

# WINDLESTONE PARISH COUNCIL

7 Front Street, Bishop Middleham, County Durham. DL17 9AJ  
Tel: 07808062525 Email: karenyoung311@yahoo.com / kyounghusband@ferryhill.gov.uk

## ORDINARY MEETING

**Time:** To Follow Annual Parish Meeting    **Date:** Tuesday, 14th May 2024

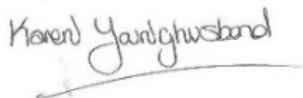
**Venue:** Hutton House, Chilton

Dear Councillor, you are hereby summoned to attend the above meeting at which the following business will be transacted.

## AGENDA

1. **Welcome by the Chair**  
The Chair to open the meeting and make any necessary announcements.
2. **Apologies for Absence**  
To receive apologies for absence
3. **Declarations of Interest**  
To notify of items that appear on the agenda in which Members may have an interest.
4. **Minutes**  
To Approve the Minutes of the Ordinary Meeting held 2<sup>nd</sup> April 2024 (attached) as an accurate record.
5. **Matters Arising from the Minutes of the Ordinary Meeting held 2<sup>nd</sup> April 2024**  
To clarify or provide an update regarding any matter that is recorded in the Minutes of the Meeting held on 2<sup>nd</sup> April 2024.
6. **Public Participation**  
To invite representation from Members of the Public.
7. **Correspondence**  
To consider and report any correspondence received.
8. **Finance**
  - (a) To Approve the Annual Accounts including sections 1 & 2 of The AGAR and all corresponding documentation for year ending 31<sup>st</sup> March 2024.
  - (b) To agree any expenditure incurred by the Parish Council and sign cheques accordingly.
9. **Planning**  
To consider any matters in relation to Planning Applications submitted to the Local Authority in the Parish.
10. **Council Policies**  
To consider and approve the following Policies for the Parish Council (attached):
  1. Standing Orders
  2. Financial Regulations
  3. Code Of Conduct
  4. Complaints Policy
  5. Data Protection Policy
  6. Publication Scheme & Transparency Code
  7. Document Retention Policy
  8. Financial Risk Assessment

- 11. Update on Windlestone Hall**  
To receive an update regarding Windlestone Hall
- 12. Update on Eden Arms**  
To receive an update regarding the Eden Arms
- 13. Update on Changes to Rushyford Roundabout**  
To receive an update regarding the proposed changes to Rushyford Roundabout
- 14. Community Bulb Planting in the Parish**  
To agree priority areas for Community Bulb Planting
- 15. Missing and Overgrown Public Footpaths/Definitive Map**  
To receive an update from Councillors
- 16. Outstanding Issues/Reports:**  
To receive an update from the Parish Clerk
  - 1. Street Lighting at Mill Cottages**
  - 2. Missing Public Seat at Mill Cottages**
  - 3. Bin Request at Lane End, School Cottages**
  - 4. Grit Bin Request for Bottom of Lane Leading to Windlestone Park**
  - 5. Request to replace Concrete Bollards at end of Eden Gardens with a steel Barrier**
  - 6. Suspicious Vehicle Activity at Lane End, School Cottages**
  - 7. Overgrown Footpaths (Coundon Bypass/Middridge C35 to Aycliffe Roads)**
- 17. Exclusion of Press and Public**  
Members are requested to move the following motion:  
“That in accordance with the provision of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended by Section 100 of the Local Government Act 1972, the Council do now exclude the public and press for the following Items on the Agenda by reason of the confidential nature of the business to be transacted since publicity would be prejudicial to public interest.”
- 18. Clerk Working Hours/Salary**  
To review the Clerks Hours of Work/salary
- 19. Date & Time of Next Meeting**  
To agree the date and time of the next Meeting



**Karen Younghusband**  
**Clerk Windlestone Parish Council**