

# CORNSAY PARISH COUNCIL

At a Meeting of Cornsay Parish Council held on Wednesday, 18<sup>th</sup> June, 2025, at 7.00pm, in Hamsteels Community Centre, Esh Winning.

**Present:** Councillor D Robb (in the Chair)  
and Councillors D Bottoms, R Makepeace, H Pegum and A Scott

## 17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor L McKendrick and County Councillor A Neil.

## 18. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

There were no declarations of interest of requests for dispensations.

## 19. REPORTS FROM COUNTY COUNCILLORS

There were no County Councillors present at the meeting however the following issues were noted:

- Bushes were restricting visibility at the junction of Rose Court with Newhouse Road. Concerns had been passed to Durham County Council.
- Two bus shelters at Cornsay Colliery had had glazed panels broken last Friday/Saturday.

## 20. MINUTES

The minutes of the meeting of the Council held on 19<sup>th</sup> May, 2025, were confirmed as a correct record and signed by the Chairman.

## 21. MATTERS ARISING

Minute 13(b) - The planning application for 4 Post Office Cottages had now been approved.

## 22. FINANCIAL REPORT

(a) Agreement was given for the payment of:

- (i) £324.08 in respect of Clerk's wages for the month of June
- (ii) £81.00 to HMRC in respect of PAYE for the month of June

(b) Cheques issued:

(i)	19 <sup>th</sup> May 2025	£ 199.20	Makepeace Landscapes	No.1392
(ii)	19 <sup>th</sup> May 2025	£ 2,257.08	Clear Council's Insurance	No.1393
(iii)	19 <sup>th</sup> May 2025	£ 720.00	Makepeace Landscapes	No.1394
(iv)	28 <sup>th</sup> May 2025	£ 324.08	Clerk's wages	No.1395
(v)	28 <sup>th</sup> May 2025	£ 81.00	HMRC	No.1396
(vi)	2 <sup>nd</sup> June 2025	£ 105.00	MG Ackroyd	No.1397

## 23. CORRESPONDENCE

There was no correspondence requiring the Council's attention.

## 24. PLANNING APPLICATIONS

There were no planning applications for the Council's consideration.

## 25. REPORT OF INTERNAL AUDITOR

The Report of the Internal Auditor, copies of which had been circulated, was considered.

**Resolved:** (i) *That the report be noted.*

(ii) *That the corrections to the minutes be made as follows:*

- *Minute 121(b), 24<sup>th</sup> April, 2024 – cheque value to read £77.80 rather than £311.10*
- *Minute 70(b), 27<sup>th</sup> November, 2024 – cheque numbers to be updated to 1372-1375*

## 26. STANDING ORDERS & FINANCIAL REGULATIONS

The Council's Standing Orders and Financial Regulations were based on model ones produced by the National Association of Local Councils. The model documents had been updated earlier this year offering the opportunity to review and update the Council's documents to ensure that they were still relevant and up to date.

The model documents were able to be customised to suit the Council's needs.

**Resolved:** *That the Clerk update the model documents as necessary to meet the Council's needs for consideration and adoption at a future meeting.*

## 27. HAMSTEELS COMMUNITY CENTRE

The high tea, offered as part of the Welcome Spaces scheme, had been very successful with a good turn out and a recent Story Walk had also been well attended. Plans were in progress for activities for children to take place during the summer holidays.

Recent inspections of the fire alarm system had, unfortunately, identified defects in a number of detectors/sounds while the annual check of the emergency lighting system had also found two lights were malfunctioning. Arrangements were in hand for repairs to be carried out.

The water heater in the cleaners cupboard was also leaking resulting in a constant overflow. Initial advice had been sought from a plumber who had questioned why the hot water supply to each toilet and the cleaners cupboard were provided by individual water heaters as this seemed very inefficient.

Two of the water heaters supplying toilets were no longer operational and this together with the failure of a third offered potential to reconsider how hot water was supplied with the potential to replace the six existing heaters with one to supply all required water.

**Resolved:** *That quotes be sought to repair/replace water heaters as required.*

The Meeting closed at 7.30pm

Signed as a correct record:

Chairperson .....

Date .....

Clerk .....

Date .....

