



## Minutes of Sherburn Village Parish Council

14<sup>th</sup> November 2023

Sherburn Village Parish Council		
14/11/2023	19:00	Sherburn Community Centre
Attendees	Councillors S Mason, J Leadbitter, Da Coulthard, K Smith, G Smith, A Leary, D Hall & J Colledge	

### Item 1 – Apologies for Absence

Councillor De Coulthard.

### 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 – Minutes of Previous Meeting

Standard Item

The minutes of the previous parish meeting were approved by members.

### Item 5 – Matters Arising

Standard Item

Cllr Hall gave a verbal update on the progress of s106 applications

Action Items

Person Responsible

Deadline

N/A

### Item 6 – Planning issues

Standard Item

There had been no planning applications since the previous meeting.

### Item 7 – Police & Crime Commissioner

Standard Item

The Clerk presented crime figures for the village for the month of September. It was agreed that the figures could be more meaningful if they were compared to other villages.

Action Items

Person Responsible

Deadline

Provide comparative figures for next meeting

Clerk

12/12/2023

### Item 8 – Correspondence

Standard Item

Correspondence had been received from the water company advising of increased use in the allotments. This had been due to a leaking tap which was now fixed. It was agreed that meter readings would be taken more regularly to identify potential leaks.

Action Items

Person Responsible

Deadline

Read meter monthly

Clerk

ongoing

### Item 9 – 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.

Action Items

Person Responsible

Deadline

N/A

### Item 10 – Priorities for 2024/25 onwards

The following areas had been identified for 2023/24: Community Centre, Durham Area Youth, Gymnastics Centre, Planters, Plants for the mining tub, Cemetery.

In addition, traffic calming measures are to be investigated.

Action Items

Person Responsible

Deadline

Prepare budget for January 2024 meeting

Clerk

31/12/2023

### Item 11 – Newsletter

The final draft of the newsletter was agreed and will be sent to the printers.

Action Items

Person Responsible

Deadline

Send final draft to printer

Clerk

16/11/2023

### Item 12 – Cemetery update

Memorial vases were on order. Markers for buried ashes were to be ordered next.

Action Items

Person Responsible

Deadline

Order markers for buried ashes

Clerk

31/12/2023

### Item 13 – Christmas Fayre

The Christmas Fayre is to be held at 1 p.m. on 2<sup>nd</sup> December 2023. It was agreed that the council would give a donation to the Community Association to assist with staff wages and hall hire.

It is customary for the council to donate £30 to the church as a thank you to the vicar for blessing the tree.

It was agreed that this would be paid.

Action Items

Person Responsible

Deadline

Re-imburse Community Association on receipt of invoice

Clerk

31/12/2023

Make donation to church

Clerk

31/12/2023

### Item 14 – Remembrance Service

The Remembrance Service had gone very well. It was so well attended that the number of orders of service would need to increase to 100 for 2024.

A donation of £50 would be paid to the Salvation Army as a thank you to their band.

A donation of £50 would also be made to the church as a thank you to the vicar.

Action Items

Person Responsible

Deadline

Make donation of £50 to Salvation Army

Clerk

31/12/2023

Make donation of £50 to church

Clerk

31/12/2023

**Item 15 – Communications**

Approved minutes to be displayed on Notice Board and on website  
Newsletter to be distributed to residents.

Action Items

Person Responsible

Deadline

N/A

Next meeting – 12<sup>th</sup> December 2023 starting at 7pm