



Minutes of Sherburn Village Parish Council

13th June 2023

Sherburn Village Parish Council		
13/06/2023	19:00	Sherburn Community Centre
Attendees	Councillors S Mason, Da Coulthard, De Coulthard, A Leary, K Smith, G Smith, D Hall & J Colledge	

Item 1 – Apologies for Absence	
Councillor J Leadbitter.	

Item 2 – Declarations of Interest	
	Standard Item
None	

Item 3 – Public Participation		
	Standard Item	
There were no members of the public present.		
Action Items	Person Responsible	Deadline
N/A		

Item 4 – Update from Durham Area Youth		
Stephen Davison gave a verbal update on the activities of Durham Area Youth, which was well received by members. Issues with the land to the rear of Cooplands are to be addressed. Cllr Mason agreed to look into this		
Action Items	Person Responsible	Deadline
Remove fence from land to rear of Cooplands	Cllr Mason	31/07/2023

Item 5 – Minutes of Previous Meeting	
	Standard Item
The minutes of the previous parish meeting were approved by members.	

Item 6 – Matters Arising	
	Standard Item
None	

Item 7 – Planning issues	
	Standard Item
A retrospective application had been received for the erection of a fence at Lady Durham Close.	

Item 8 – Police & Crime Commissioner	
	Standard Item

The Clerk presented crime figures for the village for the month of April.		
Action Items	Person Responsible	Deadline
N/A		

Item 9 – Correspondence		
Standard Item		
Correspondence had been received from County Durham Association of Local Councils (CDALC), promoting some training courses. There is one aimed at new council chairs. Cllr Mason is happy to attend.		
Action Items	Person Responsible	Deadline
Book place on Chairmanship course	Cllr Mason	16/06/2023

Item 10 – Financial Matters		
Standard Item		
The clerk presented a summary of the accounts for 2023/24, which showed that the Council's finances are in a healthy position. Members approved the Annual Governance Statement and accepted the report of the Internal Auditor.		
Action Items	Person Responsible	Deadline
N/A		

Item 11 – Communications		
The Clerk presented a draft Communications Strategy which was discussed. Amendments were made to the strategy and it was adopted. It was agreed to change the name of the council's Facebook page from Sherburn Village Friends to Sherburn Village Parish Council. It was agreed that communications would be a standard item on the agenda from July 2023.		
Action Items	Person Responsible	Deadline
Circulate amended strategy	Clerk	30/06/2023
Amend name of Facebook page	Clerk	30/06/2023
Update standard agenda	Clerk	30/06/2023

Item 12 – Newsletter		
Cllr Mason has been preparing a newsletter and asked for topics to be included in it. It was agreed that a draft would be circulated prior to the July meeting with the intention of it being signed off at that meeting. Contributions were to be requested from DAY and Durham City Gymnastics. It was suggested that there should be a photograph of those who were instrumental in the installation of the mining tub.		
Action Items	Person Responsible	Deadline
Prepare and circulate draft newsletter	Cllr S Mason	04/07/2023
Request articles from DAY and Durham City Gymnastics	Clerk	20/06/2023
Request advertising from local businesses	Cllr S Mason	30/06/2023

Item 13 – Cemetery update		
The Clerk provided an update on options for the burial of ashes and a potential memorial wall in the cemetery. Following detailed discussions of options, it was agreed that further information is required and an assessment of feasibility of having a new memorial garden, by building a wall.		
Action Items	Person Responsible	Deadline
Re-visit cemetery and take photos to show potential layout	Clerk/ Cllr Mason	04/07/2023
Present options to July meeting	Clerk/ Cllr Mason	04/07/2023

Item 14 – Mining Tub Information Board		
Cllr Mason had received some information that could go on an information board. The Clerk had contacted a printer, but had no response. The Clerk will contact alternative designers/printers to progress the work.		
Action Items	Person Responsible	Deadline
Contact designers/printers	Clerk	30/06/2023

Item 15 – New tubs for 2024		
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It was agreed to approach Taylormade to see if they could provide more tubs for next year.

Action Items	Person Responsible	Deadline
Work out how many tubs would be needed	Cllr S Mason	04/07/2023

Item 16 – Any other business

Members feel strongly that the quality of the grass cutting in the village has not been good enough. A complaint is to be made to Durham County Council about this poor service.

Action Items	Person Responsible	Deadline
Make a formal complaint to Durham County Council	Clerk	16/06/2023

Next meeting – 11th July 2023 starting at 7pm