

**EDMONDSLEY PARISH COUNCIL**

**Sarah Gemmell - Parish Clerk / RFO**

Edmondsley Parish Hall  
Appledore Gardens, Edmondsley, DH7 6DW  
07778897161

**clerk@edmondsleyparish.gov.uk**

1 May 2026

To: The Chairman and members of the **EDMONDSLEY PARISH COUNCIL**  
Councillors G Wheatley (Chair), J Armstrong, A Bell, J Curry, 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 7 May 2026 at 7.00pm**

**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 5 March 2026 (copy attached)
6. Clerks report – Clerk to update the Parish Council on progress from previous meeting on any subject not separately listed on the agenda (attached)
7. Parish matters and on-going items (attached)
8. To accept financial matters (attached)
9. To note date of next meeting

**Yours faithfully**

*S L Gemmell*

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

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

- a) **Planning** - To consider planning applications received –

*DM/26/00819/VOC*

*Mr Scott Hawthorn – Humble Burn Cottage Humbleburn Lane Edmondsley Durham DH7 6EW*

*Variation of Conditions 7 & 8 pursuant to planning permission DM/23/02346*

*DM/26/00833/FPA*

*Mr Richard Thompson – Land To The North Of The Former Blackhouse WMC Beechville Edmondsley Durham DH7 6ED*

*Erection of one detached dwelling*

- 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. To agree how to proceed with the issues relating to a tenant refusing to leave their plot, and the associated damage to Council property.

- d) **County Councillors update** – To receive any update.

- e) **Certificate of Exemption**

To discuss whether the Council can certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. If agreed, to approve the Certificate of Exemption for 2025/26.

- f) **Annual Internal Audit Report**

To note the Annual Internal Audit Report for 2025/26.

- g) **AGAR – Annual Governance Statement**

To review and approve Section 1 of the Annual Governance and Accountability Return for 2025/26 – the Annual Governance Statement.

- h) **AGAR – Accounting Statements**

To review and approve Section 2 of the Annual Governance and Accountability Return for 2025/26 – the Accounting Statements.

i) **AGAR – Publication of Documents and Public Inspection Period**

To discuss the publication of the necessary documents as required by the Local Audit (Smaller Authorities) Regulations 2015, the Accounts and Audit Regulations 2015, and the Transparency Code for Smaller Authorities. Date to be set for the public inspection period.

j) **Policies** – To review and approve the following policies:

- Freedom of Information Policy
- Data Protection Policy
- Anti-Fraud Policy
- Information Technology Policy

k) **Insurance**

To consider insurance quotes, and to agree which quote to accept and proceed with from 1<sup>st</sup> June 2026.

l) **Allotment Wall**

To receive an update on the allotment wall repair. To agree how to proceed with repair.

m) **Correspondence**

- Email from DCC Clean & Green regarding the ownership of one of the benches in the village.

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

o) **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 £826.65 be paid for staffing costs
- That the sum of £140.28 be paid to Net island – annual web & email hosting
- That the sum of £20.00 be paid to S Gemmell – Candy Kids deposit
- That the sum of £4.49 be paid to HP Instant Ink – monthly print plan (March)
- That the sum of £48.00 be paid to Costco – annual membership
- That the sum of £205.00 be paid to Candy Kids – Balance for Easter disco & bunny
- That the sum of £120.00 be paid to Rachael Mangles – Face Painting Easter
- That the sum of £5.00 be paid to Lebara – monthly mobile phone plan (March)
- That the sum of £6.96 be paid to Home Bargains – Paper & envelopes
- That the sum of £84.99 be paid to Microsoft – Office 365 annual subscription
- That the sum of £65.93 be paid to E.On – monthly gas direct debit (March)
- That the sum of £46.15 be paid to E.On – monthly electricity direct debit (March)
- That the sum of £20.00 be paid to CDALC – planning training
- That the sum of £37.93 be paid to G Wheatley – Easter party food & decorations
- That the sum of £6.00 be paid to G Wheatley – plants
- That the sum of £17.50 be paid to Amazon – Easter food boxes
- That the sum of £260.00 be paid to G Wheatley – allotment fencing
- That the sum of £60.00 be paid to HSQE Ltd – food hygiene training
- That the sum of £42.19 be paid to Staples – stationery
- That the sum of £28.99 be paid to HP Instant Ink – monthly print plan (April)
- That the sum of £5.00 be paid to Lebara – monthly mobile phone plan (April)
- That the sum of £27.15 be paid to G Wheatley – Easter party items
- That the sum of £65.93 be paid to E.On – monthly gas direct debit (April)
- That the sum of £46.15 be paid to E.On – monthly electricity direct debit (April)
- That the sum of £1.84 be paid to Staples – stationery
- That the sum of £106.04 be paid to CDALC – annual subscription
- That the sum of £2.03 be paid to Staples – stationery
- That the sum of £100.00 be paid to CDALC – data protection training

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

- That the sum of £50.00 was received from G Wheatley – room hire
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £315.00 was received from Real Life Options – room hire
- That the sum of £158.50 was received from G Wheatley – Easter party
- That the sum of £12,600 was received from DCC – precept 2026/27
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £372.00 was received from G Wheatley – allotment rents
- That the sum of £20.00 was received from G Wheatley – room hire
- That the sum of £20.00 was received from G Wheatley – room hire

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

Thursday 2 July 2026 at 6.30pm