# CORNSAY PARISH COUNCIL

30 July 2025

## REPORT OF THE CLERK

### FINANCIAL REPORT

#### (a) Accounts for Payment

	<u>Goods/Service</u>	<u>Details</u>	<u>Amount</u>	<u>VAT</u>
(i)	Clerk's wages	July	324.08	
(ii)	HMRC	July/August	162.00	
(iii)	Clerk's wages	August	324.08	
(iv)	Makepeace Landscapes	Grounds maintenance		
(v)	Rospa	Play area inspections*	206.40	34.40
		(*due and paid prior to July meeting)		

#### (b) Balances

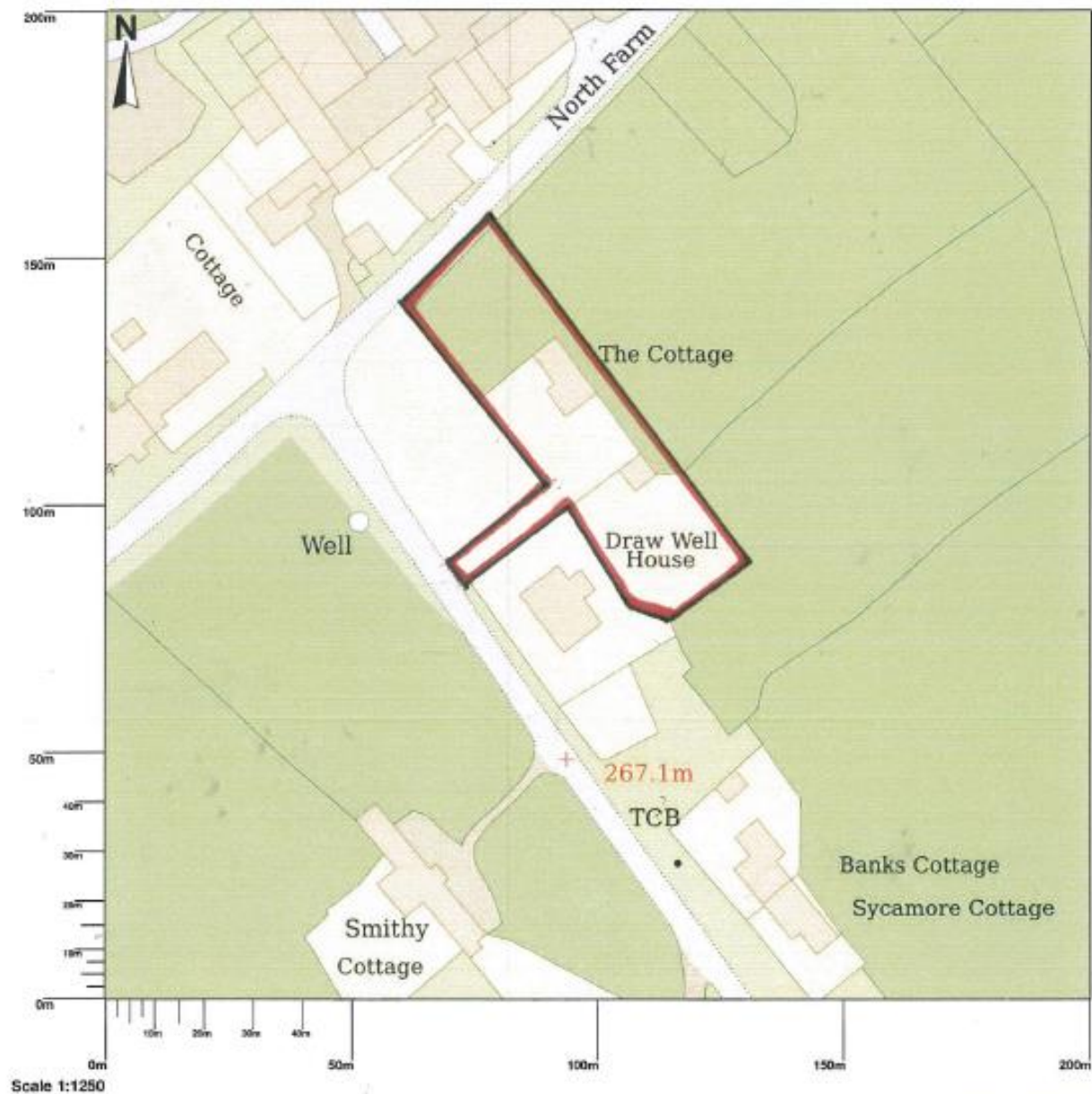
ACCOUNT	Virgin Money	Barclays Current	Barclays Saving	Petty Cash
Balance B/F	13,031.43	60.00	26.77	22.21
add Receipts	20,693.86	0.00	0.00	0.00
less Payments	6,534.84	0.00	0.00	0.00
(uncleared payments)	611.48	0.00	0.00	0.00
CASH AT BANK	27,801.93	60.00	26.77	22.21
TOTAL CASH AT BANK	27,888.70			
Add PETTY CASH	22.21			
TOTAL CASH	27,910.91			
RECEIPTS	20,693.86		PAYMENTS	6,534.84
			Petty cash payments	0.00
			Less uncleared payments	611.48
Less transfers	0.00		Less transfers	0.00
TOTAL	20,693.86		TOTAL	5,923.36
Add B/F cash at bank	13,118.20		Add cash at bank	27,888.70
Add B/F petty cash	22.21		Add petty cash	22.21
BALANCE	33,834.27			33,834.27

