

Chair of the Council:
Cllr Mr Paul Metcalfe



Clerk:
Mr Richard Ormerod
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Local Government Act 1972

Notice is hereby given that an Ordinary Meeting of the Cornforth Parish Council will be held on Monday 8 July 2024 commencing at 7pm in Cornforth Community Centre, Station Road, Cornforth, DL17 9LA to which members of the council are summoned for the transaction of the under-mentioned business.

Dated this 28th day of June 2024.

A handwritten signature in blue ink that reads "R. Ormerod".

Richard Ormerod - 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.

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.
2	Declarations of interest At this point, Members are asked to declare: <ul style="list-style-type: none">• 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.
3	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

Signed

Date

	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.
5	<p>Minutes</p> <p>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.</p> <p>Ordinary meeting of the council held on Monday 10 June 2024.</p>
6	<p>County Councillor's report</p> <p>To receive a report by the County Councillor.</p>
7	<p>Chairman's announcements</p> <p>To receive any announcements by the Chairman.</p>
8	<p>Police And Communities Together (PACT)</p> <p>To receive an update from the Vice Chairman.</p>
9	<p>Area Action Partnership</p> <p>To receive an update from the Chairman.</p>
10	<p>Clerk's update</p> <p>To receive updates from the Clerk.</p>
11	<p>Planning</p> <p>To consider any planning applications received from Durham County Council which are of interest to the parish council and to make representations if necessary.</p>
12	<p>Financial matters</p> <p>To receive, consider and approve the Income and Expenditure analysis for May 2024.</p> <p>To receive, consider and approve the bank reconciliation statement for May 2024.</p> <p>To approve pending payments.</p>
13	<p>West Cornforth FC – application for funding</p> <p>To consider a request for funding from West Cornforth under-18s football team.</p>
14	<p>Council mobile phone policy</p> <p>To agree a policy on use of staff mobile phones.</p>
15	<p>Obsolete bus shelters</p> <p>To discuss the current situation and decide a way forward in relation to two disused bus shelters in the parish.</p>
16	<p>Council newsletters</p> <p>To consider dates, distribution and format of the next parish council newsletter.</p>
17	<p>Financial regulations and General Power of Competence</p> <p>The Chairman to report.</p>
18	<p>Councillors' email addresses</p> <p>To consider the attached report of the Parish Clerk.</p>
19	<p>Policy for online banking</p>

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Date

	To decide policy on the authorisation of online payments
20	<p>CDALC AGM</p> <p>The County Durham Association of Local Council will hold its AGM on Saturday 12 October at 10am in Shildon Civic Hall. The AGM will deal with nominations for the President, Vice Presidents (x3), Honorary Treasurer and Honorary Auditor roles as well as confirming the area committee representatives on its Executive Committee. The current members of the Executive Committee are:</p> <p>President: Mary Kelly Foy</p> <p>Vice-Presidents: Cllr David Bell (Brandon and Byshottles); Cllr Peter Quinn (Shildon); Vacancy</p> <p>Honorary Treasurer: Cllr Allan Blakemore (Sedgefield)</p> <p>Honorary Auditor: Dan Austin (Great Aycliffe - Clerk) (Dan has indicated his willingness to step aside if there is another suitable nomination).</p> <p>Decision required: To decide whether Cornforth Parish Council wishes to put forward any new nominations or wishes to support the re-election of any of the existing post holders.</p> <p>If there are more nominations than vacancies for any of the roles then there will be a vote at the AGM in October.</p>
21	<p>Motions on notice</p> <p>1. Parish survey</p> <p>Councillor Ms J Snowball to move the following motion:</p> <p>Cornforth Parish Council shall carry out a survey of all households in the parish in order to better understand the desires and priorities of the local residents.</p> <p>The responsibility for the design of the survey form shall be given to the council's Recreation and Amenities Sub-committee which will provide recommendations and a draft survey form for consideration by the council at its meeting on 9 September 2024.</p> <p>2. Bank card</p> <p>Councillor Mr R Vaughan to move the following motion:</p> <p>Cornforth Parish Council shall, at the earliest opportunity, acquire a bank/purchase card for use by the Clerk for purchases related to the work of the parish council where invoicing is not possible.</p>
22	<p>Exclusion of press and public</p> <p>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.</p>
23	<p>Co-option of Cornforth Parish Councillor</p> <p>To consider one application for co-option as a Parish Councillor for Cornforth Parish Council.</p>

Signed

Date