**TRIMDON PARISH COUNCIL**

Minutes of the Annual Meeting of **Trimdon Parish Council** held in **St Alban’s Church Hall, Trimdon Grange** on **Tuesday 13 May 2025** at 6:10pm.

**Present**: Councillor John Burton, Bernadette Oliver, Carole Bell, Margaret Elliott, Paul Stephens, Paul Trippett, George Elliott, Leslie Oliver, Denise Davison.

Joseph Hobson (Clerk to the Council) was also in attendance.

**43/25 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Ian Quinn, Keith Thompson, Dave Smith and Rob Gilbert.

**Resolved** that the apologies be approved.

**44/25 ELECTION OF CHAIRPERSON**

Nominations were received for the appointment of John Burton as Chairperson for the forthcoming year.

**Resolved** that John Burton be re-elected as Chairperson for the forthcoming year.

**45/25 CHAIRPERSON’S DECLARATION OF ACCEPTANCE OF OFFICE**

John Burton signed the Declaration of Acceptance of Office outside of the meeting.

**Resolved** that the Declaration of Acceptance of Office be accepted.

**46/25 ELECTION OF VICE CHAIRPERSON**

Nominations were received for the appointment of Bernadette Oliver as Vice Chairperson for the forthcoming year.

**Resolved** that Bernadette Oliver be elected as Vice Chairperson for the forthcoming year.

**47/25 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

1. Trimdon Grange Community Centre

**Resolved** that David Smith be the Parish Council’s representative

1. Trimdon Village Hall Association

**Resolved** that Bernadette Oliver be the Parish Council’s representative

1. Trimdon Colliery Community Association

**Resolved** that Margaret Elliott be the Parish Council’s representative

1. Trimdon Community College

**Resolved** that Leslie Oliver be the Parish Council’s representative

1. Sedgefield District Relief in Need Charity

**Resolved** that a decision be postponed until the next meeting.

1. AAP Area Local Council Committee

**Resolved** that as the representation of the AAP has been changed for Parish Councils to one councillor from the Parish Council grouping, no member was put forward.

**48/25 TO AGREE MEETING DATES FOR 2025/2026**

**Resolved** that the proposed dates of Meetings of the Council be approved.

**49/25 PERSONS APPOINTED TO PARISH COUNCIL SUB-COMMITTEES**

1. Personnel Committee

**Resolved** that Bernadette Oliver, Paul Trippett, Keith Thompson, Dave Smith, Ian Quinn, Margaret Elliott, and Paul Stephens be appointed to the Personnel Committee

1. Health & Safety Committee

**Resolved** that David Smith, Carole Bell, Denise Davison, Les Oliver, Margaret Elliott, Ian Quinn, and Keith Thompson be appointed to the Health & Safety Committee

1. Allotment Committee

**Resolved** that John Burton, Ian Quinn, David Smith, George Elliott, Leslie Oliver, and Rob Gilbert, and Carole Bell be appointed to the Allotment Committee

1. Environment Committee

**Resolved** that John Burton, Paul Trippett, Denise Davison, Paul Stephens, Carole Bell, Ian Quinn and George Elliott

**50/25 PUBLIC PARTICIPATION**

There were no members of the public present for the meeting.

**51/25 REPORT FROM COUNTY COUNCILLOR**

No County Councillor was present.

**52/25 MINUTES OF THE ORDINARY MEETING HELD ON 8 APRIL 2025**

The minutes of the Ordinary meeting held on 8 April 2025 was circulated with the agenda.

**Resolved** that the minutes of the Ordinary meeting held on 8 April 2025 be approved.

**53/25 UPDATE ON PROGRESS OF RESOLUTATION OF THE ORDINARY MEETING HELD 8 APRIL 2024**

No update on progress of resolutions of the Ordinary Meeting held 8 April 2025 was provided.

**54/25 FINANCIAL**

1. The Clerk gave a verbal update on expenditure approved by the Chairman under Section 4.1 of the Financial Regulations. A written list had been circulated with the agenda.

**Resolved** that the payments be approved and signed by the Chairman.

1. The Clerk submitted the schedule of payments made between 1 April 2025 and 30 April 2025.

**Resolved** that the schedule of payments made between 1 April 2025 and 30 April 2025 be approved.

1. The Clerk submitted a schedule of receipts between 1 April 2025 and 30 April 2025.

**Resolved** that the schedule of receipts between 1 April 2025 and 30 April 2025 be approved.

1. The Clerk submitted a bank reconciliation statement (Current Bank Account) for 30 April 2025. This was cross referenced with the Bank Statement.

**Resolved** that the bank reconciliation statement (Current Bank Account) for 30 April 2025 be approved and the bank statement be signed by the Chairman.

1. The Clerk submitted a bank reconciliation statement (Instant Access Bank Account) for 30 April 2025. This was cross referenced with the Bank Statement.

**Resolved** that the bank reconciliation statement (Instant Bank Account) for 30 April 2025 be approved and the bank statement be signed by the Chairman.

**55/25 CLERK’S REPORTS**

1. The Annual Governance and Accountability Review (AGAR) and Statement of Accounts for 2024/2025 had been circulated with the agenda.

**Resolved** that the Annual Governance and Accountability Review (AGAR) and Statement of Accounts for 2024/2025 be approved and signed by the Chairman and Clerk.

1. The Internal Auditors report for 2023/2024 was circulated with the agenda.

**Resolved** that the Internal Auditors report for 2024/2025 be approved.

1. A report on the review of the Financial Regulations, Standing Orders and Risk Register for 2025/2026 had been circulated with the agenda.

**Resolved** that the Financial Regulations, Standing Orders and Risk Register for the fiscal year 2025/2026 be approved.

1. A report on the Council’s Internal Control Arrangements had been circulated with the agenda.

**Resolved** that the Council’s Internal Control Arrangements be approved.

1. A verbal report was given by the Clerk on the request to purchase a laptop for the use of cemetery staff.

**Resolved** that the purchase of a laptop be approved.

**56/25 CORRESPONDENCE**

1. A letter from Durham County Council regarding a review Street lighting Energy usage was circulated with the agenda.

**Resolved** that the letter from Durham County Council regarding a review of street lighting Energy usage be noted.

**57/25 COUNCILLOR MATTERS**

**58/25 DATE AND TIME OF NEXT MEETING**

**Resolved** that the next meeting will an Ordinary Meeting to be held Tuesday 10 June 2025 at 6.00pm