

# NOTICE OF ANNUAL PARISH MEETING

I hereby give notice that the Annual Parish Meeting will be held in the Randolph Community Centre, Stones End, Evenwood, Bishop Auckland, DL14 9RE, commencing at **6:30 p.m.**, on

**Tuesday, 14th May, 2024**

The Annual Parish Meeting is a meeting of all the local government electors for the Parish. It is NOT a meeting of the Parish Council. Anyone may attend but only registered electors of Evenwood and Barony parish may speak and vote. The purpose of the meeting is so that the Parish Council can explain what it has been doing over the last year and to enable the electors to have their say on anything they consider is important to the people of the Parish.

*Barbara Nicholson*

**Councillor Barbara Nicholson**  
**Chairwoman of the Parish Council**

## AGENDA

1. **WELCOME AND INTRODUCTIONS** 6:30pm  
To receive any announcements the Chair may wish to make.
2. **APOLOGIES FOR ABSENCE** 6:31pm  
To record the attendance and receive any apologies for absence.
3. **MINUTES OF PREVIOUS MEETING** 6:32pm  
To receive any minutes of the Annual Parish Meeting held in 2023.
4. **ANNUAL REPORT** 6:33pm  
To receive a report from the Chair on the work of the Parish Council.
5. **FINANCIAL REPORT** 6:34pm  
To receive a report on the Parish Council's financial position for 2023-2024.
6. **DURHAM COMMUNITY ACTION** 6:35pm  
To receive a presentation from Susan Tron MBE, Community Development Officer, to enable residents to give views on the housing situation in the parish.
7. **REPORTS** 6:45pm  
To receive any reports from local clubs, societies and voluntary and statutory organisations about the work of their group.
8. **PUBLIC PARTICIPATION** 6:55pm  
To receive any questions, comments, or suggestions from registered electors.
9. **DATE OF THE NEXT MEETING** 6:59pm  
To confirm the date of the next Annual Parish Meeting: Tuesday 13th May 2025.  
The Annual Parish Meeting must be held between 1st March and 1st June.

THE TIMES INDICATED FOR EACH ITEM ARE GUIDELINES



ESTABLISHED 1894

# Evenwood & Barony Parish Council

e-mail: [evenwoodbaronypc@hotmail.com](mailto:evenwoodbaronypc@hotmail.com)

Telephone: 07788 111729

Website: [www.evenwoodandbaronypc.org.uk](http://www.evenwoodandbaronypc.org.uk)

## **NOTICE OF ANNUAL PARISH COUNCIL MEETING**

I hereby give notice that the Annual Meeting of the above-named Parish Council will be held in the Randolph Community Centre, Stones End, Evenwood, Bishop Auckland, DL14 9RE, commencing at **7:00 p.m.** or directly after the close of the preceding Annual Parish Meeting, whichever is the later, on

**Thursday, 14th May, 2024**

All members of the Parish Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder.

*K. Murray-Hetherington*

Mr. K. Murray-Hetherington  
Clerk to the Council

### **AGENDA**

There will be no public participation at the Annual Meeting of the Parish Council. Members of the public are welcome to attend the meeting but will not be able to speak unless invited to do so at the discretion of the Chair.

1. **ELECTION OF CHAIRMAN/CHAIRWOMAN** 7:00pm  
To elect the Chair of the Council for the Municipal Year 2024/2025.
2. **DECLARATION OF OFFICE** 7:02pm  
To receive the Chair's Declaration of Acceptance of Office.
3. **ELECTION OF VICE-CHAIRMAN** 7:03pm  
To elect the Vice-Chairman (Vice Chair) of the Council.
4. **APOLOGIES FOR ABSENCE** 7:04pm  
To receive any apologies for absence and approve reasons for non-attendance.
5. **MINUTES OF PREVIOUS MEETING** 7:05pm  
To approve as a correct record and authorise the signing of the minutes of the previous Annual Meeting of the Parish Council.
6. **APPOINTMENT OF REPRESENTATIVES** 7:06pm  
To consider appointing members to serve as representatives on outside bodies.
7. **STANDING ORDERS** 7:10pm  
To review the Standing Orders and to consider any proposals for amendment.

