

**MINUTES OF
THORNLEY PARISH COUNCIL
YOULL HOUSE, THORNLEY
6TH MAY 2014**

PRESENT

Councillors Mrs. J. Unsworth, (Chair), Mrs. M. Brunskill, Mrs. P. English, Mrs. I. Hind, Mrs. P. Maddison, Mrs. J. Middleton, M. McCoy, T. Unsworth, J. Williams.

APOLOGIES

None Required

PUBLIC

1 member of the public was present.

1. Minutes of Previous Meeting

The minutes of the previous meeting held on 4th March 2014 were accepted as a true record.

2. Police Report

As the Police were not present a report was unavailable.

Resolved: *The information be noted.*

3. Street Wardens Report

As the Street Wardens were not present a report was unavailable.

Resolved: *The information be noted.*

4. Public Question and Answer Session

No items were raised by the person(s) attending.

Resolved: *That the information be noted.*

5. Risk Assessments - Revisions

The Parish Clerk reported that no revision were required.

Resolved: *That the information be noted.*

6. County Durham Association of Local Councils

It was reported that no meeting had been held.

Resolved: *That the information be noted.*

7. CDALC Medium & Small Councils Forum

Councillor Mrs. P. English reported that the next meeting was to be held at the Community Centre, Barnard Castle on 17th May 2013 commencing at 2:00pm

Resolved: *That the information be noted.*

8. New Thornley

It was reported that the group had recently been awarded a grant from the East Durham Trust to provide 94 meals to vulnerable residents as part of a Winter Initiative and is still involved with issues relating to the development of the new Thornley Village Centre.

Resolved: *That the information be noted.*

9. Thornley Residents Group

It was reported that the group had recently organised a very successful Pie & Pea supper and that a trip to York was currently being arranged. Tickets were £3.00 each.

Resolved: *That the information be noted.*

10. Unitary County Councillor

As Councillor Nicholls was not present a report was unavailable.

Resolved: *That the information be noted.*

11. Youll House – Possible Disposal

The Parish Clerk reported that In accordance with an earlier decision of the council¹ the Valuation Officer had now provided his report in order that the property could be disposed of on the open market.

A copy of the full report was made available for members.

Resolved: *That arrangements be made to put property up for sale on the open market via an appropriate Estate Agent.*

12. Planning Application (REF: DM/14/00272/FPA)

Durham County Council advised that Mr. Paul Duffy had applied for planning permission to demolish an existing single story end extension of two storey pitched roof extension to rear of existing dwelling at 115, Dunelm road, Thornley, Co. Durham DH6 3HX.

Resolved: *That no objection be raised.*

13. Risk Management - Bank Services

The Parish Clerk reported that the Parish Council had accounts in the Co-op Bank and that this bank had suffered a number of administrative and financial difficulties in recent months which were still not totally resolved.

Whilst there was no reason to suggest that these difficulties would escalate out of control and lead to the Bank having to seek help from Central Government, members needed to be mindful of the dangers and the potential for the Parish Council to lose much of its financial reserves if anything were to happen.

Currently account holders could only claim a maximum of £85,000 in compensation and that would not cover all of the council's holdings in the Co-op Bank.

¹ Meeting held on 5th November 2013 minute 118 refers

It was therefore suggested that to minimise the risk an account be opened with another bank in order to protect the council's funds.

It was pointed out that if this course of action was agreed too, it would be necessary for a number of members to come forward and be named signatories for the account. In doing so various details (not onerous) would need to be disclosed.

Resolved: *That an additional account be opened with another bank and that Councillors Mrs. J. Unsworth, Mrs. P. Maddison, Mrs. M. Brunskill & T. Unsworth be the named signatories on the account*

14. Risk Management - Hire Charges

The Parish Clerk reported that In an effort to minimise the risk of loss of income derived from hall booking fees should a company go into liquidation, it was suggested that where total hire fee for an extended booking is estimated to be more than £100 payment should be requested in advance.

Resolved: *That booking fees estimated to be excess of £100 be paid in advance.*

15. New Thornley Partnership - Request for Grant

The New Thornley Partnership requested that the Parish Council considered awarding a grant to them in order that they could employ a suitably qualified person to work in collaboration with the Parish Council, Thornley Village Centre Management Group and the various community groups based in the village, to develop the open space adjacent to the Thornley Village Centre for sport and recreational purposes.

