

**EDMONDSLEY PARISH COUNCIL**

**Angela Foster - Parish Clerk / RFO**

4 Stainmore Drive  
Great Lumley, Chester le Street, DH3 4SH  
07778897161

[edmondsley.parish@sky.com](mailto:edmondsley.parish@sky.com)

28 February 2024

To: The Chairman and members of the **EDMONDSLEY PARISH COUNCIL**  
(Councillors G Wheatley (Chair), J Curry, J Armstrong and  
A Hodgson, D McAllister and D Preston)

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 7 March 2024 at 6.30pm** (Please note one week later)

**BUSINESS**

1. To receive apologies for absence
2. To receive and accept Disclosable Pecuniary / Other Interests from members in any item to be discussed
3. Questions and comments from members of the public – maximum 3 minutes per item / per individual (10 minutes in total)
4. To receive Police report (for information only)
5. To receive and approve the minutes of the meeting held on 11 January 2024 (copy attached)
6. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not separately agenda'd (attached)
7. Parish matters and on-going items (attached)
8. To accept financial matters (attached)
9. To note date of next meeting

**Yours faithfully**



**Angela Foster, Parish Clerk**

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

- a) **Planning** - To consider planning applications received  
DM/23/02346/FPA Humble Burn Cottage, Humbleburn Lane, Edmondsley, DH7 6EW  
Construction of 1 no. holiday cottage with associated hardstanding and parking
- 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 note any update.
- d) **Questions for the County Councillors**
- e) **County Councillors update** – To receive any update
- f) **Accounts** – To approve bi monthly accounts
- g) **Tax** – The Clerk to explain issues with HMRC
- h) **Audit** – To 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 (attached). The cost will be £50 per half day approx 2 to 3 half days
- i) **Annual Parish Meeting** – To discuss which date to hold the meeting. Before 1 June 2024
- j) **Future events to be held**  
To discuss if holding an Easter event, if so to arrange separate meeting to discuss this further.
- k) **Policies** –
  - Risk Assessment - to review and accept annual risk assessment policy
  - Statement of internal Control - To review and approve the policy
  - Hire Agreements – one off and full hire agreements**Decision needed** To approve.
- 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

## **8. FINANCIAL MATTERS**

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

- That the sum of £819.00 be paid to Mrs A Foster – February / March
- That the sum of £72.10 be paid to Mrs E Curry – February salary (Paid)
- That the sum of £18.20 be paid to HMRC – via Mrs Foster (Paid)
- That the sum of £72.30 be paid to Mrs E Curry – March salary
- That the sum of £18.00 be paid to HMRC – via Mrs Foster (To pay on 7<sup>th</sup>)
- That the sum of £122.18 x 2 be paid via S/O to E On – Gas supply
- That the sum of £74.16 x 2 be paid via S/O to Eon – Electric supply
- That the sum of £8.00 x 2 be paid to HSBC – bank charges
- That the sum of £5.00 x 2 be paid to Mrs A Foster – mobile phone
- That the sum of £234 be paid to Anglian Water (SO) – water bill
- That the sum of £60.00 be paid to Ross McAllister - boiler service
- That the sum of £135.28 be paid to Net Island - Webhost

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

- That the sum of £185.00 was received from Boxing club

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

Thursday 9 May 2024 at 6.30pm – to note one week later due to elections

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