

Greencroft Parish Council



Mark McNally
Clerk to the Council

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23 April 2019

**The next Ordinary Meeting of Greencroft Parish Council
will be held at Lynwood House, Lanchester
on Tuesday 30 April 2019 at 6.00pm.**

Press and public are welcome to attend.

Clerk to the Council

A G E N D A

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Public Participation**
- 4. Minutes of the last meeting**
To confirm and approve the minutes of the Ordinary Meeting held 26th March 2019
- 5. Planning**
DCC Reports emailed
- 6. Roadworks**
DCC Report emailed
- 7. Correspondence**
County Durham Citizens Advice-Financial Support

- 8. Parish Councils Committee**
Minutes of meeting 16th March 2019– awaiting minutes
- 9. Flower Beds and Grass Cutting-2019/2020**
Grass Cutting contract agreed by Chairman (Min 45/19 -26 March 2019) with Andy Purves in the sum of £556.80 inc VAT.
- 10 Wildflower Planting- Mid Durham AAP Environmental Pot**
The County Officer for these proposals has requested that an Inspection be undertaken of the three areas identified by the Parish Council on 25 September 2018 (Minute 115/18) for possible action. Dates currently being awaited. Chairman/Vice -Chairman to attend if possible.
- 11. Clerk Update**
 - (i) Mazars External Audit Training attended 3 April 2019
 - (ii) Several hand-over meetings with outgoing Clerk
 - (iii) Clerks Hours- 18 hours to date
 - (iv) Banking arrangements. The change of mandate forms signed by Chairman/Vice-Chairman/Clerk currently with the Bank awaiting confirmation
 - (v) Smaller Councils Forum- Shildon on Saturday 23 May 2019. Agenda items have been requested.
- 12 Asset Register 2019**

To consider the Asset Register for 2019
- 13 Risk Assessment 2019-2020**

Risk Review Report 2019-2020
- 14 Financial Information**
Precept payment confirmation of £3476.08 plus LCTSS £104 received.
Annual Bank Reconciliation 2018-19 (attached).
- 15 Budget**
See Budget Sheet (attached)
Current Bank Balance information-awaiting latest statement. See 11 (iv) above.
- 16 Clerks – Hours Worked and Subsequent Payment**
To date 18 hours worked (handover). Claim quarterly at end of June 2019.
- 17 Accounts for Payment**
Data Protection Renewal Certificate 2019-20 -£40
CDLAC - Annual subscription £44.01
- 18 Seat and Fence Inspections**
CL to update from monthly inspection

19 Chairperson's Announcements

20 Questions from Members – Information only

To deal with questions submitted by Members. Members are reminded that questions to be asked at the meeting must be submitted to the Clerk by 12 noon on the day preceding the meeting.

21 Date of next meeting- AGM and Ordinary-28 May 6.00 PM