



Mark Ramshaw  
Parish Clerk  
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8th December 2016

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Dear Councillor

You are duly summoned to attend the meeting of West Rainton Parish Council at **7.30 pm** on Thursday 15<sup>th</sup> December 2016 at **Arden House**, Prospect View, West Rainton.

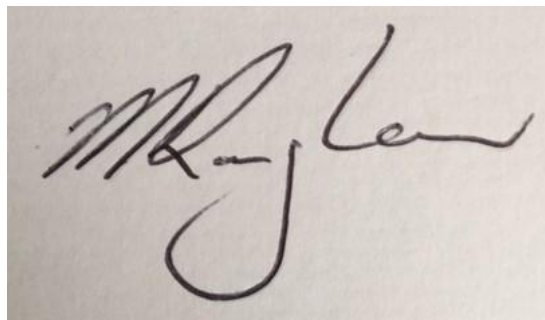
Members of the public are welcome to attend.

## **Agenda**

- 1) Apologies: to approve apologies for absence.
- 2) Declarations of Interest:
  - a) To declare any personal interests in items on the Agenda and their nature.
  - b) To declare any prejudicial interests in items on the Agenda and their nature.  
(Councillors with prejudicial interests must leave the room for relevant items)
- 3) Public Participation:  
Questions to be taken from members of the public for a maximum of 15 minutes in line with the Parish Council's Public Participation policy.
- 4) Minutes: to consider approval of the minutes of the meeting of the Parish Council held on 17<sup>th</sup> November 2016.
- 5) Police report: to receive a report from Durham Constabulary
- 6) West Rainton and Leamside Community Association: Parish Clerk to update
- 7) Co-option process for Councillor Vacancy:  
Parish Council to consider candidates for co-option to the current vacancy in line with the agreed policy and procedure.

- 8) Finance:  
Parish Clerk to report on financial position and seek approval for payments due.
- 9) Durham County Council Procurement Service (Project Officer):  
Parish Council to consider buy-in to DCC Procurement Service to provide expertise and assistance in contract letting.
- 10) Cemetery Maintenance Contract (Project Officer):  
Parish Council to consider approval of the content of the Cemetery Maintenance contract for 2017-2018 and arrangements for letting.
- 11) Cemetery Update: Project Officer to update on current issues
- 12) Grant Applications: Parish Clerk to report on of grant applications received for funding from the 2017/18 budget
- 13) Christmas Celebrations: Update from Councillor Wallage
- 14) Parish Plan: Update from Councillor Wallage
- 14) General correspondence: For consideration. Up to date list to be tabled.
- 15) To agree date and time of next meeting:

Thursday 19<sup>th</sup> January 2017 at 7.30 pm, Arden House, West Rainton.

A photograph of a handwritten signature in black ink on a light-colored background. The signature is written in a cursive style and appears to read 'M. Ramshaw'.

Signed:

Mark Ramshaw, Parish Clerk, West Rainton Parish Council