

# CORNSAY PARISH COUNCIL

At a Meeting of Cornsay Parish Council held on Wednesday, 30<sup>th</sup> July, 2025, at 7.00pm, in Hamsteels Community Centre, Esh Winning.

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

## 28. APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 29. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

There were no declarations of interest of requests for dispensations.

## 30. REPORTS FROM COUNTY COUNCILLORS

There were no County Councillors present at the meeting or reports received.

**Resolved:** *To write to County Councillors to request attendance at Parish Council meetings or reports to be provided to assist with communication.*

## 31. MINUTES

The minutes of the meeting of the Council held on 18<sup>th</sup> June, 2025, were confirmed as a correct record and signed by the Chairman.

## 32. MATTERS ARISING

Minute 19 - The visibility issue at Rose Court had been reported to Durham County Council a number of times but, to date, no calls had been returned or updates received.

## 33. FINANCIAL REPORT

(a) Agreement was given for the payment of:

- (i) £324.08 in respect of Clerk's wages for the month of July
- (ii) £162.00 to HMRC in respect of PAYE for the months of July and August
- (iii) £837.60 (including VAT of £139.60) to Makepeace Landscapes in respect of grounds maintenance
- (iv) £190.00 to Cornsay Village Residents Association in respect of play area checks and annual contribution towards lawnmower fuel
- (v) £324.08 in respect of Clerk's wages due for the month of August

(b) Payments made:

- (i) £206.40 (including VAT of £34.40) to Rospa in respect of play area inspection had fallen due and been paid in advance of the meeting.

(c) Cheques issued:

(i)	25 <sup>th</sup> June 2025	£	324.08	Clerk's wages	No.1398
(ii)	25 <sup>th</sup> June 2025	£	81.00	HMRC	No.1399
(iii)	11 <sup>th</sup> July 2025	£	206.40	Rospa	No.1400

#### **34. CORRESPONDENCE**

- (a) Correspondence received from the Association of British Counties requesting the Council considers incorporating the County Durham flag and its branding and refers to 'County Durham' in its address.

**Resolved:** *That the Clerk investigate the possibility, ease and cost of incorporating the County Durham flag into the Council's website and letterhead.*

- (b) Correspondence received from CDALC regarding the application process for parish members to Durham County Council's Standards Committee.

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

#### **35. PLANNING APPLICATIONS**

DM/25/01651 – The Cottage, Cornsay  
Detached garage

**Resolved:** *That the Council has no objection to the erection of a garage in principle however feels the proposed plans are out of proportion to the size of the dwelling and would request a planning condition restricting use of any garage to that of a private domestic garage only.*

#### **36. STANDING ORDERS & FINANCIAL REGULATIONS**

The Clerk had completed the NALC template Standing Orders and Financial Regulations in line with the Council's existing Standing Orders and Financial Regulations. Copies had been circulated.

**Resolved:** *That the Clerk review the queries and suggestions made by Members for consideration at a future meeting.*

#### **37. ANNUAL PLAY AREA INSPECTIONS**

The annual play area inspections had now been completed by Rospa and their reports received.

The actions recommended were discussed. While most required monitoring, the repairs that had been highlighted would be checked for action.

**Resolved:** *That the report be noted and the recommended actions be undertaken.*

#### **38. CORNSAY VILLAGE SWINGS**

It had been some years since the swings had last been painted and they were now in need of repainting. This work had previously been carried out by Makepeace Landscapes who had quoted £630 to complete the job.

**Resolved:** *That the quote for repainting of the swings be accepted.*

#### **39. HAMSTEELS COMMUNITY CENTRE**

A number of the groups were taking a break over the summer so the Community Centre was quieter than usual.

The first summer activity session had taken place this week and the feedback had been excellent and the session enjoyed by all. A second session would be taking place next week.

Additionally a story walk was also planned for 22<sup>nd</sup> August too.

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

The Meeting closed at 8.05pm

Signed as a correct record:

Chairperson .....

Date .....

Clerk .....

Date .....