## PLANNING APPLICATIONS

The Cottage, Cornsay – Detached garage



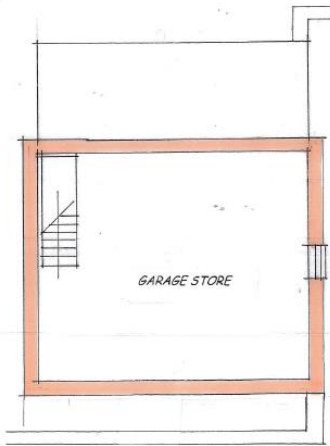
### The Cottage, Cornsay, Durham, DH7 9EL



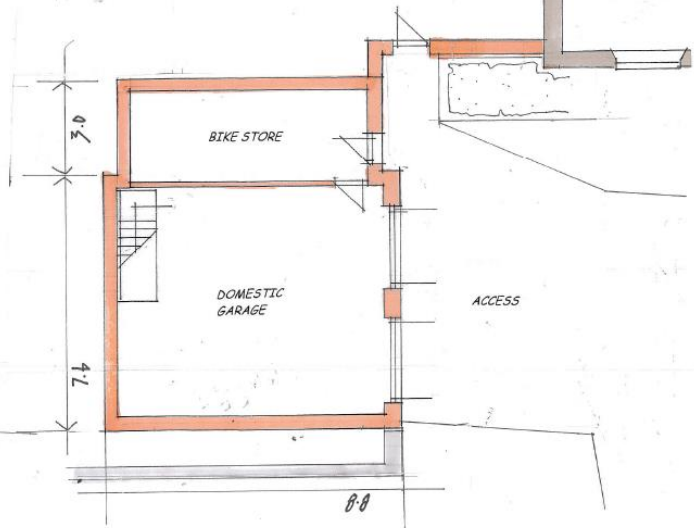
© Crown copyright and database rights 2025 OS 100054135. Map area bounded by: 414468,543425 414668,543625. Produced on 12 February 2025 from the OS National Geographic Database. Supplied by UKPlanningMaps.com. Unique plan reference: p4f/uk/1209420/1624437



PROPOSED GARAGE  
FIRST FLOOR PLAN  
1:100



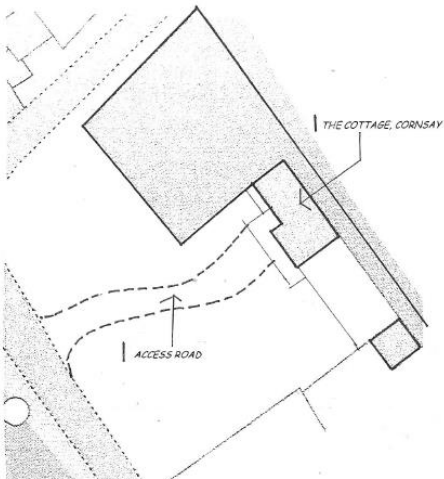
PROPOSED GARAGE  
GROUND FLOOR PLAN  
1:100



