

MINUTES OF THORNLEY PARISH COUNCIL
MONTHLY MEETING
THORNLEY VILLAGE CENTRE
9 JANUARY 2024

Present: Councillors Mrs. J. Unsworth (Chairperson), Mrs. A. Galley, Ms. J. Grant (Vice Chair), J. Hughes, Mrs. P. Maddison, D. Smith, T. Unsworth.

In attendance: C. Llewelyn, Parish Clerk.

Public: no members of the public were present.

Meeting Commenced: 6:30pm

206. To receive apologies for absence

Apologies were received from County Councillor J. Miller.

Resolved: that the apologies from County Councillor J. Miller be noted.

207. To receive declarations of interest in items on the agenda

No declarations of interest were made.

Resolved: to note the information.

208. To confirm the minutes of the meeting held on 7 November 2023

A copy of the draft minutes had been circulated.

Resolved: that the minutes of the meeting held on 7 November 2023 be approved, confirmed and signed as an accurate record.

209. Public question and answer session

No members of the public were present.

Resolved: to note the information.

210. To receive the report of the Unitary County Councillor

County Councillor Miller had sent a report which the Clerk will email to Parish Councillors.

Resolved:

(1) to note the information.

(2) the Clerk to contact County Councillor Miller about the road between Thornley and Ludworth.

211. To receive the Police Report

No report had been received.

Resolved:

(1) the Clerk to contact the Police and Crime Commissioner's Office again to advise no information has been received.

(2) to move item 7 Finance and Budgetary Control Reports and item 8 To determine the budget and the Parish precept for 2024 to 25 to the end of the meeting.

212. To consider Progress Reports from Officers and Councillors

a) Parish Clerk's Report

Thornley Village Centre Freehold

Pump Track: to note planning permission is not required, consider procurement and next steps

Tree Survey Report

Resolved:

(1) to approve expenditure on measures identified in the Tree Survey Report.

(2) to note and approve actions, work undertaken and priorities in the Clerk's report.

b) Reports from Parish Councillors

East Durham Association of Local Councils meeting

Meeting with Headteacher of Thornley Primary School and Wise Academies

Resolved:

(1) the Clerk to arrange publicising information about the Drug and Alcohol Service.

(2) to note the reports from Parish Councillors.

c) Facilities and Community Officer Report

Resolved: to note the Facilities & Community Officer's Report.

d) Grounds' Officers Report

Resolved:

(1) to note the Grounds' Officers Report.

(2) the Clerk to pass on thanks to all Parish Council staff for their hard work.

213. Correspondence Report

Royal Garden Parties 2024 Request for Nominations

A Correspondence Report had been circulated.

Resolved:

(1) the Chair to be nominated for tickets to Buckingham Palace Garden Party.

(2) to suggest that Councils which have received tickets in the last five years should not take part in the draw.

(3) to note the Correspondence Report.

214. To consider any response to Durham County Council regarding Planning Matters

a) [DM/23/03343/RM](#) Dunelm Stables Thornley DH6 3BN

b) [DM/23/03346/RM](#) Dunelm Stables Thornley DH6 3BN

c) [DM/23/03486/RM](#) Dunelm Stables Thornley DH6 3BN

d) [DM/23/03495/FPA](#) Dunelm Stables Thornley DH6 3BN

e) To consider any planning applications received after the agenda was issued to be dealt with by the Clerk using delegated authority

No further planning applications had been received.

Resolved: to note the planning applications.

215. Management of Thornley Village Centre

To consider setting up a Committee or Working Group for management of Thornley Village Centre

Resolved: at the appropriate time, Councillors will form a Committee or Working Group for managing Thornley Village Centre, to consider options, avoid duplicating work and seek funding.

216. Licence Agreement and Deed of Easement with the Coal Authority for the Hilly Path

A report had been circulated.

Resolved:

(1) to approve the Clerk, in consultation with the Chair, to agree the licence and deed of easement with the Coal Authority, once they are reviewed by the Solicitor at the cost of the Coal Authority.

(2) to request an increased payment for the duration of the licence.

(3) to consider at the next meeting what the payment will be used for.

217. Members' issues and suggestions

None raised.

Resolved: to note the information.

218. To consider items for the agenda of a future meeting

None raised.

Resolved: to note the information.

219. Date and time of the next meeting of the Parish Council

Resolved: to confirm the date and time of the next meeting as 6.30pm on Tuesday 5 March 2024.

220. Finance and Budgetary Control Reports

a) Finance and Budgetary Control Reports

The Clerk advised that the Council's bank balances on 30th November 2023 were **£253,903.08**.