# CORNSAY PARISH COUNCIL

24 September 2025

## REPORT OF THE CLERK

### FINANCIAL REPORT

#### (a) Accounts for Payment

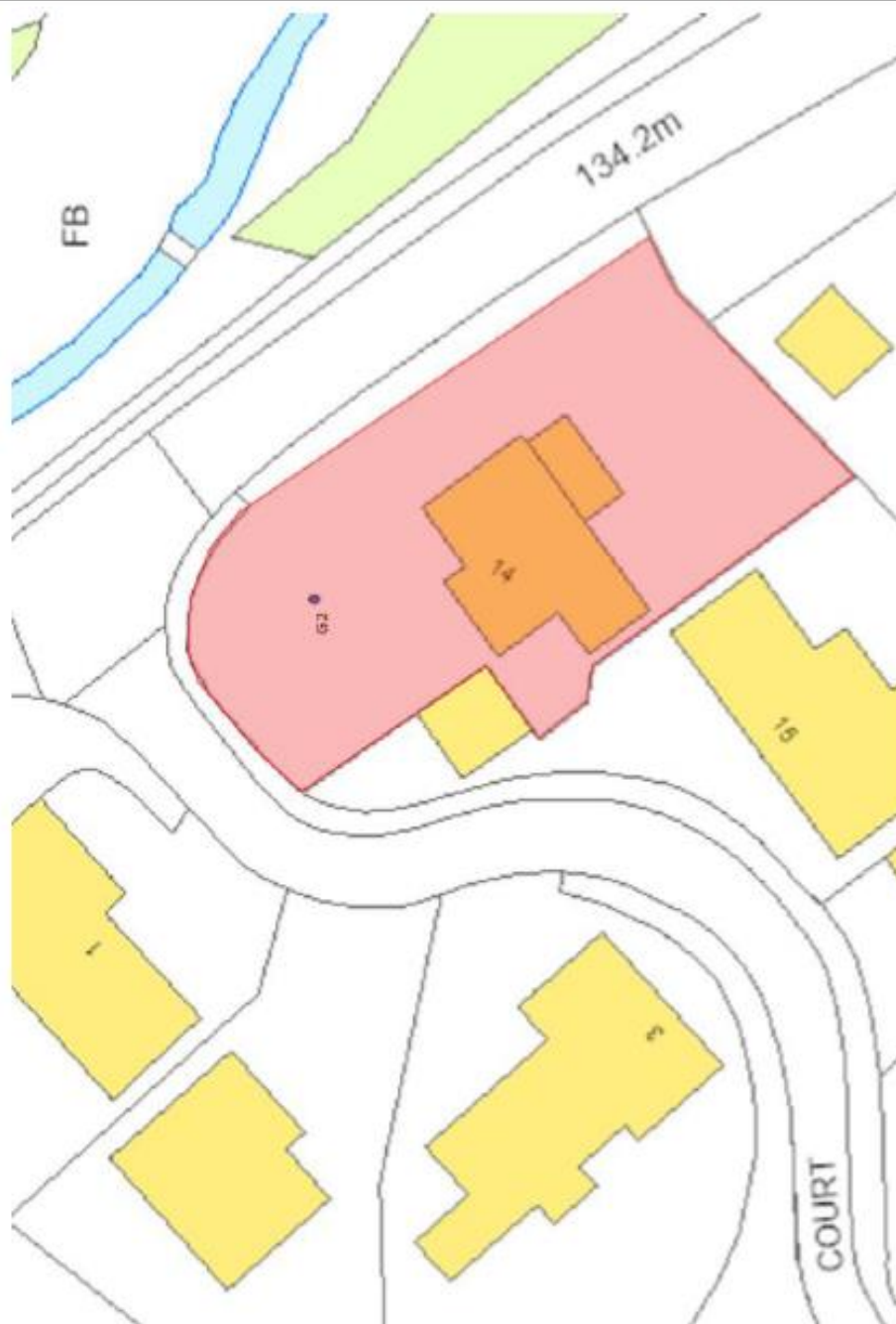
	<u>Goods/Service</u>	<u>Details</u>	<u>Amount</u>	<u>VAT</u>
(i)	Clerk's wages	September (inc back pay)		
(ii)	HMRC	September	162.00	
(iii)	Information Commissioners Office	Data Protection Registration	45.00	
(iv)	Durham County Council	Broadband	780.00	130.00
(v)				
(*due and paid over summer recess)				

#### (b) Receipts & Payments

ACCOUNT	Virgin Money	Barclays Current	Barclays Saving	Petty Cash
Balance B/F	13,031.43	60.00	26.77	22.21
<i>add Receipts</i>	20,696.14	0.00	0.00	0.00
<i>less Payments</i>	9,639.49	0.00	0.00	0.00
(uncleared payments)	1,439.08	0.00	0.00	0.00
CASH AT BANK	25,527.16	60.00	26.77	22.21
TOTAL CASH AT BANK	25,613.93			
Add PETTY CASH	22.21			
TOTAL CASH	25,636.14			
RECEIPTS	20,696.14		PAYMENTS	9,639.49
			Petty cash payments	0.00
			<i>Less uncleared payments</i>	1,439.08
<i>Less transfers</i>	0.00		<i>Less transfers</i>	0.00
TOTAL	20,696.14		TOTAL	8,200.41
Add B/F cash at bank	13,118.20		Add cash at bank	25,613.93
Add B/F petty cash	22.21		Add petty cash	22.21
BALANCE	33,836.55			33,836.55



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