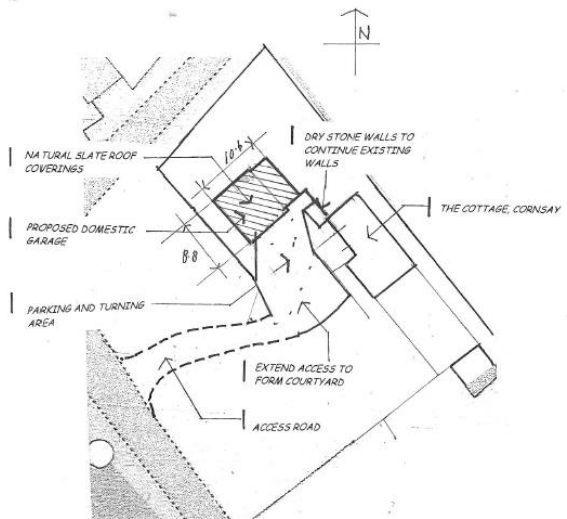
**RYDER ARCHITECTS**  
SELF BUILD + DESIGN  
The Studio  
Sylvan Vista, Brancepeth Village,  
Durham, DH7 8DT  
email: selfbuildarchitects@hotmail.com  
Phones: 0191 3784727 : 07802 740150

PROPOSED DETACHED GARAGE  
THE COTTAGE, CORNSAY LANE, CORNSAY,  
DURHAM DH79EL

EXISTING SITE PLAN  
1:500



PROPOSED SITE PLAN  
1:500

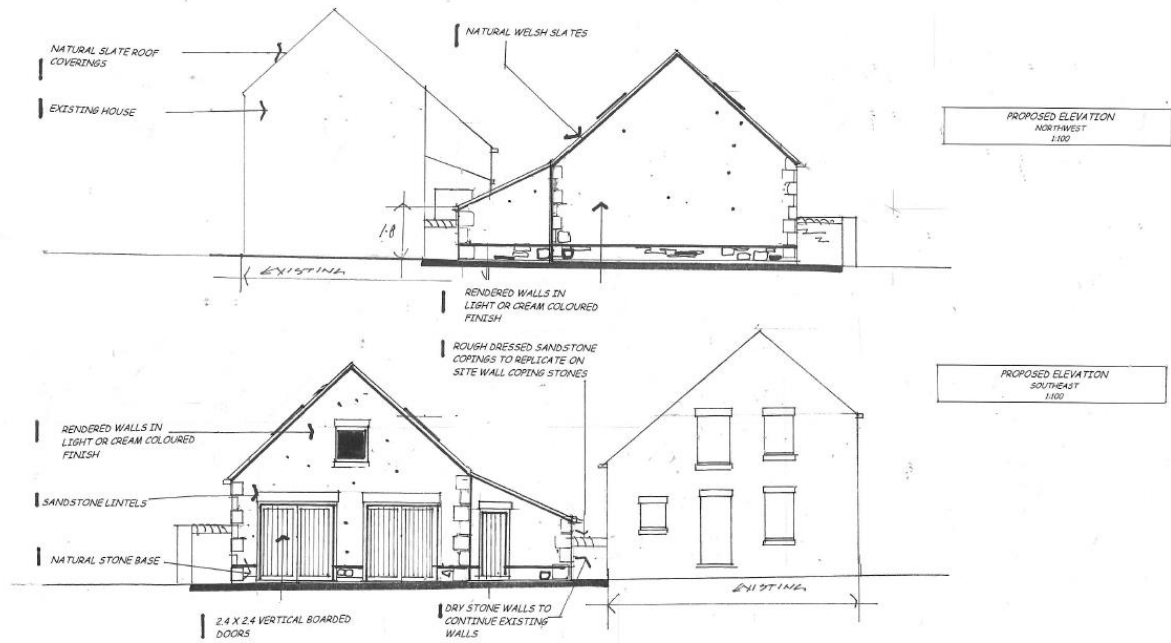


**RYDER ARCHITECTS**  
SELF BUILD + DESIGN  
The Studio  
Sylvan Vista, Brancepeth Village,  
Durham, DH7 8DT  
email: selfbuildarchitects@hotmail.com  
Phones: 0191 3784727 : 07802 740150

