AG E N D A
Ordinary Meeting of Bowes Parish Council on
Tuesday 10 November 2026 at 7.30pm at Bowes Hutchinson's School

1. **Apologies and declarations of interest** – if any.

2. **Minutes** of the Annual General Meeting held Tuesday 20 October for approval. See **Appendix A**.

3. **Actions arising from the previous meeting** (unless dealt with later in agenda)
The Chair will provide an update on his discussion with a resident who he had asked for help planting flowers at the play park and any further developments in potential co-option. The Clerk will provide an update on the Council's application to amend the bank mandate and the response to consultations discussed at the last meeting.

4. **Finance & Accounts – See summary below**

(a) Receipts since last meeting
£162.50 Allotment rents (to date of drafting agenda)
£112.01 Investment Interest (October)

(b) Expenses since last meeting
£135.00 Grass-cutting (1 cut, 1 more anticipated) – Toward
£70.00 Allotment rent increase – Youngs RPS
£57.60 Cemetery training course – SLCC
£11.99 Email accounts DD (October) – Hugo Fox
£7.00 Bank Charges (October)

(c) Payments to approve at the meeting – £158.00 Finance training course (from training budget) – SLCC

(d) Retrospective approval of urgent payments – all the expenses at (b) above were approved at the October 2026 meeting, or in the case of bank and email charges are monthly contractual payments.

(e) Budget Monitoring to 31 October 2026 (month 7)
See **Appendix B** for receipts and payments at month 7 of 2026/27 compared with the profiled budget. This indicates a 5% (£2,061) underspend against the profiled budget.
Once the Council has received quotes for the cemetery tree work (see 7 below) the Clerk will assess if a small underspend is likely. Until then, the Clerk still forecasts a break-even outturn leaving reserves at £38,500 in line with the approved 2026/27 budget.

(f) See **Appendix C** for the bank reconciliation at 31 October (month 7). This shows the balances on the Unity Trust bank accounts (£11,538) reconcile to the cash book with one reconciling item – an uncashed allotment rent cheque for £6.25. It also shows the £32,000 long-term investment with Redwood Bank as a memorandum item.

5. **Planning**
There have been no planning applications within the Bowes Parish Council boundaries since the previous meeting. However, Durham County Council have informed the Council that a previous application has been approved relating to alterations to access at West Byre.

6. **Correspondence**
(a) Durham County Council have informed the Clerk that a meeting of the Teesdale Area Network is taking place at the Witham, Barnard Castle on 12 November. Any resident wishing to raise

concerns or share ideas for the Local Area Network Plan is invited to drop-in between 2pm and 6pm.

(b) CDALC have sent the Clerk slides for a presentation given by Durham County Council's Planning Manager on the Planning and Infrastructure Act 2025, which has just come into effect. The key changes are that householder planning applications will now be considered by planning officers rather than committees of elected members and other applications may be considered by planning officers or the Planning Committee contingent on a decision by the Chair of the Planning Committee.

7. Cemetery & Village maintenance

Updates will be provided at the meeting and agreement sought to send a common specification for cemetery tree and shrub work to three interested contractors for contract award at the meeting on 8 December 2026, with the work to be delivered within two months of appointment.

8. Allotments

The Clerk will provide an update on the collection of 2026/2027 allotment rents at the meeting and the Council will approve action in respect of unpaid rents in accordance with the allotment policy.

9. Play Park

To consider the latest inspection sheet for the playground.

10. Footpaths

Cllr White to update the Council on his discussion with the contractor for the P3 footpath works for 2026/27.

11. Reserves Strategy

The Council are asked to consider the report at **Appendix D** including the four recommendations relating to reserves policies and the re-allocation of the cemetery extension reserve to a new playground replacement reserve. This reserves strategy will inform 2027/28 budget setting.

12. AOB (for discussion only)

13. Date, time, and venue of the next meeting

The Council agreed a 2026/27 meeting timetable at the Annual General Meeting in May 2026. The next meeting is scheduled for 8 December 2026.

Exclusion of the Press and Public

To consider and resolve the agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies Admissions to Meetings Act 1960 for matters appertaining to confidential information.

14 To approve the 2027/28 Salary Budget

In accordance with financial regulations the salary budget should be agreed in advance of the full budget and precept scheduled for consideration at the December 2026 meeting. This will need to reflect the expected pay award for 2027/28.