

**THE MINUTES OF THE ANNUAL MEETING OF THE SEATON WITH SLINGLEY PARISH  
COUNCIL HELD ON WEDNESDAY 15 MAY 2024**

**Present:** Councillors A Blacklock, S Faulkner, H Middlemiss,  
A Slater, A Taylor, D Temple,

**Also Present:** County Councillor D McKenna

**1 ELECTION OF CHAIR**

**RESOLVED** that Councillor A Slater be elected Chair of Seaton with Slingley Parish Council for the ensuing year.

**COUNCILLOR A SLATER TOOK THE CHAIR**

**2 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors G Fuller, S McAuliffe, J Theobald, A Vila, S Williams and County Councillor K Batey.

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4 APPOINTMENT OF VICE-CHAIR**

**RESOLVED** that Councillor D Temple be appointed Vice-Chair of Seaton with Slingley Parish Council for the ensuing year.

**5 APPOINTMENT OF INTERNAL AUDITOR**

**RESOLVED** that Mr G Fletcher be appointed Internal Auditor to Seaton with Slingley Parish Council for the ensuing year.

**6 REPRESENTATIVES ON OUTSIDE BODIES**

**RESOLVED** that the following Members be appointed to serve as representatives of the Parish Council on the external bodies listed for the forthcoming year:-

Area Action Partnership  
Councillors A Slater and S Williams

Council for Protection of Rural England (Co Durham)  
As required

County Durham Foundation Trust (South Sharpley Community Fund)  
Mr A Teasdale – Resident

East Durham Association of Parish and Town Councils  
Councillors G Fuller and D Temple

PACT Meeting  
Councillors H Middlemiss and S Faulkner

## Seaton with Slingley Parish Council – 15 May 2024

Seaton Community Association Management Committee  
Councillors H Middlemiss and A Slater

Smaller Councils Forum – CDALC  
Councillor D Temple

### 7 DATE AND TIME OF ORDINARY MEETINGS OF SEATON WITH SLINGLEY PARISH COUNCIL

RESOLVED that meetings of Seaton with Slingley Parish Council be held on the third Wednesday of each month commencing at 6.45pm, except for August where no council meeting would be held due to recess.

Meeting dates were subject to change with the consent of the Chair of the Parish Council.

### 8 THE MINUTES OF THE LAST MEETING held on 17 April 2024, a copy of which had been circulated to each Member, were approved and signed by the Chair.

### 9 POLICE MATTERS

The Police advised that there had been no incidents reported in the parish area since the last meeting.

RESOLVED that the information given, be noted.

### 10 CORRESPONDENCE

Pedestrian Refuge – B1404

The Clerk reported the receipt of correspondence from a resident asking the Parish Council to encourage Durham County Council to install a pedestrian refuge island on the B1404 at Seaton Lane, between the box junction at Burdon Crescent and the Hoy Crescent junction.

The resident was concerned that it was extremely dangerous to cross the road at this location and a pedestrian refuge would help. Members were advised that the resident had also contacted the local County Councillors and the MP in relation to this matter.

RESOLVED that the Parish Council support the residents request for a pedestrian refuge at this location.

### 11 PLANNING

The Clerk reported that Durham County Council had advised that the applicants for the following planning application had appealed to the Planning Inspectorate against the County Councils decision to refuse planning permission.

DM/22/00039/FPA - Appeal reference - APP/X1355/W/24/3342253 - Proposed development for 75 new homes including affordable homes and associated access, landscaping and infrastructure (as amended) at Land to the east of The Meadows, Seaton for Avant Homes North East and Mr S M Gregson.

RESOLVED that the information given, be noted.

### 12 CLERK'S REPORT

(1) Internal Audit Report for the Year ending 31 March 2024

The Clerk reported the receipt of the internal audit report for 2023/2024 undertaken by Mr G Fletcher.

## Seaton with Slingley Parish Council – 15 May 2024

Members were advised that every smaller authority in England where the higher of gross income or gross expenditure was £25,000 or less, could certify themselves exempt from a limited assurance review, and complete part 2 of the Annual Governance and Accountability Return (AGAR) at the end of the financial year. The AGAR part 2 was made up of 2 sections along with an annual internal audit report which was to be completed by the Parish Council's independent internal auditor.

The internal audit concluded that all the key controls contained within the internal audit section of the AGAR were examined and found to be working satisfactorily.

**RESOLVED** that the internal audit report for the year ending 31 March 2024 be accepted.

### (2) Effectiveness of Internal Control

Consideration was given to the report of the Clerk which reviewed the effectiveness of the council's internal controls to support the Annual Governance Statement, a copy of which had been circulated to each Member.

**RESOLVED** that the report be accepted.

### (3) Annual Governance and Accountability Return for the Year Ending 31 March 2024

The Clerk reported that all councils were required to complete the appropriate part of the Annual Governance and Accountability Return (AGAR) which applied to them.

At the last meeting of the Parish Council Members were advised that smaller authorities where the higher of gross income or expenditure was £25,000 or less and they met the qualifying criteria could certify themselves exempt from a limited assurance review. As the Council's gross income and expenditure was less than £25,000 it was agreed that the Parish Council complete part 2 and certify themselves exempt from a limited assurance review.

**RESOLVED** that the Parish Council certify itself exempt from a limited assurance review and complete part 2 of the Annual Governance and Accountability Return.

The Clerk proceeded to take Members through section 1, Annual Governance Statement, which was approved and then section 2, Statement of Accounts which was also approved.

**FURTHER RESOLVED** that sections 1 and 2 of the Annual Governance and Accountability Return for the year ended 31 March 2023, be approved and signed by the Chair.

## 13 MEMBER ISSUES

### Grass Cutting - Corner Opposite Community Centre

The Chair reported that the resident who had been cutting the grass at the corner opposite the Community Centre was unable to do so.

**RESOLVED** that the Clerk contact Durham County Council to discuss adding the area to the existing contract for grass cutting.

## 14 PAYMENTS

**RESOLVED** that the following schedule of payments made since the last meeting be approved.

**Seaton with Slingley Parish Council – 15 May 2024**

CHQ NO	PAYMENT TO	DETAIL	COST	VAT	TOTAL
100836	HMRC	PAYE - May 2024	176.96		176.96
100837	Payroll	Wages - May 2024	679.03		679.03
100838	JACS Accountancy Limited	Payroll Services - May 2024	15.50	3.10	18.60
100839	G Fletcher	Internal Audit	100.00		100.00
100840	A Slater	Reimbursement - Weedkiller	13.33	2.66	15.99
Sheet 165	HSBC	Bank Charges	7.00		7.00
		<b>TOTAL</b>	<b>991.82</b>	<b>5.76</b>	<b>997.58</b>

**15 DATE AND TIME OF NEXT MEETING**

**RESOLVED** that the next meeting be held on **19 June 2024** at **6.45pm**.

..... **Signed**

..... **Dated**