SHOTTON PARISH COUNCIL

e-mail: clerk@shottonparish.gov.uk
Telephone: 07788 111729
Website: shottonparish.gov.uk
Chairman: Cllr. Ivan Cochrane

NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that a meeting of the above-named parish council will be held in Shotton Community Hub, Bridge Road, Shotton Colliery, County Durham, DH6 2PQ, commencing at 6:00 p.m. on

Monday, 27th July, 2026

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

AGENDA

1. **WELCOME**
   To receive any announcements the Chairman may wish to make.

2. **APOLOGIES FOR ABSENCE**
   To receive any apologies for absence and approve reasons for non-attendance.

3. **DECLARATIONS OF INTEREST**
   To receive any declarations of Disclosable Pecuniary Interest (DPI) or Personal Interest (PI).

4. **MINUTES OF PREVIOUS MEETING**
   To approve as a correct record and authorise the signing of the minutes of the Annual Meeting of the Parish Council held on Tuesday 29th June 2026.

5. **GROUNDSMAN'S REPORT**
   To receive an update from the Parish Council's groundsman.

6. **DURHAM COUNTY COUNCIL (DCC)**
   To receive a report from ward councillors on issues relating to DCC.

7. **SHOTTON PARTNERSHIP**
   To receive an update from Shotton Partnership.

8. **REPORTS**
   To consider any councillors' reports on meetings attended on behalf of the Parish Council.

9. CLERK'S REPORT

To receive a verbal update from the Parish Clerk on any matters as may require attention, including correspondence, and to review and update the action log.

10. FINANCIAL MATTERS

a) To receive a schedule of monthly expenditure and approve payment of invoices.

b) To consider any applications for grants (over £200) or donations (up to £200) submitted in writing prior to the meeting.

11. PLANNING

To consider any valid planning applications received during the previous month.

12. CHRISTMAS TREE

To consider taking on responsibility for the management of the Christmas tree [Cllr. Cochrane].

13. NEXT MEETING

To confirm the date and venue of the next meeting: Monday 28th September 2026. [*There are no meetings in August during Summer recess*].

14. EXCLUSION OF THE PUBLIC

The Council will be asked to 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 or leases; legal proceedings preparation or advice; complaints against the council or code of conduct complaints.

15. COMMUNITY PARK

To consider a report from the Community Park Working Group on a proposal relating to football pitch availability and facilities for rugby and cricket activities.

16. PARISH ROOMS

To consider quotes for the cost of repairing the roof on the Parish Rooms.

17. ASSETS MANAGEMENT

To review and update the assets register against current insurance values.

18. EMPLOYMENT

To consider a matter relating to staffing.