PROPOSED DETACHED GARAGE  
THE COTTAGE, CORNSAY LANE, CORNSAY,  
DURHAM DH79EL

PA03

REV. 1

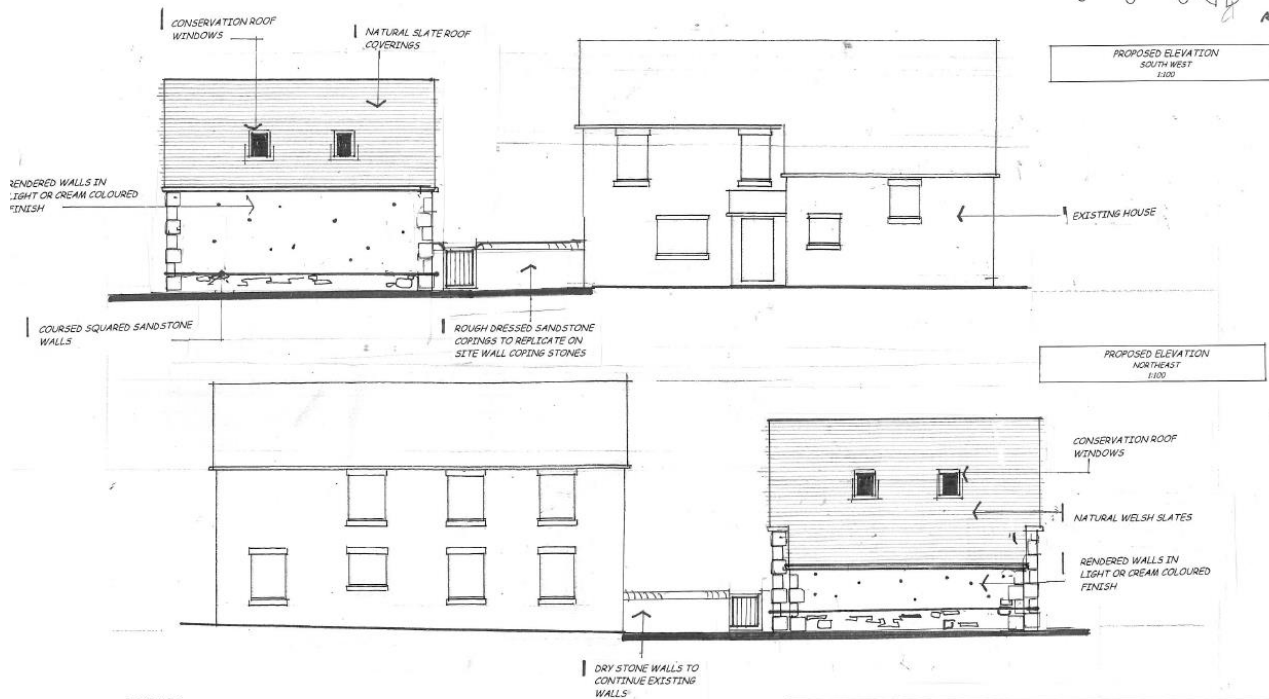


**RYDER ARCHITECTS**  
**SELF BUILD • DESIGN**  
 The Studio  
 Sylvan Vista, Brancepeth Village,  
 Durham, DH7 8DT  
 email: selfbuildarchitects@hotmail.com  
 Phones: 0191 3784727 • 07802 740150

**PROPOSED DETACHED GARAGE**  
**THE COTTAGE, CORNSAY LANE, CORNSAY,**  
**DURHAM DH79EL**

PA04

REV. 1



**RYDER ARCHITECTS**  
**SELF BUILD • DESIGN**  
 The Studio  
 Sylvan Vista, Brancepeth Village,  
 Durham, DH7 8DT  
 email: selfbuildarchitects@hotmail.com  
 Phones: 0191 3784727 • 07802 740150

**PROPOSED DETACHED GARAGE**  
**THE COTTAGE, CORNSAY LANE, CORNSAY,**  
**DURHAM DH79EL**