Resolved: *That a grant be approved in principal and that the Chair, Vice Chair and Parish Clerk obtain additional information from the New Thornley Partnership on the estimated costs for the Finance Committee's consideration.*

16. Office Accommodation -Thornley Village Centre

The Thornley Village Centre Management Group advised that the annual rental for office accommodation from which the Parish Council could conduct its business would be £3,500.

Resolved: *That the Parish Clerk arranges payment at the appropriate time.*

17. St. Bartholomew's Church Windows

The report of the Parish Clerk providing details on this matter was considered.

Resolved: *That the action of the Parish Clerk be endorsed and that appropriate documentation be provided to the interested parties when requested.*

18. Yuill Homes – Administration

Members were advised that Cecil M. Yuill Ltd trading as Yuill Homes had been placed in the hands of the administrators Baker Tilly who had notified the Parish Council that it was highly unlikely that it would receive payment of an outstanding invoice to the value of £988.84 in respect of the hire of Youll House by the firm during 2013/14.

Resolved: *That the debt be written off.*

19. Planning Permission

Durham County Council advised that Planning Permission had been granted to Mr. Keith Turner for change of use from open space to showman's storage and placement of 1 no. static home at 2, Fairview, Thornley, Co. Durham. DH6 3BL.

Resolved: *That the information be noted.*

20. Planning Permission (REF: DM/14/00173/FPA)

Durham County Council advised that Planning Permission had been granted to M. Whitfield Ltd to install a replacement shop front at Whitfield Ltd Chemist 2, Stanley Terrace, Thornley, Durham, DH6 3ES.

Resolved: *That the information be noted.*

21. Planning Permission (REF: DM/14/00174/AD)

Durham County Council advised that Planning Permission had been granted to M. Whitfield Ltd to erect and display a non-illuminated fascia sign at Whitfield Ltd Chemist 2, Stanley Terrace, Thornley, Durham, DH6 3ES.

Resolved: *That the information be noted.*

22. Collaborative Working – War Memorial Project

A letter was received from the New Thornley Partnership advising that they were to nominate two delegates to serve on the Parish Council's War Memorial Restoration Partnership Group whose intention it was to undertake a restoration of the memorial in time to celebrate the 100th anniversary of the end of hostilities of World War 1 in 2018.

Recommendation: *That the information be noted.*

23. Collaborative Working – War Memorial Project

A letter was received from Thornley Residents Group advising that there was no interest within the group and therefore they were not prepared to send delegates to the Parish Council's War Memorial Restoration Partnership Group.

Resolved: *That the information be noted.*

24. Letter of Thanks (REF: 7081)

A letter of thanks was received from Thornley Residents Group for the Parish Council's recent donation to cover the cost of providing poppy crosses, to be laid by children attending schools in Thornley, at a memorial service to be held in November 2014, to commemorate the 100th Anniversary of the beginning of World War 1 and other conflicts.

Resolved: *That the letter be received.*

25. Finance & Budgetary Control Reports

The Finance & Budgetary Control report detailing all income and expenditure since the last meeting and the current budget position was considered.

Resolved: *That the report be accepted and that the Parish Clerk makes arrangements to settle any outstanding accounts.*

26. Any Additional Urgent Items of Business

In accordance with the Local Government Act, 1972, as amended by the Local Government (Access to information) Act, 1985, section 100B (4)(b), the Chair following consultation with the Proper Officer, agreed that the following items of business not shown on the agenda, be considered as a matter of urgency.

27. Annual Audit of Accounts Ending 31st March 2014

The external auditor (BDO LLP) advised that the annual audit of the 2013/2014 accounts would take place on 4th June 2014.

The accounts had been prepared in accordance with the requirements of the Accounts and Audit (Amendment) Regulations 2011 (SI 2011/817).

Members were asked to approve Section 1 and Section 2 of the Annual Audit Return and for authorise the Chairman to sign it on behalf of the Parish Council.

Members were also advised that arrangements had been made to inform residents of their rights to inspect the accounts etc., in accordance with the statutory regulations, from 6th May 2014 to 3rd June 2014.

Resolved: *That the statement of accounts and statement of assurance be accepted along with answers required in section 2, and that the statement be signed by the Chairman on behalf of Thornley Parish Council.*

28. Co-option of a Parish Councillor

The Parish Clerk reported that the Monitoring Officer had advised that no election had been called and that as a result the Parish Council could make arrangements to fill the vacancy that existed by co-option.

Resolved: *That the post be advertised and that arrangements be made to co-opt a candidate at the next meeting of the Parish Council if possible*