



Mark Ramshaw
Parish Clerk
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Peterlee
County Durham
SR8 2NL

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Email: westraintonparishcouncil@yahoo.co.uk

10th April 2020

Dear Councillor

You are duly summoned to attend the meeting of West Rainton & Leamside Parish Council at 19:00 on Thursday 16 April 2020.

Due to the ongoing Government Regulations with regards to COVID 19 the meeting will be held via an online video platform (Zoom).

Members of the public are welcome join the meeting (Please contact the Parish Clerk at the email address above with your name and email address).

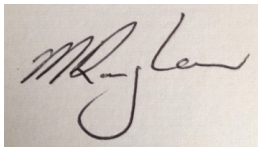
Agenda

- 1) Apologies for absence:
Parish Council to receive and consider any apologies.
- 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 Parish Council Meeting held on 20th February 2020 (No meeting was held during March due to the outbreak of COVID 19)..
- 5) Parish Councillor Vacancies – Update from Parish Clerk

- 6) Finance:

- Parish Clerk to report on financial position and seek approval for payments due.
- 7) Planning Applications:
Parish Council to provide any comments on previously circulated weekly planning notifications from DCC.
 - 8) Annual Review of Cemetery Fees and Charges – Parish Council to consider report of Parish Clerk
 - 9) Appointment of Internal Auditor – Parish Council to consider Appointment of Internal Auditor
 - 10) Risk Management Strategy & Risk Assessment - Parish Council to consider draft risk strategy and 2019-2020 annual risk assessment
 - 11) Grant Application – Parish Council to consider grant application from West Rainton and Leamside Banner Group
 - 12) Cemetery – Parish Council to consider and agree approach to reinforcement of Grave Adornment Policy
 - 13) General correspondence:
 - a) Cancellation of Annual Parish Meeting- Parish Council to note
 - b) Annual Governance and Accountability Return 2019/20 – Parish Council to note two month extension for return
 - c) Any other correspondence
 - 14) To note date and time of next meeting:
Thursday 21st May 2020 at 19.00. Venue will be either Arden House, West Rainton or via online video platform (Zoom) in line with current Government guidance at the time.

Signed:



Mark Ramshaw, Parish Clerk, West Rainton & Leamside Parish Council

If any member of the public wishes to take part in the Meeting please email the Parish Clerk at westraintonparishcouncil@yahoo.co.uk

You will need to download 'Zoom' and the parish clerk will send you an invite to the meeting via email. If you require any assistance please do not hesitate to get in touch.