Payments for Approval

October

No.	Payee	Description	Amount
1.	Tesco Mobile	Mobile Phones x2	£2.00
2.	B&M	Cable Ties	£3.00
3.	Mark Allon	Window Cleaning TVC	£15.00
4.	Baker Ross	Crafts for Halloween Events (grant funded)	£57.85
5.	Proludic	Replacement signs for Gym Equipment	£67.20
6.	Teendrive	Driving Lessons for Teendrive Course	£1,679.50
7.	A. Local Government Pension Scheme B. NEST C. HMRC	Employer Liabilities and Pension Contributions	£3,413.37
8.	Co-operative Bank	Sweep Fee	£30.00
9.	Home Bargains	Files for Teendrive	£1.98
10.	Asda	Refreshments for Teendrive	£10.75
11.	Home Bargains	Toilet Brushes	£9.96
12.	Boyes	Cleaning Resources	£19.75
13.	Poundland	Cleaning Resources	£8.00
14.	Boyes	Fabric to cover chairs	£120.00
15.	Halls of Durham	Cleaning Supplies	£21.42
16.	Halls of Durham	Cleaning Supplies	£196.48
17.	Margaret Graver Driving School	Driving Theory Lessons & Workbooks	£230.00
18.	Edward Egglestone	Payroll April to September	£252.00
19.	Eon Next	Electricity Village Centre Quarterly	£406.41
20.	ITC Services Ltd	Microsoft 365, Antivirus, Maintenance	£245.36
21.	ITC Services Ltd	Printing	£42.98
22.	Amazon Jax First Aid	Accident Book	£4.99
23.	Land Registry	3x Land Title Plans & Registers	£18.00
24.	Gordon Fletcher	Internal Audit Interim Report	£100.00
25.	Staff	Mileage	£3.24
26.	Staff	Mileage	£26.46
27.	Staff	Wages (October)	£7,081.31
28.	British Gas	Gas Thornley Village Centre (September)	£107.23
29.	Learning Library	Membership (grant funded)	£90.00
30.	Party Time Inflatables	Bouncy Castle (grant funded)	£144.00
31.	Horn's Garden Centre	Flowers	£25.00
32.	A J Guthrie & Son	Cut & Collect Wildflower Meadow	£900.00

November

No.	Payee	Description	Amount
1.	Tesco Mobile	Mobile Phones x2	£14.00
2.	A. Local Government Pension Scheme B. NEST C. HMRC	Employer Liabilities and Pension Contributions	£3,386.80

3.	Jittabugs	Half Term Move & Groove (grant funded)	£40.00
4.	Baker Ross	Christmas Craft Supplies (grant funded)	£54.26
5.	Home Bargains	Halloween Supplies (grant funded)	£10.73
6.	The Range	Halloween Supplies (grant funded)	£31.76
7.	Aldi	Halloween Supplies (grant funded)	£31.25
8.	Asda	Halloween Supplies (grant funded)	£12.90
9.	Home Bargains	Halloween Supplies (grant funded)	£46.93
10.	Poundland	Christmas Supplies (grant funded)	£7.50
11.	Asda	Event Supplies (grant funded)	£36.75
12.	Aldi	Event Supplies (grant funded)	£16.50
13.	Denis & Joyce Store	Halloween Catering	£23.84
14.	Hartz Entertainment	Performing Arts School x 4 weeks	£320.00
15.	Hartz Entertainment	Halloween Event	£380.00
16.	Viking	Stationery	£21.28
17.	M&M Theatricals	Christmas Performance	£1,470.00
18.	Information Commissioner's Office	Information Commissioner Registration Fee	£35.00
19.	Mark Allon	Window Cleaning TVC	£15.00
20.	ITC Services Ltd	Microsoft 365, Antivirus, Maintenance	£256.52
21.	ITC Services Ltd	Printing	£20.22
22.	Staff	Mileage	£2.70
23.	Staff	Mileage	£37.80
24.	Southern Asset Management	Structural Lamppost Testing	£600.00
25.	Staff	Wages (November)	£10,535.43
26.	British Gas	Gas Thornley Village Centre (November)	£256.45
27.	BT	Phones & Broadband (Quarterly)	£348.36
28.	Asda	Postage Stamps	£30.00
29.	Grace Campbell	Craft Workshop (grant funded)	£326.67
30.	Hartz Entertainment	Performing Arts Project (grant funded)	£320.00
31.	Hartz Entertainment	Christmas Package (grant funded)	£500.00

Future Dated Purchases for consideration:

No.	Payee	Description	Amount
1.	Contractor	Youll House Energy Performance Certificate	£120.00

Costs include any VAT unless otherwise indicated.

Monies received over £100

No.	Payer	Description	Amount
1.	Durham County Council (DCC)	Precept & LCTRS Grant	£84,453.59
2.	East Durham Trust	Room Hire	£320.00
3.	Co-op Bank	Interest	£789.94
4.	HMRC	VAT Claim July to September	£1,690.08
5.	DCC	Fun & Food Grant Funding	£285.00
6.	DCC	Fun & Food Grant Funding	£521.00
7.	Workers Educational Association	Room Hire	£288.00
8.	East Durham Trust	Artist Workshop Grant Funding	£300.00
9.	East Durham Trust	Performing Arts Grant Funding	£320.00

Resolved:

(1) to note the bank balances.

(2) to approve the payments and future dated purchases in the schedule.

(3) to note the monies received over £100.00.

(4) to note the detailed income and expenditure report.

b) To approve the Internal Auditor for the year 2024 to 25

Resolved: to approve Gordon Fletcher as the Internal Auditor for the year 2024 to 25.

221. To determine the budget and the Parish precept for 2024 to 25

a) To approve the budget for 2024 to 25

The Clerk had sent a report and budget document with draft budget for 2024 to 25.

Resolved:

(1) to approve the draft budget for 2024 to 25.

(2) the Clerk, and Officers, in consultation with the Chair, to consider further cost saving measures and ways to increase income.

b) To determine the Parish precept for 2024 to 25

The Clerk had sent a report and Councillors requested further illustrations during the meeting.

Resolved: to agree a precept for 2024 to 25 of £169,448.16, an increase of 4.5% for a Band D property, which with the Local Council Tax Reduction Scheme Grant will provide total cash of £175,152.16.

Meeting closed: 7.30pm.