

EDMONDSLEY PARISH COUNCIL

Sarah Gemmell - Parish Clerk / RFO

Edmondsley Parish Hall
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clerk@edmondsleyparish.gov.uk

2 January 2026

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

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 8 January 2026 at 6.30pm**

BUSINESS

1. To receive apologies for absence
2. To consider co-option to fill the current vacancy
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 13 November 2025 (copy attached)
7. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not separately listed on the agenda (attached)
8. Parish matters and on-going items (attached)
9. To accept financial matters (attached)
10. To note date of next meeting

Yours faithfully

S L Gemmell

**Sarah Gemmell, Clerk & Responsible
Financial Officer**

8. PARISH MATTERS AND ON-GOING ITEMS:

- a) **Planning** - To consider planning applications received – *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/Leisure gardens**
- To note any update.
- d) **County Councillors update** – To receive any update
- e) **Quarterly Accounts**
- To review and approve the quarterly accounts for the period October – December.
- f) **Budget and Precept**
- To finalise and approve the final budget for 2026-27. To set the precept for 2026-27.
- g) **Policies** – To review and approve the following policies:
- Health & Safety Policy
 - Hall Letting Policy
 - Hiring Agreement
- h) **Events**
- To discuss and create a plan for the Easter event. To discuss whether a Big Spring Clean should be organised as part of the national campaign. To discuss and set dates for 2026 events.
- i) **Nominations**
- To agree who should be nominated to enter the ballot for the Celebration Event for the retiring Lord Lieutenant, Sue Snowdon, and the Royal Garden Party.
- j) **Energy Account**
- To discuss the Council's current energy account, and to decide whether to extend the fixed business plan. If extended, to agree whether this should be for 1, 2 or 3 years.
- k) **Correspondence**
- Email from insurance company regarding allotment wall excess

- l) **To consider any correspondence received after agenda was published (information only)**

- m) **Urgent issues for noting** (Clerk to use delegated powers) and any items Councillors wish to agenda for next meeting

9. FINANCIAL MATTERS

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

- That the sum of £770.03 be paid for staffing costs
- That the sum of £4.49 be paid to HP instant Ink – monthly print plan November
- That the sum of £5.00 be paid to Lebara – mobile phone plan November
- That the sum of £400.00 be paid to K Blakeley – grass cutting annual fee
- That the sum of £65.93 be paid to E.On – monthly gas direct debit November
- That the sum of £36.13 be paid to E.On – monthly electricity direct debit November
- That the sum of £230.00 be paid to Candy Kids – disco
- That the sum of £7.49 be paid to HP instant Ink – monthly print plan December
- That the sum of £62.00 be paid to ASDA – selection boxes
- That the sum of £160.00 be paid to Samuel Falkous – newsletter printing
- That the sum of £5.00 be paid to Lebara – mobile phone plan December
- That the sum of £65.93 be paid to E.On – monthly gas direct debit December
- That the sum of £36.13 be paid to E.On – monthly electricity direct debit December
- That the sum of £65.30 be paid to Tesco – Christmas party refreshments/crackers
- That the sum of £72.00 be paid to RMAC Heating – Boiler service
- That the sum of £55.98 be paid to Christmas Tree World – tree decorations
- That the sum of £54.95 be paid to Festive Lights – tree lights
- That the sum of £45.98 be paid to Amazon – batteries and charger
- That the sum of £300.00 be paid to Bespoke – Christmas buffet

Receipts – that the following amounts be noted:

- That the sum of £514.15 was received from HMRC – VAT reclaim
- That the sum of £100.00 was received from G Wheatley – Halloween party
- That the sum of £127.50 was received from Real Life Options – room hire
- That the sum of £30.00 was received from G Wheatley – room hire
- That the sum of £53.00 was received from G Wheatley – Christmas party
- That the sum of £124.00 was received from DCC – small grant for Christmas tree decorations

10. DATE AND TIME OF NEXT MEETING

Thursday 5 March 2026 at 6.30pm