

# Shadforth Parish Council

**Minutes of the Shadforth Parish Council Policy and Resources Committee Meeting at St Cuthbert's Church on *Wednesday 13th November 2019 at 8.15pm.***

**PR20/19 Apologies for absence**  
None

**PR21/19 Resolved: To hold the meeting on 13<sup>th</sup> November 2019**

**PR22/19 Declarations of interest from members on any item to be discussed**  
NIL

**PR23/19 Minutes (\*)**

**Resolved: To accept the minutes of the P&R Committee held on 9<sup>th</sup> October 2019**

**PR24/19 TRAINING**

**The Clerk and the Chair reported back to the Committee regarding Training Options.**

**Resolved: To accept the feedback from the Clerk regarding neighbouring councils and if they would like to be included in the training event**

**Resolved: To accept the Chairman's update on the Equalities and Diversity training**

**Resolved: To accept the feedback from the Clerk regarding what training program CDALC could provide out of hours for the council**

**Resolved: To accept the feedback on a training schedule for members for approval at Full Council**

**Resolved: To produce a motion on the December 2019 Full council meeting to firm a date for training.**

**PR25/19 ALLOTMENTS**

**Motion: To receive a report benchmarking rents for the leasing of land for allotments and garages with County and local councils in Co Durham**

**Resolved: To accept the report and issue to the Estates Committee for consideration**

**PR26/19 Exclusion of Press and Public**

No press and public were present

#### **PR27/19 CEMETERY**

**Motion: To receive a report from the clerk analysing cemetery fees**

**Resolved: To accept the report from the clerk**

**Resolved: To provide a motion to the December Full Council Meeting of the proposed new fees**

#### **PR28/19 CHAIRMAN ALLOWANCE**

**Motion: To receive a report on Chairman's allowances in neighbouring parishes**

**Resolved: To accept the report from the clerk**

#### **PR29/23 CEMETERY CONTRACTS**

**Motion: To review the Cemetery Contractor Quotes for 2020/2021**

**Resolved: To accept the Cemetery Contractors Quotes**

**Motion: To decide which contractor will be allocated the 2020/2021 Cemetery Contract**

**Resolved: To recommend to the next Full Council meeting that the quote from contractor 1 be accepted**

**Resolved: To contact the contractor who was scheduled to complete the new area preparation by the end of October 2019 and instruct them that as they have failed to complete the work as scheduled or provide any reason for the delay the contract is terminated with immediate effect.**

#### **PR30/19 Grant Applications**

None have been received

#### **PR31/19 Budgets**

**Motion: To review the Parish Council YTD Performance against budget**

**Resolved: To accept the report**

**Resolved: That the clerk include project management expenses in any grant applications**

**Motion: That the Clerk update and prepare Budget Figures for 2020/2021 to present at the next Full Council for approval**

**Resolved: That the Clerk prepare the budget projections for consideration by the Full Council**

**Meeting Closed 22:15**