Wednesday 13th May 2024** 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.*

 Dated this 3rd day of May 2024.



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 CHAIR FOR THE MUNICIPAL YEAR 2024/2025**

To elect a Chair for the Municipal Year 2024/2025.

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

1. **APPOINTMENT OF VICE-CHAIR FOR THE MUNICIPAL YEAR 2024/2025**

To elect a Vice-Chair for the Municipal Year 2024/2025.

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 Monday 8th April 2024

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

To appoint Members to the agreed Committees, Sub-Committees and Working Groups. The chair and vice chair as

* ALLOTMENT SUB COMMITTEE *(6 members)*
* PLANNING SUB COMMITTEE (6 members)
* RECREATION AND AMENITIES *(6 Members)*
* CORNFORTH COMMUNITY IMPROVEMENT WORKING GROUP *(4 members)*
1. **TO CONSIDER AND APPROVE NOMINATIONS FOR PARISH COUNCIL REPRESENTATIVES TO OUTSIDE BODIES.**
* POLICE AND COMMUNITIES TOGETHER (PACT).
* THRISLINGTON LIAISON
* CORNFORTH VILLAGE SHOW
* COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS (CDALC)
1. **MEMBERS ATTENDANCES**

To receive details of members’ attendances for the Municipal Year 2023/24.

1. **SCHEDULE OF PLANNED MEETINGS 2024/25**

To consider and confirm the list of meetings for the Municipal Year 2024/2025

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 2024/2025

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. **CHAIR ANNOUNCEMENTS**

To receive any announcements by the Chair

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

To receive an update from the vice chair.

1. **AREA ACTION PARTNERSHIP (AAP)**

To receive an update from the appointed member.

1. **CLERK’S UPDATES**

To receive updates from the Clerk, if any.

1. **ANNUAL REPORT**

To receive the Annual Report prepared by the Parish Clerk

1. **ANNUAL PARISH MEETING**

To receive the draft minutes from the Annual Parish meeting for information only, no decisions required at this meeting.

1. **PLANNING MATTERS**

There is one planning application to consider.

Bishop Middleham and Cornforth/Cornforth East/South

DM/24/00503/FPA MPS Housing for 13 Elm Road Replacement roof Alan Fenwick

 Livin Cornforth Delegated

 Ferryhill

 DL17 9PG

1. **INCOME AND EXPENDITURE ANALYSIS – 31st March 2024**

To receive, consider and approve the Income and Expenditure analysis for March 2024.

1. **BANK RECONCILIATION STATEMENT - 31st March 2024.**

To receive, consider and approve the Bank Reconciliation statement for March 2024.

1. **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 item 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.

**29. PARISH CLERK APPOINTMENT**

To Receive and consider a report from the Parish Clerk.