

**Agenda: The Meeting of Thornley Parish Council at Thornley Village Centre on Tuesday 7 March 2023 at 6.30pm**



Thornley Parish Council

To All Members of the Parish Council

**You are hereby summonsed to attend the above meeting for the purpose of transacting the following business:**

*C Llewelyn*

Claire G Llewelyn

**Clerk to the Council**

**1. To receive apologies for absence**

**2. To receive declarations of interest in items on the agenda**

If members are aware of any interest in relation to any items on the agenda, this should be disclosed at this stage or when the interest becomes apparent during the consideration of an item, in accordance with the Code of Conduct. Please state the nature of the interest.

**3. To confirm the minutes of the meeting held on 10 January 2023 (enclosed)**

**4. Public question and answer session**

**5. To receive the report of the Unitary County Councillor**

**6. To receive the Police Report**

**7. Finance & Budgetary Control Reports (reports to follow)**

- a) To approve the finance schedule
- b) To note the detailed income and expenditure
- c) To consider the Parish Council's budget
- d) To approve amendments to banking arrangements
- e) To approve the Internal Auditor for 2023 to 24

**8. To note and consider Progress Reports from Officers and Councillors (reports enclosed)**

- a) Parish Clerk's Report
  1. Matters raised by residents
  2. Section 106 funding for Welfare Park Pitch
  3. Update regarding the request for freehold of Thornley Village Centre
  4. Update on telephone and broadband provision for Thornley Village Centre
  5. Clerk's Work Undertaken and Priorities

- b) Reports from Parish Councillors
- c) Facilities & Community Officer Report
- d) Grounds' Officers Report

**9. To approve Parish Council Policies** (enclosed)

- a) Delegation Scheme
- b) Policy on Use of Parish Council land
- c) Lone Working Policy

**10. To approve the Parish Council's risk assessment including financial risk assessment until March 2024** (enclosed)

- a) to approve the full risk assessment including financial risk assessment until March 2024
- b) to approve action and expenditure on measures identified in the risk assessment

**11. To approve membership and Terms of Reference for Personnel Committee and Appeals Committee** (enclosed)

- a) Terms of Reference for Personnel Committee
- b) Terms of Reference for Appeals Committee
- c) Membership of Personnel Committee
- d) Membership of Appeals Committee

**12. Consultations' and Correspondence Report** (enclosed)

- a) To consider any response to consultations
  - 1. Durham County Council consultations - further consultation on NE Devolution Deal and Public Space Protection Orders
- b) To note bulletins

**13. To consider any response to Durham County Council regarding Planning Matters** (enclosed)

- a) To consider any response to Durham County Council regarding planning applications
  - 1. [DM/23/00476/FPA](#) Whitehouse Farm, Wheatley Hill, DH6 3LX
- b) To consider any planning applications received after the agenda was issued to be dealt with by the Clerk using delegated authority
- c) To note approved, withdrawn and refused decisions

**14. To agree a provider of advice on Human Resources** (enclosed)

**15. To discuss Parish Council Cemetery internal management and processes**

**16. To note and agree activity on the Pump Track development** (enclosed)

**17. To discuss Parish Council vehicle insurance** (enclosed)

**18. To agree action on Parish Council land** (enclosed)

- a) To consider trees on Parish Council land
- b) To consider floral displays

**19. To agree action and expenditure on Youll House** (enclosed)

**20. To approve meeting dates for the year 2023 to 24** (enclosed)

**21. To consider items for the agenda of a future meeting**

**22. Date and time of the next meeting of the Parish Council**

To confirm the date and time of the next meeting as the Annual Parish Meeting at 6.15pm, directly followed by the Annual Meeting and the Monthly Meeting at 6.30pm on Tuesday 2 May 2023

**23. To consider a resolution that the following item is classified as being of a confidential nature in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960; at this point of the agenda, if agreed, all members of the press and public would be asked to leave the meeting**

**24. To discuss staffing matters including training** (enclosed)

**Agenda issued 1 March 2023**