

**EDMONDSLEY PARISH COUNCIL**

**Angela Foster - Parish Clerk / RFO**

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6 January 2023

To: The Chairman and members of the **EDMONDSLEY PARISH COUNCIL**  
(Councillors G Wheatley (Chair), J Curry, J Armstrong, K Couzens and M Couzens)


Dear Sir / Madam

You are hereby summoned to attend a meeting of the **EDMONDSLEY PARISH COUNCIL** which will be in the Parish Hall on **Thursday 16 March 2023 at 6.30pm**. two weeks later

**BUSINESS**

1. To receive apologies for absence
2. Two applications received for current vacancy. If successful, he/she will sign the declaration of acceptance and take his/her place on the council with immediate effect. If that candidate is associated with the allotments, he/she will need to sign the dispensation form.
3. To receive and accept Disclosable Pecuniary / Other 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 12 January 2023 (copy attached)
7. To receive and approve the minutes of the extraordinary meeting held on 18 February 2023
8. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not separately agenda'd (attached)
9. Parish matters and on-going items (attached)
10. To accept financial matters (attached)
11. To note date of next meeting

**Yours faithfully**



**Angela Foster, Parish Clerk**

## 9. PARISH MATTERS AND ON-GOING ITEMS:

- a) **Planning** - To consider planning applications received
- Nothing 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/Leisure gardens**
- To receive any update.
- d) **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
- e) **Policies** - To approve the list of policies, previously circulated
- Risk Assessment - to review and accept annual risk assessment policy
  - Statement of internal Control - To review and approve the policy
  - Grant awarding
  - Grass cutting risk assessment
- f) **Questions for the County Councillors**
- g) **County Councillors update** – To receive any update
- h) **Accounts** – To approve bi-monthly accounts
- i) **Newsletter** – To discuss content\_and agree to go to print
- j) **Big Spring Clean** – To discuss if want to be involved in the campaign held by Durham County Council.
- k) **Future events to be held** – To discuss decisions made re the Easter event and if anything further needs arranging.
- l) **Correspondence**
- Nothing received
- m) **To consider any correspondence received after agenda was published (information only)**
- n) **Urgent issues for noting** (Clerk to use delegated powers) and any items Councillors wish to agenda for next meeting

## **10. FINANCIAL MATTERS**

### **Payments - The following to be approved and paid by BACS following the meeting**

- That the sum of £767.00 via S/O be paid to Mrs A Foster - Parish Clerk (February / March 2022/January 2023 wage). The Clerk to pay tax direct out of this salary.
- That the sum of £65.93 be paid to Mrs E Curry - Caretaker (February 2022 wage) (Paid)
- That the sum of £65.93 be paid to Mrs E Curry – Caretaker (March 2023)
- That the sum of £16.40 be paid to HMRC (February) – via Mrs A Foster (paid)
- That the sum of £16.40 be paid to HMRC (March) – via Mrs A Foster
- That the sum of £70.00 be paid via S/O to E On – Gas supply
- That the sum of £26.00 be paid via S/O to Eon – Electric supply
- That the sum of £200.00 be paid to Candy Kids – Easter event
- That the sum of £107.40 be paid to Trophies plus medals – King Charles coronation medal
- That the sum of £134.00 be paid to Aztec – newsletter print
- That the sum of £125.28 be paid to Net Island – Web hosting
- That the sum of £100.00 be paid to DCC – contribution for play area improvements

### **Receipts – that the following amounts be noted:**

- That the sum of £60.00 was received from Boxer
- That the sum of £30.00 was received from Judo

## **11. DATE AND TIME OF NEXT MEETING**

Thursday 4 May 2023 at 6.30pm