



## Minutes of Sherburn Village Parish Council

10<sup>th</sup> December 2024

### Sherburn Village Parish Council

10/12/2024

18:00

Sherburn Community Centre

Attendees

Councillors S Mason, J Leadbitter, K Smith, G Smith, Da Coulthard, D Hall & J Colledge

### Item 1 – Apologies for Absence

Councillor De Coulthard & A Leary

### Item 2 – Declarations of Interest

Standard Item

None

### Item 3 – Public Participation

Standard Item

No members of the public attended

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

At the meeting with Durham City Gymnastics, it had been mentioned that members are welcome to attend their Christmas event on 19<sup>th</sup> to 22<sup>nd</sup> December

Action Items

Person Responsible

Deadline

N/A

### Item 6 – Planning issues

Standard Item

An application had been received for the reduction in size of a tree in Church Wynd

### Item 7 – Police & Crime Commissioner

Standard Item

Crime figures for October were presented. Members discussed some of the initiatives outlined by the Police and Crime Commissioner at the November meeting.

Cllr K Smith had met with a representative of Durham County Council to discuss the re-instatement of Pubwatch.

It was agreed to promote crime prevention in the next Parish newsletter and to prepare a report on the initiatives for the meeting in February 2025..

Action Items

Person Responsible

Deadline

Prepare report on crime prevention initiatives

Clerk

04/02/2025

Include Crime Prevention in next newsletter

Clerk

04/02/2025

### Item 8 – Correspondence

Standard Item

There had been no correspondence of note

Action Items

Person Responsible

Deadline

N/A

### Item 9 – Financial Matters

Standard Item

The clerk presented:

- A summary of the accounts for 2024/25, which showed that the Council's finances are in a healthy position.
- A list of all payments made up to 8<sup>th</sup> December 2024

It was agreed that repairs to the footpaths at the cemetery would be carried out in early 2025. Money had been set aside in the 2024/25 budget for repairs.

Action Items

Person Responsible

Deadline

N/A

### Item 10 – Potential change in banking arrangements

Standard Item

The Clerk presented a report on the potential change of bank accounts from the current bank to Unity Trust. It was agreed that the Clerk would progress the change.

Action Items

Person Responsible

Deadline

Make arrangement to change banks

Clerk

31/01/2025

### Item 11 – Clerk's Salary

The Clerk left the meeting for this item. It was agreed to increase the Clerk's salary to point 17 on the National Joint Council for local government salaries scale, with effect from 1<sup>st</sup> February 2025.

It was also agreed that the Clerk and Chair would review the Employment Policy to recommend salary scales for future Clerks to be based on skills, knowledge, experience and performance.

Action Items

Person Responsible

Deadline

Increase salary and adjust 2025/26 budget

Clerk

31/01/2025

Review Employment Policy

Clerk/Cllr Mason

31/03/2025

### Item 12 – Feedback from Remembrance Service

The remembrance service had gone down well with residents. It was agreed to prepare a checklist for future years, so that members and Community Centre staff are all aware of what is due to happen when.

Action Items

Person Responsible

Deadline

Draw up checklist for Remembrance Service

Clerk

31/01/2025

### Item 13 – Christmas Fayre

The Christmas Fayre had been a success, with the lighting of the Christmas tree at 4 p.m and The Salvation Army band playing from 3.30 p.m.

The Clerk had contacted Reverend Anne to thank her for stepping in at very short notice to carry out the blessing of the tree.

It was agreed to prepare a checklist for future years, so that members and Community Centre staff are all aware of what is due to happen when. Next year's event will take place on Saturday 6<sup>th</sup> December 2025

Action Items

Person Responsible

Deadline

Draw up checklist for Christmas Fayre

Clerk

31/01/2025

**Item 14 – Traffic Calming**

DCC had confirmed that it was not opposed to the siting of a speed visor on the approach to the village from the west. The speed visor is to be installed opposite the cemetery.

Action Items	Person Responsible	Deadline
Progress installation of speed visor	Clerk/Cllr Mason	31/03/20025

**Item 15 – Communications**

Approved minutes to be displayed on Notice Board and on website

Action Items	Person Responsible	Deadline
Approved minutes to be displayed on Noticeboard and Website	Clerk	20/12/2024

Next meeting – 14<sup>th</sup> January 2025 starting at 6pm