

**MINUTES OF  
THORNLEY PARISH COUNCIL  
THORNLEY VILLAGE CENTRE  
7TH JULY 2015**

**PRESENT**

**Councillors Mrs. J. Unsworth (Chair), Mrs. A. Kelly, J. Luke, Mrs. P. Maddison, M. McCoy, T. Unsworth, J. Wilson.**

**STAFF**

**The Parish Clerk**

**APOLOGIES**

<i>Councillor</i>	<i>Reason for Absence</i>	<i>Resolved</i>
<i>Mrs. P. English</i>	<i>Personal</i>	<i>Approved</i>
<i>Mrs. .K. Huntington (nee Scrivin)</i>	<i>Personal</i>	<i>Approved</i>
<i>County Councillor M. Nichols</i>	<i>Personal</i>	<i>Approval</i>

**PUBLIC**

**No members of the public were present.**

***Meeting commenced : 7:00pm***

**45. Minutes of the Previous Meeting**

The draft minutes of the meeting held 5th May 2015 were approved and signed by the Chair as an accurate record.

**46. Minutes of the Facilities Committee Meeting**

The draft minutes of the Facilities Committee held on 2nd July 2015 were tabled for the information of members.

**Resolved: *That the information be noted***

**47. Minutes of the Personnel Committee Meeting**

The draft minutes of the Personnel Committee held on 2nd July 2015 were tabled for the information of members.

**Resolved: *That the information be noted***

**48. Minutes of the Finance Committee Meeting**

The draft minutes of the Finance Committee held on 2nd July 2015 were tabled for the information of members.

**Resolved: *That the information be noted***

**49. Public Question and Answer Session**

No members of the public were in attendance.

**Resolved:** *That the information be noted.*

**50. Police Report**

As no police were present a report was unavailable.

**Resolved:** *That the information be noted.*

**51. Unitary County Councillor**

In his absence Councillor Nicholls provided the Parish Clerk with a written report for the attention of members<sup>1</sup>.

**Resolved:** *That the report be received and that Durham County Council be asked to explain the reason a traffic bollard had been installed at Ellerby Mews and in addition a request be submitted for sections numbered 16/2 and 16/3 of the Public Footpath at the rear of St. Bede Crescent be cut back as overgrowth was preventing access along its route.*

**Action:** *The Parish Clerk to write to Durham County Council in connection with these issues and reports back to a future meeting of the Parish Council.*

**52. Risk Assessments – Revisions**

The Parish Clerk reported that no alterations or amendments were required.

**Resolved:** *That the information be noted.*

**53. County Durham Association of Local Councils**

The Parish Clerk reported that no delegates had been appointed to attend meetings of the association.

**Resolved:** *That this item be removed as a standing item from future agendas.*

**Action:** *To be undertaken by the Parish Clerk.*

**54. CDALC Medium & Small Councils Forum**

A verbal report was presented to members on the meeting held at Seaton Holme, Easington on the 9th June 2015.

**Resolved:** *That the report be received.*

**55. Thornley Village Centre Management Group**

A verbal report was presented to members on the current status of the Village Centre operation along with an explanation on proposed activities.

**Resolved:** *That the report be received.*

**56. Revision of Standing Orders - Date & Times of Parish Council Meetings**

Members considered changing the dates and times of when Parish Council meetings were held from evenings to a morning or afternoon.

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<sup>1</sup> *Copy made available to members.*

As not all members were present at the meeting it was suggested that the Parish Clerk conducts a survey to determine if a daytime meeting would be more convenient for members.

**Resolved:** *That a decision be deferred until the results of a survey were available.*

**Action:** *The Parish Clerk to write to all members to obtain their preferences.*

**57. Annual Audit Return 2014/15**

BDO Stoy Hayward requested that additional information/clarification was provided and the Annual Audit Return 2014/15 amended.

The Parish Clerk reported that to comply with Audit Regulations, alterations to the return must be sanctioned by the Parish Council before being returned to the external auditor for completion.

**Resolved:** *That the Annual Return be amended as required.*

**Action:** *The Parish Clerk to return the amended report to the auditors.*

**58. 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.

**59. Potential Eviction from land**

Durham County Council advised that it was to evict the Parish Council from land adjacent to the former Thornley Community Centre on which the Parish Council's depot facility was located.

**Resolved:** *That the County Council be requested to meet and discuss this matter in order to find a mutually acceptable solution.*

**Action:** *The Parish Clerk to arrange a meeting between Parish Councillors and officers of Durham County Council.*

***Meeting terminated 8:45pm***

Date of next normal meeting of the Parish Council will take place in Thornley Village Centre on Tuesday 1st September 2015 commencing 7:00pm