

## Shadforth Parish Council Minutes

Minutes of the Meeting of Shadforth Parish Council held on Tuesday 4<sup>th</sup> June 2019 at 7.30pm in Sherburn Hill Methodist Chapel.

**Present:** - Councillors D Woods (Chairman), Hooper, Mace, Sim, R Woods, Bell, Flude, Beattie, Priest, Young

Mrs Carole Bell Parish Clerk and Cllr B Kellet in attendance

**33/19 Apologies:** - Cllr Turner  
Apologies were given and accepted

### **34/19 Notice of motion**

The Notice of Motion to call the meeting was proposed by Cllr R Woods and seconded Cllr B Sim. This was carried.

### **35/19 Declaration of Interest**

None were given

### **36/19 Public Participation**

A member of the public made a statement that more details were required on the agenda to make sure the Public knew what was being discussed.

A member of the public explained that they had completed a survey on the planters in Sherburn Hill and was waiting for confirmation about watering volunteers before the delivery of the plants would be required. They will let the Clerk know when this is in place.

### **37/19 Approve the Minutes 7<sup>th</sup> May 2019**

**Resolution:** to add a motion "to set up a working party to look at the information collated at the Parish Meeting and to formulate an action plan" be added to the next agenda

**Resolution:** to accept the minutes as a true record.

### **38/19 Approve the Minutes AGM 8<sup>th</sup> May 2019**

**Resolution:** To accept the minutes as a true record

### **39/19 Approve the Minutes Parish Council Meeting 8<sup>th</sup> May 2019**

**Resolution:** To accept the minutes as a true record

### **40/19 Approve the Minutes Parish Council Meeting 21st May 2019**

Cllr Hooper wished to minute thanks to the clerk for the work done to prepare the documentation ready for that meeting. This was endorsed by the Chair who also extended his thanks to Cllr Hooper and Cllr Turner for their work and involvement in the creation of the documents too.



**Resolution:** To accept the minutes as a true record

**Resolution:** The Clerk call a meeting for the full council to consider what other work on the procedures and policies is needed

#### **41/19 Matters of information**

- 15/19 c
  - We now have 2 quotes for the landscaping of the skate park
  - Once 3 quote received funding opportunities will be investigate
  - Ground Work are to investigate options too as their contractor should have completed the works
- 15/19 d
  - Funding for the Swing for the Disabled has now been sourced
  - There is no 106 money available
- 15/19 e
  - No training and qualification information has been supplied – Still outstanding
- 16/19
  - Clerks details are now displayed on the notice boards
- 22/19
  - The outcomes from the Parish Assembly has been distributed to members and County Councillors
- 23/19
  - The Procedures and Standing Orders were circulated and have now been signed off and published
- 24/19
  - Outstanding action : A list of all parishioners who would be interested in an allotment
  - The CATS Constitution has been circulated
  - Copy letters which were sent to those on the waiting list received
  - Updated Allotment Waiting List received
  - No 5 Allotment has been signed for and payment made

**Resolution:** To include a motion on the next monthly meeting agenda “To consider the Council recognise the Churchill Allotments Tenants Society”

#### **42/19 Financial Report**

The clerk updated the council on the end of year audit and financial reconciliation

**Resolution:** To accept the Summary of Balances

**Resolution:** To accept the internal auditors report

**Resolution:** To accept the Annual Governance Statement

**Resolution:** To accept the Accounting Statement

The clerk provided a summary of payments for authorisation and signature

**Resolution:** To make the payments

#### **43/19 Correspondence**



The Clerk read the correspondence

**Resolution:** That the Monitoring form be completed and returned to County Durham Community Foundation

**Resolution:** The clerk creates a funding application form for all applicants for funding requests

**Resolution:** Provided that DCC Cabinet say yes to the Sherburn Hill Hub Proposal on 12<sup>th</sup> June 2019, the Parish Council will donate £200 to the Hub for their event.

#### 44/19 Reports from County Councillors

**Resolution:** to accept the Councillors report

#### 45/19 Police and Wardens Report

There was no police report

#### 46/19 Consider and Planning Applications

DM/19/01604/FPA - Extend the integral garage to the front with a mono pitch roof extending over front entrance 2 Bridge Court Shadforth was considered and no comment made.

#### 47/19 Motion "to go into Consultation to Change the Parish Name"

~~**Resolution:** To go to consultation~~ *DS 2/7/19*

**Resolution:** The Clerk is to create a report including costs on running a consultation event so that Council can consider their approach

#### 48/19 Motion "to provide information as requested under the Freedom of Information Act"

The clerk read the letter from the parishioner who had made the request.

**Resolution:** That the clerk circulates the letter to all councillors so that they can provide the information requested to the clerk

**Resolution:** The clerk check all Parish Council Minutes, agendas and documents for the information held by the council.

**Resolution:** Allotment Sub-Committee provide information, minutes, recordings of meetings held by the sub-committee.

**Resolution:** To accept Cllr Flude's offer to provide most of the information to the clerk.

The press and public were excluded from the rest of the meeting.

#### 49/19 Review Cemetery Contract

A report was given on the current status

**Resolution:** to accept the report

*about the Contract DS 2/7/19*  
A document ~~from a parishioner~~ was read out

**Resolution:** to forward the report to the Legal Department at Durham County Council

**Resolution:** Cllr Hooper request a new invoice for work completed for payment

The meeting ended 10.15pm

*DS 2/7/2019*