

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 10 February 2025 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 31st day of January 2025.

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	<b>Apologies</b> 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	<b>Declarations of interest</b> At this point, Members are asked to declare: <ul style="list-style-type: none"><li>• any personal interests not included on the Register of Interests</li><li>• any prejudicial interests or</li><li>• any disclosable pecuniary interests</li></ul> which they may have in respect of business on this agenda.
3	<b>Members' dispensation</b> 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	<b>Public participation</b> 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.
5	<p><b>Minutes</b></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> <ul style="list-style-type: none"> <li>• Ordinary meeting of the council held on Monday 20 January 2025.</li> </ul>
6	<p><b>County Councillor's report</b></p> <p>To receive a report by the County Councillor.</p>
7	<p><b>Chairman's announcements</b></p> <p>To receive any announcements by the Chairman.</p>
8	<p><b>Police And Communities Together (PACT)</b></p> <p>To receive an update from Cllr Coombs.</p>
9	<p><b>Area Action Partnership</b></p> <p>To receive an update from the Vice-Chair.</p>
10	<p><b>Clerk's update</b></p> <p>To receive updates from the Clerk.</p>
11	<p><b>Planning</b></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><b>Financial matters</b></p> <ol style="list-style-type: none"> <li>To receive, consider and approve the receipts and payments analysis for January 2025.</li> <li>To receive, consider and approve the bank reconciliation statement for January 2025.</li> <li>To receive, consider and approve the summary of receipts and payments against budget analysis from 1 April 2024 to 31 January 2025.</li> <li>To approve pending payments.</li> </ol>
13	<p><b>Grounds Maintenance Contract 2025-2028</b></p> <p>To decide which contractor to appoint based on tenders received.</p>
14	<p><b>Thrislington Banner Group</b></p> <p>To consider a request for financial support from the group.</p>
15	<p><b>West Cornforth Miners FC</b></p> <p>To consider a request for support from the newly-formed West Cornforth Miners under-14s football club.</p>
16	<p><b>Renewal of lease for Cornforth House</b></p> <p>The Clerk to report on progress.</p>
17	<p><b>64 High Street, Cornforth</b></p> <p>The Clerk to report.</p>

18	<p><b>The Big Spring Clean 2025</b></p> <p>Durham County Council's Civic Pride Team is currently preparing for their annual anti-litter campaign, The Big Spring Clean. The campaign will run from 5th March to 5th May 2025 and will focus on reducing littering in County Durham whilst engaging with local businesses, volunteers, and schools and hosting a series of organised litter picks across the area.</p> <p>To consider whether the parish council wishes to be involved in the Big Spring Clean.</p>
19	<p><b>Council newsletter for March 2025</b></p> <p>To decide on timing, design and content.</p>
20	<p><b>Holy Trinity Church – future plans</b></p> <p>For discussion.</p>
21	<p><b>Representative on the Board of Sedgefield Charities</b></p> <p>To decide on a representative of the parish council to be a Trustee on the Board of Sedgefield Charities.</p>
22	<p><b>Storage of parish council archives at The Story @ Mount Oswald</b></p> <p>To decide whether to relocate the parish council's archive items at The Story (formerly Durham County Council's County Archive).</p>
23	<p><b>Improvements to allotments</b></p> <p>To decide whether to proceed with quotes received for:</p> <ul style="list-style-type: none"> <li>• Drainage channel by railway bridge.</li> <li>• Construction of two recycled plastic bridges over the beck (to replace the wooden ones).</li> </ul>
24	<p><b>Motions on notice.</b> None.</p>

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