

EDMONDSLEY PARISH COUNCIL

Angela Foster - Parish Clerk / RFO

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26 February 2020

To: The Chairman and members of the **EDMONDSLEY PARISH COUNCIL**
(Councillors G Wheatley (chair), J Curry, A Hall, G Parking and J Armstrong)

Dear Sir / Madam

You are hereby summoned to attend a meeting of the **EDMONDSLEY PARISH COUNCIL** which will be held at Edmondsley Parish Hall on **THURSDAY 5 MARCH 2020 at 6.30pm**

BUSINESS

1. To receive and accept apologies for absence
2. New member - to consider all applications received for co-option (one vacancy exists (if successful that candidate to sign declaration of acceptance and take place on the council).
3. To receive and accept Disclosable Pecuniary Interests from members in any item to be discussed
4. Questions and comments from members of the public – maximum 3 minutes per item / per individual (10 minutes in total)
5. To receive Police report (for information only)
6. To receive and approve the minutes of the meeting held on 9 January 2020 (copy attached)
7. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not separately agenda'd (attached)
8. Parish matters and on-going items (attached)
9. To accept financial matters (attached)
10. To note date of next meeting

Yours faithfully



Angela Foster

Parish Clerk / RFO

8. PARISH MATTERS AND ON-GOING ITEMS:

- a. **Planning Applications**
None received
- b. To consider any planning applications received after the agenda was published, this information is available on Durham County Council website– to give Clerk delegated powers to proceed, unless it is a major / controversial application, whereby a special meeting will be called:
- c. **Allotments** - To note any update from Cllr Wheatley.
- d. **Future events to be held** – To note dates of next event(s) and discuss who is available to help out
 - To discuss Easter event - to agree to date / what activities to hold. To agree to purchasing prizes and refreshments
- e. **County Councillors update** - To receive any update (for information only)
- f. **Annual Parish Meeting** - To discuss date of holding event, to agree to providing refreshments
- g. **Training for Defibrillator** - To discuss dates for training and agree to who attends. the clerk to advertise in the newsletter
- h. **Bank mandate** - To note more signatories are required for bank. The agree to who is added. To agree to Clerk being added to ensure she is able to speak at the bank. To note she will not sign cheques.
- i. **May meeting** - To note 7 May is election of the Crime Commissioner and DCC wish to use the Hall. To agree to changing date of parish meeting to one week later - 14 May. To agree to someone opening and closing up
- j. **Flooring** - To note the Clerk applied for funding from AAP. This was successful, but members need to decide if go to event to advertise the project. If so agree to put in newsletter. Date is 28th March 10 am till 2 pm
- k. **Newsletter** - To agree to go to print.
- l. **Boiler / gas supply** - To note any update. To note direct debit set up for £80 per month. This will be assessed once gas supply is in.
- m. **Accounts** - to agree bi-monthly accounts

n. **Policies to update / adopt**

- Risk Assessment - to review and accept annual risk assessment policy
- Statement of internal Control - To review and approve the policy

o. **Audit** - Agree to Rita Routledge being internal auditor, to approve the review process and to consider the outcome of the review of the effectiveness of Internal Audit. The cost will be £50 per half day approx 2 to 3 half days

p. **Correspondence** – (for discussion / decision / action)

- Nothing received

q. To consider any correspondence received after agenda was published (information only)

r. Urgent issues for noting (Clerk to use delegated powers) and any items Councillors wish to agenda for next meeting

9. FINANCIAL MATTERS

To approve and sign the list of cheques drawn below:

Payments

Recommended – that the following payments be agreed:

- (1) That the sum of £547.26 be paid to Mrs A Foster - (January/February)
- (2) That the sum of £136.40 be paid direct from clerk to HMRC (January/February)
- (3) That the sum of £82.00 be paid via S/O to E-on - electricity
- (4) That the sum of £113.90 be paid to Mrs E Curry - (January/February))
- (5) That the sum of £28.40 be paid to HMRC (January/February) (E Curry via Mrs A Foster)
- (6) That the sum of £5.10 be paid to Mrs A Foster - telephone call to Northern Networks
- (7) That the sum of £858.00 be paid to Olivers tree services

(a) **Receipts**

Recommended – that the following amounts be noted:

- (1) That the sum of £60.00 was received from Judo
- (2) That the sum of £3,251.70 was received from members allowance for boiler
- (3) That the sum of £216.00 was received from After school club

10. DATE AND TIME OF NEXT MEETING

Thursday 14 May 2020 to commence at 6.30pm (if agreed)