



*Here to enhance the quality of the Parishioners lives
whilst delivering an efficient and proactive service.*

Cassop cum Quarrington Parish Council

c/o Bowburn Community Centre
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14 May 2021

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the Parish Council which is to be held on **Wednesday 19 May 2021** in Bowburn Community Centre at the conclusion of the Annual Meeting of Electors.

Yours faithfully

Gillian Kelly (Parish Clerk)

1. **Election of Chair and Receipt of Declarations of Acceptance of Office**
2. **Election of Vice-Chair**
3. **Members' Apologies**
4. **Minutes of the Annual Meeting held on 15 May 2019**
5. **Appointment of Committees**
6. **Appointment of Parish Council Delegates to the AGM of CDALC**
7. **Review of Standing Orders and Financial Regulations**
8. **Annual Accounts and Balance Sheet (if available)**
9. **Completion of Internal Audit 2020/2021 and Final Accounts (if completed)**
10. **Notice and Advertising of External Audit 2020/2021**
11. **Dates for Future Meetings**

12. **Minutes**

Members are asked to agree the Minutes of the Monthly Meeting held on 21 April 2021 as a correct record.

13. **Details of New Planning Applications Received since the Previous Monthly Meeting**

Applicant	Details
DM/21/01356/FPA Thompson Strawberry Hill Barn Old Cassop Durham DH6 4QA	Single storey extension to rear with wrap around (Amended Proposal)
DM/21/01349/FPA Mr & Mrs G & A Priano Park Hill Farm Coxhoe Durham DH6 4JP	Single storey rear extension with render finish
DM/21/01536/FPA Mr Marc Dinning 6 Heugh Hall Row Quarrington Durham DH6 5NW	Erection of single-storey extension at front of dwelling.
DM/21/01542/FPA Miss Julie Arnett 73 Henry Avenue Bowburn Durham DH6 5EN	Construction of single storey garage and office to side and porch to front.
DM/21/01593/FPA Ms S Ali 3B Durham Road West Bowburn Durham DH6 5AU	Single storey rear extension to restaurant

14. **A New Artwork for Bowburn**

Members to receive an update on this matter.

15. **Clerk's Report**
Report to follow.
16. **Neighbourhood Plan**
Members to receive an update on this matter.
17. **Local Youth Services**
Members to receive an update on this matter.
18. **Local Footpaths and Rights of Way**
Members to receive an update on this matter.
19. **Allotments, Garages and Cemetery**
Members to receive an update on this matter.
20. **County Councillors' Monthly Reports**
21. **Details of Correspondence Received (Surface Mail)** (see following page)
22. **Details of Accounts Expenditure/Income** (see following page)
23. **Date and Time of Next Meeting**

The next monthly meeting of the Parish Council will take place on Wednesday 16 June 2021 at 6.00pm.