



Minutes of Sherburn Village Parish Council

11th February 2025

Sherburn Village Parish Council

11/02/2025

18:00

Sherburn Community Centre

Attendees

Councillors S Mason, K Smith, G Smith, Da Coulthard & De Coulthard

Item 1 – Apologies for Absence

Councillors J Leadbitter , D Hall & J Colledge

Item 2 – Declarations of Interest

Standard Item

Councillors Da Coulthard, De Coulthard and K Smith expressed interests in Durham Area Youth

Item 3 – Public Participation

Standard Item

No members of the public attended

Action Items

Person Responsible

Deadline

N/A

Item 4 – Durham Area Youth

The Chief Executive of Durham Area Youth gave an update on changes in staffing at the charity and an update on activities in the village

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

Action Items

Person Responsible

Deadline

N/A

Item 7 – Planning issues

Standard Item

There had not been any planning applications or decisions in the village since the last meeting

Item 8 – Police & Crime Commissioner

Standard Item

Crime figures for December were presented, although it appeared that they had not been fully updated by Durham Constabulary. The Police and Crime Commissioner had been asked for an update on potential new initiatives, but there had not been a reply yet.		
Action Items	Person Responsible	Deadline
N/A		

Item 9 – Correspondence		
	Standard Item	
There had been an invitation for members to attend the Mayor of Durham’s Civic Ball.		
Action Items	Person Responsible	Deadline
N/A		

Item 10 – Financial Matters		
	Standard Item	
The clerk presented a list of recent payments and a summary of the accounts for 2024/25, which showed that the Council’s finances are in a healthy position.		
Action Items	Person Responsible	Deadline
N/A		

Item 11 – Election Timetable		
Members were reminded that the elections are due to take place on 1 st May 2025. Key dates are: 20/03/2025 Notice of Election 21/03/2025 Nominations open 02/04/2025 Deadline for nominations		
Councillor Angela Leary had resigned. As there is less than six months before the next election, there will not be an election to fill the vacancy. However, the Council is able to co-opt, if there is a suitable candidate.		
Action Items	Person Responsible	Deadline
Contact DCC Electoral Services to advise of vacancy	Clerk	12/02/2025

Item 12 – Garage Site		
An application had been received to build an additional garage, adjacent to existing ones. Permission was granted. There is potential to have more garages on the site. This is to be advertised on social media.		
Action Items	Person Responsible	Deadline
Contact applicant to confirm approval	Clerk	14/02/2025
Advertise opportunity to erect garages	Clerk	31/03/2025

Item 13 – Newsletter		
Contributions for the next newsletter were being invited from: Sherburn Community Association Durham Area Youth Sherburn Bowling Club Football clubs Belmont School Salvation Army		
A draft newsletter is to be presented to the Parish Council meeting on 11 th March 2025. Circulation is planned for 18 th to 23 rd April 2025.		

Action Items	Person Responsible	Deadline
Email contributors to the newsletter	Clerk	31/01/2025

Item 13 – Traffic Calming

There had not been any progress since the last meeting, due to the County Council's Christmas break. Invoice details have been provided to DCC but there is no timescale for completion as yet.

Action Items	Person Responsible	Deadline
Progress installation of speed visor	Clerk/Cllr Mason	31/03/2025

Item 14 – 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	14/03/2024

Next meeting – 11th March 2025 starting at 6pm