

CORNSAY PARISH COUNCIL

At a meeting of Cornsay Parish Council held on Wednesday, 26th October, 2016, at 7.00pm, in Hamsteels Community Centre, Western Avenue, Esh Winning.

Present: Councillor B Armstrong (in the Chair)
and Councillors J Armstrong, K Duggan, R Makepeace and D Robb
and County Councillors D Bell and J Chaplow

77. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor L McKendrick and County Councillor A Bonner.

78. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

There were no declarations of interest or requests for dispensations.

79. REPORTS FROM COUNTY COUNCILLORS

County Councillors reported on the following items:

- Road and footway surfaces around Durham City were to be upgraded.
- Consultation on the replacement of Durham bus station was currently underway. Details of the proposed scheme were available on the Council's website.
- Durham City had won Champion of Champions in Britain in Bloom.
- A new Freephone number for power cuts had been introduced. This number was 105.

Items brought to the attention of County Councillors included:

- Flytipping previously reported in Briardene had still not been removed as yet.

Resolved: *That the report be noted.*

80. MINUTES

The minutes of the meetings of the Council held on 28th September, 2016, were confirmed as a correct record and signed by the Chairman.

81. MATTERS ARISING

There were no matters arising.

82. FINANCIAL REPORT

(a) Agreement was given for the payment of:

- (i) £298.52 to Mr D Walker in respect of Clerk's wages for October.
- (ii) £221.54 to HMRC in respect of PAYE for October.
- (iii) £106.26 to the Clerk in respect of reimbursement for fixtures and fittings.
- (iv) £3,056.00 to Ikea in respect of furniture (Banks funding).
- (v) £604.60 to Nisbets in respect of furniture (Banks funding).
- (vi) £120.00 to the Foundation of Light in respect of official opening day activities.
- (vii) £1,980.00 to Interplan Signs in respect of community centre signage.
- (viii) £1,329.00 to Makepeace Landscapes in respect of grounds maintenance, landscaping and replacement of tree at community centre.
- (ix) £25.00 to Durham City Homes in respect of hire of Woodland Hall.
- (x) £145.00 to Cornsay Village Residents Association in respect of play areas.
- (xi) £570.00 to Durham County Council in respect of broadband installation.

- (xii) A donation to Hamsteels Community Hall in respect of contribution towards the cost of the fire risk assessment for the community centre and costs incurred in respect of installation of fixtures and fittings.

(b) Cheques issued:

(i)	28 th Sep 2016	£	461.82	Clerk's wages	No. 891
(ii)	28 th Sep 2016	£	281.14	HMRC	No. 892
(iii)	28 th Sep 2016	£	719.43	Clerk (fittings)	No. 893
(iv)	28 th Sep 2016	£	277.00	Makepeace Landscapes	No. 894
(v)	28 th Sep 2016	£	7.37	Northumbrian Water	No. 895
(vi)	28 th Sep 2016	£	720.00	BDO LLP	No. 896
(vii)	28 th Sep 2016	£	92.82	Petty Cash	No. 898
(viii)	28 th Sep 2016	£	500.00	Official Opening	No. 899
(ix)	11 th Oct 2016	£	120.00	Foundation of Light	No. 900
(x)	8 th Oct 2016	£	2,925.49	Currys	No. 901
(xi)	10 th Oct 2016	£	500.00	The Banks Group (funding)	No. 902
(xii)	8 th Oct 2016	£	570.00	Durham County Council (broadband)	No. 903

(c) Cash at Bank:

Northern Rock	£38,895.56
Barclays	£4,413.66
Barclays (Savings)	£8,248.07

83. CORRESPONDENCE

There was no correspondence requiring the Council's attention.

84. PLANNING APPLICATIONS

There were no planning applications for consideration.

85. ANNUAL RETURN

Consideration was given to the Annual Return and External Audit Report which had been received from BDO LLP, copies of which had been circulated.

Resolved: *That the report be noted.*

86. HAMSTEELS COMMUNITY CENTRE

(a) Appointment of Cleaner

The Chair had met with the Cleaning Supervisor from Durham County Council and a specification had been agreed. It had been identified that 4 hours per week would be adequate to undertake cleaning of the building.

Resolved: *That a Service Level Agreement be entered into with Durham County Council for a cleaning service.*

(b) Damage to Landscaping

Following the damage to the tree on the night of 23rd/24th September, the Police had identified the person responsible. A restorative justice meeting had taken place and an apology had been forthcoming. In initial offer to cover the cost of the tree had been made, however, during the meeting it had been suggested that an alternative would be for the person to assist with the assembly of the new furniture.

This was acceptable to all concerned and had been agreed as a way of concluding the matter.

Resolved: *That the tree be replaced at a cost of £174.00 plus delivery on the basis of the quote received and that Standing Orders be waived in relation to obtaining 3 quotes due to the time factor involved.*

(c) Stationery

As the new furniture was due to be delivered shortly, the need for a range of stationery and equipment to enable appropriate administrative systems to be developed had been identified.

The Clerk had looked into costs and the necessary items could be obtained for around £100.00

Resolved: *That the Clerk obtain the necessary stationery and office equipment.*

(d) Printing

A large amount of printing was being undertaken to raise awareness of the centre and activities. It had been suggested that it would be more effective to have printed a leaflet/flyer detailing the range of activities on offer.

The Council had a budget for printing of parish newsletters. This year, due to difficulties with distribution, no newsletters have been produced and the amount in this budget remained available.

Resolved: *That the newsletter printing budget be reallocated to the cost of printing a leaflet/flyer for community activities.*

The Meeting closed at 7.40 pm

Signed as a correct record:

Chairperson	Date
Clerk	Date

