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**Minutes of the Ordinary Council Meeting held Monday 13 April 2026 at 7pm in West Cornforth Community Centre, Station Road, Cornforth, DL17 9LA.**

**Present: Councillors J Snowball (in the Chair), N Coombs, P Crathorne, S Metcalfe, V Parnaby & R Vaughan.**

**In attendance: Mr R Ormerod (Parish Clerk), and several members of the public.**

1	<p><b>Apologies</b></p> <p>Apologies were received from Councillors J Beetham-Yelland, M Cunningham, P Drew &amp; P Metcalfe. Additional apologies were received from County Councillors Jan Blakey, Kyle Genner and Gary Hutchinson.</p> <p><b>Resolved: To receive and accept the apologies.</b></p>
2	<p><b>Declarations of interest</b></p> <p>The Chair invited members who wished to do so to make declarations of interest in respect of items on the agenda for this meeting.</p> <p><b>Cllrs J Beetham-Yelland, J Snowball and R Vaughan declared an interest in item 18.</b></p>
3	<p><b>Members' dispensation</b></p> <p>None.</p>
4	<p><b>Public participation</b></p> <p>A member of the public requested by members that the council follow up the issue of the fence on Station Road with Durham County Council.</p> <p>A member of the public requested that prominent litter pickers be given a prize such as a gift voucher as well as a letter thanking them.</p>
5	<p><b>Minutes</b></p> <p><b>Ordinary Meeting of the Council held on 9 March 2026.</b></p> <p>It was proposed by Cllr N Coombs and seconded by Cllr S Metcalfe, and it was</p> <p><b>Resolved: That the minutes of the Meeting of the Council held on 9 March 2026 be agreed as a correct record and signed by the Chair at this meeting.</b></p> <p><b>Extraordinary Meeting of the Council held on 25 March 2026.</b></p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr V Parnaby, and it was</p> <p><b>Resolved: That the minutes of the Extraordinary Meeting of the Council held on 25 March 2026 be agreed as a correct record and signed by the Chair at this meeting.</b></p>
6	<p><b>Chair's Announcements</b></p> <p>The Chair formally thanked Cllr J Beetham-Yelland for her efforts to secure funding of £18,226 for the parish council's allotments from the National Lottery Community Fund.</p>

Signed

Date

	<b>Resolved: To receive the announcements.</b>
7	<p><b>County Councillor's report</b></p> <p>None.</p> <p>It was requested by members that the county councillors be asked again to follow up the issue of the fence on Station Road with Durham County Council.</p> <p><b>Resolved: That the Clerk contact the county councillors to request that they follow up the issue of the fence on Station Road with Durham County Council.</b></p>
8	<p><b>Police And Communities Together (PACT)</b></p> <p>Cllr N Coombs had attended a recent meeting. Topics included off-road motorbikes and CCTV.</p> <p><b>Resolved: To receive the report.</b></p>
9	<p><b>Clerk's update</b></p> <p>The Clerk had circulated a written report.</p> <p>It was proposed by Cllr R Vaughan and seconded by Cllr S Metcalfe, and it was</p> <p><b>Resolved: That the council receive the report.</b></p>
10	<p><b>Exclusion of press and public</b></p> <p><b>Resolved: That the press and public be excluded from the meeting for the following item.</b></p>
11	<p><b>In Private: Co-option of councillors</b></p> <p>Applications for co-option to Cornforth Parish Council had been received from Linden Parkins, Michaela Thompson and Malcolm Williams. Each gave a short presentation to members and a question-and-answer session followed.</p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr V Parnaby that the three applicants be co-opted en bloc to the council. This was unanimously supported by members.</p> <p><b>Resolved: That Linden Parkins, Michaela Thompson and Malcolm Williams be co-opted to Cornforth Parish Council with immediate effect.</b></p> <p><b>The new members all signed the Declaration of Acceptance of Office and joined the meeting.</b></p>
12	<p><b>Planning</b></p> <p>No issues were raised.</p>
13	<p><b>Financial matters</b></p> <p>Members had received the Receipts and Payments Analysis for March 2026, the bank reconciliation at 31 March 2026, the expenditure against budget analysis from 1 April 2025 to 31 March 2026 and the list of pending payments. It was noted that the council had £21,907.26 in its current account and £271,578.22 in the reserve account.</p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr R Vaughan, and it was</p> <p><b>Resolved: To receive and approve the Receipts and Payments Analysis for March 2026.</b></p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr R Vaughan, and it was</p> <p><b>Resolved: To receive and approve the bank reconciliation at 31 March 2026 and for it</b></p>

Signed

Date

	<p><b>to be signed by Cllr J Beetham-Yelland.</b></p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr R Vaughan, and it was  <b>Resolved: To receive and approve the expenditure against budget analysis for the period 1 April 2025 to 31 March 2026.</b></p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr R Vaughan, and it was  <b>Resolved: To approve the pending payments.</b></p>
14	<p><b>National Allotments Society</b></p> <p>Members considered whether to renew the council's membership.</p> <p>It was proposed by Cllr V Parnaby and seconded by Cllr P Crathorne, and it was  <b>Resolved: That the council renew its membership of the National Allotments Society for 2026-27 at a cost of £70+VAT.</b></p>
15	<p><b>Play equipment and surfacing, Bill Wilson Memorial Park</b></p> <p>The Clerk had circulated the five quotes received for resurfacing and installing new equipment in the toddler play area, with identifying information redacted.</p> <p>A discussion took place.</p> <p>It was proposed by Cllr R Vaughan and seconded by Cllr P Crathorne and it was:  <b>Resolved: That the council accept quote 3 for the work of resurfacing and installing new equipment in the toddler play area.</b></p> <p><b>Resolved: That the council consult residents on the changes using the website and notice boards until 30 April 2026.</b></p>
16	<p><b>Churchyard, Holy Trinity Church, Cornforth</b></p> <p>Cllr N Coombs had prepared a discussion paper on the possibility of the council taking over responsibility for maintenance of the churchyard. This was circulated to members.</p> <p>A discussion took place. It was suggested that Cllr N Coombs bring a motion to the May 2026 meeting of the council.</p>
17	<p><b>64 High Street, West Cornforth, DL17 9HS</b></p> <p>It was noted that the survey of the building commissioned by the parish council from HICH had been completed and had revealed multiple structural issues which require extensive repairs. It was noted that the condition of the building may have a detrimental effect on the attached building (66-70 High Street) which is owned by the parish council and leased to the Cornforth Partnership.</p> <p><b>Resolved: That the Clerk contact DCC to request action be taken with a view to compulsorily purchasing the property.</b></p>
18	<p><b>Request for financial assistance toward Cornforth Village Show</b></p> <p>A request had been received from the organisers of the show for £1500 towards this year's event.</p> <p>It was proposed by Cllr P Crathorne and seconded by Cllr V Parnaby, and it was  <b>Resolved: That the council donate £1500 to the Cornforth Village Show for 2026.</b></p>
19	<p><b>Motions on notice: None.</b></p>

Signed

Date