

**THE MEETING OF  
THORNLEY PARISH COUNCIL  
AT  
THORNLEY VILLAGE CENTRE,  
THORNLEY  
3RD NOVEMBER 2020**

**PRESENT**

**Councillors J Unsworth P Maddison Davy Smith David Smith J Grant T Unsworth**

**APOLOGIES**

Councillor	Reason for Absence	Resolved
E. Ismail	Other commitments	Approved
Mrs. A. Kelly	Other commitments	Approved
M. McCoy	Illness	Approved

**PUBLIC**

➤ No members of the public were present

**COMMENCING 7:00 p.m.**

**60. Draft Minutes of the previous Parish Council Meeting**

The minutes of the previous meeting held on 1st September 2020 were tabled approved and signed by the Chairperson as an accurate record.

**61. Draft minute of the Personnel Appointments Panel held on 12th October 2020**

The minutes of the previous meeting held on 12th October 2020 were tabled approved and signed by the Chairperson as an accurate record.

**62. Police Report**

As the Police were not present no report was available.

Members expressed disappointment that they were not being briefed or updated on criminal behaviour in the village.

**Resolved: That the Police be requested to provide a report in future.**

**63. Unitary County Councillor**

Councillor Grant reported that whilst the ongoing Covid pandemic was disrupting the normal operation of the County Council every effort was being made to maintain a quality service delivery.

**Resolved: That the report be received**

**64. Public Question and Answer session**

No members of the public were present.

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

**65. Matters Arising – Progress Report of the Parish Clerk and Councillors**

Members were updated on the following:-

- Transfer of Land from D.C.C - ongoing

- *Allotment Association – the association had now provided a membership list in order that meetings of the Allotment Panel could operate as normal.*
- *Remembrance Sunday – The laying of the Parish Council wreath by the Chair of the Parish Council had been filmed. A link to the film had been put on the Parish Council website and also on the village centre face book page*
- *Village Centre Activities - In order to maintain activities guidance was awaited from Central Government on how this might be achieved under the current Covid 19 lockdown.*
- *Flytipping in Cemetery – Efforts were being made to identify individuals that had filled the cemetery bins with domestic refuse.*

*A181 – Durham county Council had been asked to cut back overgrowth on near the round-a-bout as it was causing pedestrians to step onto the road.*

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

**66. Annual Audit of Accounts Ending 31st March 2020**

The Parish Clerk reported that Mazar's LLP has completed the external audit of the parish council's accounts for the financial year ending 31st March 2020.

The accounts were in order and the Annual Report had been certified accordingly.

Arrangements must now to be made for residents to view the Notice of Conclusion of Audit on Parish website and Notice boards.

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

**67. Capital Works Program 2021/22**

The Capital Works Program report was tabled for discussion in order that the amounts required could be incorporated into the 2021/22 budget.

**68. Review Cemetery Regulations, Fees & Charges**

The current situation was highlighted by the Parish Clerk.

**Resolved: That the Cemetery fees charges remain unchanged for 2021/22.**

**69. Youll House Refurbishment**

***Councillor Mrs. J. Grant declared an interest in this item and took no further part in the discussion or voting procedure that followed.***

The Parish Clerk reported that only 1 tender had been received.

Councillor Smith expressed his reservations about the firm and concerns that the procedure for awarding the contract was questionable.

It was pointed out that the procedures in the Councils Standing Orders for Contracts had been adhered to and every effort had been made to advertise the Contract in the local press and local media.

Although several firms had shown interest and had viewed the premises tenders were not submitted.

**Resolved: In view of the timescales and by majority vote was agreed to award the contract to Trimdon Construction and that additional funding be sought from D.C.C. In addition and before renovation works commenced a Conditional Lease be drafted to be signed by the The Parochial Church Council (PCC) of Holy Trinity Wingate who would be acting as accountable body for the finances for the Community of Hope.**

**70. Staffing Issues (requested by Councillor Smith)**

Councillor Davy Smith expressed his concerns regarding the Council's Personnel Procedures followed during the staff restructure.

It was noted that Councillor Smith was a member of the Personnel Committee and that whilst he may not agree with the (majority) decision(s) of the Committee it had followed the advice provided by Durham County Council and had adhered to procedure.

**NOTE – 9:15pm**

***At this point Councillor Davy Smith resigned his seat on the Parish Council and left the meeting.***

***Resolved: That the vacancy that existed be advertised at the appropriate time.***

**71. Woodland Creation**

Clerk gave update on creation of new nature walk.

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

**72. Arboricultural Works Rear of Church View**

The Parish Clerk reported that residents of Church View had requested that the trees at the rear of their properties be pruned back.

A survey had be commissioned and the quotation of £2,800 to undertake the required works obtained.

***Resolved: That the quotation be accepted and clerk to inform residents when work would commence.***

**73. Training & Development**

The Parish Clerk reported that no training was currently available.

***Resolved: that the information be noted***

**74. Report of the Facilities & Community Officer**

The Facilities & Community Officers report was tabled

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

**75. Planning Matters - Applications**

- DM/20/02601/RM Erection of Dwelling Plot 11 Dunelm Stables
- DM/20/02650/AD Display Signage Methodist Church Store
- DM/20/02663/FPA Single Story Extension and Roof Terrace.
- DM/20/02848/FPA Retention of Decking and outbuilding 5 Church View
- DM/20/02950/RM Erection of Dwelling Plot 17 Dunelm Stables

***Resolved: That no objections be raised***

**76. Planning Matters – Delegated Approval**

- DM/20/01517/FPA Entrance Canopy Thornley Working Men's Club
- DM/20/01652/RM Erection of Dwelling Plot 19 Dunelm Stables
- DM/20/02264 Erection of Dwelling Plot 18 Dunelm Stables
- DM/20/01675 Retention of detached outbuilding

**Resolved: That no objections be raised**

**77. Request for Donations**

- Alice House Hospice
- Great North Air Ambulance
- Durham Cathedral

**Resolved: That the Council in accordance with its powers under section 137 and 139 of the Local Government act 1972, should incur the following expenditure which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure of £50.00 per applicant.**

**78. Finance & Budgetary Control Reports**

The Finance and Budgetary Control report detailing income and expenditure since the last meeting was considered.

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

**79. 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.

**80. Cemetery Development**

Councillor Madison suggested that a cemetery development plan be produced to incorporate selective burial areas, landscaping and provision for the latest burial methods.

**Resolved: That the Parish Clerk obtains additional information on what may be possible for consideration Councillors.**

**81. Conducting Council Business during Covid 19 Tier 3 Lockdown**

The Parish Clerk highlighted the latest guidance provided by Central Government in the light of the Covid 19 lockdown which suggested that Council's should conduct interactive meetings over the internet (via Zoom or alternative methods) where possible.

Members had voted on a previous occasion<sup>5</sup> that to maintain the Council's operation delegated powers be given to the Chair and Vice Chair in collaboration with the Parish Clerk after briefing Councillors by email on major issues and obtaining a consensus of opinion on appropriate courses of action.

**Resolved: That the previous policy be operated for as long as necessary.**

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<sup>5</sup> Meeting held on 5th May 2020 refers.

**82. Village Centre Fire Exit Door Clerk**

Members were informed that whilst the fire exit door was functioning correctly it was in poor condition.

***Resolved: That the door to be replaced when finance was available.***

***Meeting Terminated: 8:40pm***