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| <b>8. ASSETS REGISTER</b><br>To review the fixed assets register.  | 7:15pm |
| <b>9. POLICIES</b><br>To review a checklist of the Parish Council's formal policies and procedures.  | 7:20pm |
| <b>10. SCHEDULE OF MEETINGS</b><br>To confirm the frequency of meetings and the dates, time and venue of meetings: The Council meets on the second Tuesday of each month except August commencing at 7:00 p.m. normally in the Randolph Community Centre, Stones End, Evenwood, Bishop Auckland, DL14 9RE. | 7:25pm |
| <b>11. DATE OF THE NEXT MEETING</b><br>To confirm the date of the next annual meeting: Tuesday 13th May 2025.  | 7:29pm |



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## **NOTICE OF PARISH COUNCIL MEETING**

I hereby give notice that an ordinary meeting of the above-named parish council will be held in the Randolph Community Centre, Stones End, Evenwood, Bishop Auckland, DL14 9RE, commencing at **7:30 p.m.** or directly after the close of the preceding Annual Parish Council Meeting, whichever is the later, on

**Tuesday, 14th May, 2024**

All members of the Parish Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder.

*K. Murray-Hetherington*

Mr. K. Murray-Hetherington  
Clerk to the Council

## **PUBLIC PARTICIPATION**

A period of 15 minutes is allocated at the beginning of each meeting for members of the public to raise questions or concerns. They are welcome to remain after this period but will not be able to join in the discussions unless invited by the Chair. 7:30pm

## **AGENDA**

1. **APOLOGIES FOR ABSENCE** 7:45pm  
To receive any apologies for absence and approve reasons for non-attendance.
2. **DECLARATIONS OF INTEREST** 7:47pm  
To receive any declarations of interest in any items on the agenda.
3. **MINUTES OF PREVIOUS MEETING** 7:50pm  
To approve as a correct record and authorise the signing of the minutes of the previous council meeting held on Tuesday 9th April 2024.
4. **MATTERS ARISING** 7:52pm  
To consider any matters arising from the above minutes.
5. **CORRESPONDENCE** 7:55pm  
To consider such correspondence received as may require action.
6. **FINANCIAL MATTERS** 8:00pm  
To receive a schedule of monthly expenditure and approve payment of invoices.

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| <b>7. REPORTS</b><br>To consider any reports from parish councillors.  | 8:05pm |
| <b>8. DURHAM COUNTY COUNCIL</b><br>To consider any issues relating to Durham County Council.   | 8:10pm |
| <b>9. PLANNING</b><br>To consider any planning applications and to receive any delegated decisions.  | 8:15pm |
| <b>10. CHRISTMAS TREE</b><br>To consider a request from Evenwood and Ramshaw Community Projects Group to approve plans for a Christmas tree with lights on the Village Green.        | 8:20pm |
| <b>11. D-DAY 80 ANNIVERSARY</b><br>To discuss any plans for the D-Day 80 Anniversary on Thursday 6th June 2024.  | 8:25pm |
| <b>12. ANNIVERSARY</b><br>To receive plans to commemorate the Parish Council's 130th anniversary.  | 8:27pm |
| <b>13. NEXT MEETING</b><br>To confirm the date of the next ordinary meeting: Tuesday 11th June 2024.   | 8:29pm |
| <b>14. ITEMS FOR NEXT MEETING</b><br>To invite any items from members for inclusion on the agenda for the next meeting, relating to the Parish Council's roles and responsibilities. | 8:30pm |

**EXCLUSION OF THE PUBLIC:** The Council may at any point pass a resolution that under the Public Bodies (Admission to Meetings) Act 1960, the public and the press shall be excluded from the meeting during consideration of any item of business if publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted, e.g. employment matters; terms of commercial tenders and negotiations for contracts; and legal proceedings preparation or advice.