CORNSAY PARISH COUNCIL

At a Meeting of Cornsay Parish Council held on Wednesday, 30th September, 2026, at 7.00pm, in Hamsteels Community Centre, Esh Winning.

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

43. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D Robb and H Pegum and County Councillor A Neil.

44. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATIONS

There were no declarations of interest or requests for dispensations.

45. REPORTS FROM COUNTY COUNCILLORS

County Councillor A Neil reported on the following:

- The car parking plans which had been previously shelved were now being followed up to see if there was any possibility of pursuing them.

46. MINUTES

The minutes of the meeting of the Council held on 29th July, 2026, were confirmed as a correct record and signed by the Chairman.

47. MATTERS ARISING

There were no matters arising.

48. FINANCIAL REPORT

(a) Agreement was given for the payment of:

(i) £389.58 in respect of Clerk's wages for the month of September (including back pay)
(ii) £107.90 to HMRC in respect of PAYE for the month of July
(iii) Makepeace Landscapes for grounds maintenance
(iv) £3.252.00 (including VAT of £542) to BR HVAC for repairs to the hot water system in the toilets and cleaners cupboard.

(b) Receipts & Payments

Details of receipts and payments for the financial year to-date together with account balances had been circulated.

49. CORRESPONDENCE

(a) Information received from the County Durham Association of Local Councils regarding their AGM which was to be held on 24th October, 2026.

Resolved: *That the information be noted.*

50. PLANNING APPLICATIONS

DM/26/02404/FPA – Hill Top Garage, Cornsay
Two storey infill extension

Resolved: *That the Council has no objection to this application.*

51. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

The Annual Governance & Accountability Return had been received from Mazars. No matters had come to their attention giving cause for concern that relevant legislation and requirements had not been met.

Resolved: *That the report be noted.*

52. APPLICATION FOR FINANCIAL SUPPORT

A request for financial support had been received from Think Differently Education CIC. The organisation offered an outdoor educational provision to support students who were neurodivergent and experienced anxiety and who had struggled in school.

A list of suggested amounts and they way in which they would support the students had also been provided.

Resolved: *That the Council would consider any request made under its Grants & Donations Policy and that the organisation be advised on the Council's process, subject to it being noted that grants, where awarded, were unlikely to exceed £100.00.*

53. HAMSTEELS COMMUNITY CENTRE – UPDATE REPORT

The Centre's user groups had now returned following the summer break with all the regular activities back up and running.

Over the summer, children's activity sessions had been held and thanks was expressed to Councillor Pegum for her efforts in planning and delivering the sessions. They had been thoroughly enjoyed by everyone.

Later in October, it would be the Halloween Disco and the centre had also been booked to hold a book launch.

The food hygiene inspection had also recently been carried out and a score of 5 had been awarded.

Resolved: *That the report be noted.*

54. COMPLAINTS POLICY

The Council had a Complaints Policy which had been adopted a number of years ago.

To ensure it remained up to date and fit for purpose, it was necessary to review the policy to ensure it still met the Council's requirements.

The Clerk had prepared and circulated a draft updated policy for discussion.

Resolved: *That the Complaints Policy, as circulated, be approved and adopted.*

55. EXCLUSION OF THE PRESS & PUBLIC

Resolved: *That in view of the confidential nature of the following item of business, and in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be temporarily excluded and they be instructed to withdraw from the meeting.*

56. CLERK'S WAGES

The Clerk was paid on NJC payscales and a pay agreement had been reached for the year 2026-2027 which offered an increase across all scales, backdated to 1st April, 2026.

The new rates were noted.

Resolved: *That the report be noted.*

The Meeting closed at 7.25pm

Signed as a correct record:

Chairperson …….. Date …….

Clerk …….. Date …….