

# Shadforth Parish Council

Shadforth Parish Council  
Sherburn Hill Community Hub  
Front Street  
Sherburn Hill  
DH6 1PA

## Agenda - Shadforth Parish Council

**In accordance with Paragraph 7 & 10 (2)(b) of Schedule 12a of the Local Government Act 1972, Members are hereby summoned to attend a meeting of the Shadforth Parish Council on Tuesday 15<sup>th</sup> April at 6.00pm, Sherburn Hill Community Hub.**

- 01-0425**      **Attendees:** Cllrs Martin, Thompson, Heron, Nixon, Herbert
- 02-0425**      **Apologies:** Cllrs Flude, Beattie
- 03-0425**      **To receive disclosures of interest in any matters on the agenda:** Cllr Martin disclosed an interest in allotments and Sherburn Hill Hub; Cllr Heron disclosed an interest in allotments and garages; Cllr Nixon disclosed an interest in Sherburn Hill Hub; Cllr Herbert disclosed an interest in Shadforth agenda items.
- 04-0425**      **To agree that the minutes from the last ordinary meeting of 11<sup>th</sup> March 2025 are a true record:** Minutes from the meeting of 11<sup>th</sup> March are approved and can be published.
- 05-0425**      **To receive an update from the Clerk:**
- a. Allotment update: Email received from an allotment tenant regarding parking outside his allotment. The tenant found it difficult to access his gate. An onsite survey recommended a discreet line marking would help alleviate the problem in the future.
  - b. Communication received regarding unauthorised tree cutting, theft and dogs off leads at the allotment site. This will be addressed. There was no police involvement.
  - c. AGAR: The Accounts for 2024-25 will be sent to the internal auditor this week. Once these are returned, they will be published on our website as 'unaudited' and emailed to Mazars so they may undertake the external audit. Notice of appointment of date for the Exercise of Public Rights will be issued once the internal auditor has returned the accounts.
  - d. APHA: Communication received from the Animal & Plant Health Agency regarding avian bird flu. All allotment tenants have been issued with a memo from APHA to warn of the dangers of avian bird flu and how to help prevent its spread.

- 06-0425 To agree any payments that need to be made:**
- |                 |         |
|-----------------|---------|
| Clerks Salary   | £440.61 |
| HMRC            | £110.00 |
| ICCM            | £105.00 |
| Clerks Expenses | £ 28.04 |
- 07-0425 To receive an update on Shadforth Cemetery:** None to report
- 08-0425 To receive an update on the creation of a mining memorial in Sherburn Hill:** Cllr Thompson as received an email that planning permission is required. She is going to look into this to see what is involved.
- 09-0425 To receive an update on the creation a community woodland walk on a piece of land owned by DCC in Sherburn Hill:** The project will be finalised in the next few weeks. The benches and bird boxes have now been installed and the two sensory boards are in place. The meadow seed has been sown. The Lantern Parade will now take place in November, to coincide with Durham Lumiere. Cllr Thompson will be organising this. The Sherburn Hill Hub will be open for the lantern parade, offering refreshments.
- 10-0425 To agree or not to agree a request for a small Grant Donation:** Small grants are only available to groups where people from our 3 villages will benefit. We also have a very small grant fund in our budget so we really do have to comply with strict guidelines on the form. 1 application was unsuccessful and another we have asked for further clarification. No grants awards given this month.
- 11-0425 Update on the flooding issue between Shadforth and Ludworth:** Previous work hasn't been effective to ease the issue. The area has been classified as a class 3 flooding area. A case has been opened with DCC and Cllr Herbert will follow up.
- 12-0425 Update on the pollution into Shadforth beck issue:** There has been very little pollution recently due to no rain. Cllr Herbert is going to monitor the pollution issue.
- 13-0425 Cllr Thompson (Chair) to approve and sign Section 1 Annual Governance Statement and Section 2 Accounting Statements of the Annual Governance and Accountability Return 2024-25:** The Council have approved the AGAR and this will now be sent to the internal auditor for their report.
- 14-0425 To receive updates from Parish Councillors:** None to report
- 15-0425 To receive updates from County Councillors:** None to report
- 16-0425 Public questions or comments, 5 minutes max:** No public participation
- 17-0425 Matters arising from previous minutes which have not been covered above:** None to report
- 18-0425 To receive any items for the next meeting:** None to report

19-0425 Any other business: Future planned Parish Council meetings: .

**Notice of Annual Meeting - Tuesday 10th June at 6pm  
and Notice of Annual Parish Meeting at 6.15pm at  
Sherburn Hill Community Hub. Details can be found on  
website, [shadforthparishcouncil.gov.uk](http://shadforthparishcouncil.gov.uk) and village  
noticeboards**

Other planned Parish Council meetings:

Tuesday 1st July 2025

No meeting in August 2025