



**THE MINUTES OF THE ORDINARY MEETING OF
THE HEALEYFIELD PARISH COUNCIL
HELD THURSDAY 28 JULY 2022**

Present: Cllr. A Pearson (Chair)

Cllr. J Robson, Cllr. A Wallace, Cllr. D Dixon
Cllr. A Hird, Cllr. K Spencer, Cllr. W Todd

Durham County Cllr. M McGaun

L Standish (Clerk and Responsible Financial Officer)
I Robson (Clerk and Responsible Financial Officer)

1. **Apologies for Absence:**
County Cllr. D. Oliver

2. **Declarations of Interest:**
None

3. **Public Participation:**
None

4. **Chairman's Report:**
The Chairman thanked Lisa Standish for the work she has done as Parish Clerk over the past 2.5 years and wished her all the best for the future. The Chairman advised that following a period of advertising for over a year to fill a councillor vacancy, an application has been received and a successful interview performed to fill that vacancy by co-option and welcomed the new councillor to the parish council.

Item 18 was taken next to allow the new councillor to take part in the meeting.

5. **Confirm Minutes of Ordinary Meeting:**
It was **Resolved** that minutes of the ordinary meeting held on 30 June 2022 be accepted as a true and correct record.

6. **County Councillor Report:**
County Cllr. Michael McGaun provided an update on the following areas:

- a. Overgrown trees near Speed Visors – will be addressed by the 10th August.

- b. Final part of the sale of the new DCC HQ building has completed following the change of use from Office Building to Educational establishment.
- c. Fly-tipping Castle Hills – County Cllrs speaking with landowner, Persimmon, to identify if permission to fly tip has been granted.
- d. County Cllr. D Oliver has sent a response to Cllr. Pearson’s ‘Cost of Living’ question from the previous meeting. Cllr. Pearson to circulate around members.
- e. County Cllr. M McGaun reminded members that funding is available to be applied for.

Questions to County Councillors:

- f. Cllr. Pearson reminded County Cllr. McGaun about the trees which are obscuring the Rowley Baptist sign.

7. **Correspondence:**

- a. 08/07 Letter received from a resident expressing interest in joining Healeyfield Parish Council.
- b. 11/07 Email received from CDALC regarding spreading cost of elections in May 2025 over several precept years as cost of printing and postal votes is increasing.
- c. 12/07 Email from a resident thanking the council for the seat beside the entrance to Whitehall car park.
- d. 12/07 Letter received from Durham Hospitals Radio requesting grant aid. It was **Resolved** that the applicants should be advised of the Grants & Donations policy and associated application process.

8. **Finance:**

- a. Accounts for Payment – July
 - i. Castleside Primary School - Jubilee mugs - £390 – Cheque received
- b. Items over £100
 - i. SLCC Enterprises (reimburse Ian Robson) - £144.00
 - ii. RB Tree and Landscapes Ltd - £852.00
 - iii. Grounds Maintenance Specialists Ltd - £2,940.00
 - iv. S. L. Garden - £225.00

of which £632.00 can be reclaimed in VAT.

- c. Account Balance Summary Update – July
 - i. Within budget on reconciliation
 - ii. Bank Statement - £27,837.78
 - iii. Less uncleared payments - £7,687.47
 - iv. Balance - £20,150.31
- d. The missing invoice from St John Ambulance has been received and the cheque sent. A second invoice was received and is being dealt with via a credit note.
- e. Reaction Fireworks have requested a replacement cheque. Pending verification of issues with initial cheque.

- f. A-Byte have suggested moving to Direct Debit payment.
It was **Resolved** to initiate the Direct Debit process for the A-Byte payment.

It was **Resolved** that the accounts be approved for payment however, the cheques for Ground Maintenance Specialists Ltd & RB Tree & Landscapes Ltd to be held until the work performed is of a satisfactory standard.

9. **Bank Signatories:**

As a matter of good practice, due to the relationship between Cllr. J Robson and the new clerk, Mr. I Robson, councillors considered amending the signatories on the parish council bank account.

It was **Resolved** that Cllr. J Robson would be removed as a signatory and replaced by Cllr. A Wallace.

10. **Clerk's Report:**

- a. Contacted RB Tree and Landscapes to arrange grass cutting and strimming, which was done on the 16th of July.
- b. Responded to the resident regarding the 30-mph sign and grass verge between 30 Church Street and Brookside Cottage.
- c. 02/07 Email from a resident reporting two gamekeeper gibbet's within Healeyfield
Contacted DCC for guidance – DCC unable to act under S79 of the Environmental Protection Act 1990 and the Neighbourhood Wardens do not have powers to require the moles to be removed.
- d. Escalated the grass verge between 30 Church Street and Brookside Cottage to DCC Clean and Green. Positive response received, pending further update.
- e. Contacted GMS regarding update on benches and following the completion of the work contacted them regarding the installation issue with Bench 12 and plaques from Bench 2, as advised by Cllr. Wallace.
- f. Contacted DCC regarding Consett Road verge and outstanding response. 3 options received. Agenda Item 15.
- g. Policies approved in June meeting have been published on the Parish Website.
- h. Submitted Neighbourhood Warden report for property reported by a resident as in a state of disrepair.

11. **Planning Applications:**

- a. DM/22/01518/FPA - The construction of a 60ft x 40ft general agricultural building to be used for the storage of agricultural machinery and a workshop.
It was **Resolved** that the council would not comment on this planning application.
- b. DM/22/01795/FPA - Demolition of converted garage, erection of two storey extension and installation of front bay window.
It was **Resolved** that the council would not comment on this planning application.
- c. DM/22/01895/FPA - Proposed single storey 3 bed rural workers dwelling
It was **Resolved** that the council would comment upon this planning application.
- d. DM/22/01976/FPA - First floor side elevation extension
It was **Resolved** that the council would not comment on this planning application.

12. **Outstanding Items:**
None discussed
13. **Parish Paths and Woods Review:**
- a. Stile identified within the Parish Wood which provides access between the Parish Wood and Private Land which was in a state of disrepair.
It was **Resolved** that as the residents of the parish have no access to use the stile that it would not be appropriate to use public money to repair it.
 - b. Proposal submitted to upgrade Parish Wood stiles, which lead onto a farmer's field, to allow residents to allow their dogs to pass through the stile without interfering with, and possibly damaging, the fencing. The proposal also includes some general maintenance to stiles and gates within the Parish Wood.
It was **Resolved** to progress with this proposal as specified and to approach County Councillors with a view to obtaining funding.
 - c. Cllr. Wallace reported he attended the Durham Woodland Revival meeting at Ushaw and met with the Forestry Woodland Officer responsible for the land to the west of the A68. Further meeting to be arranged to discuss funding for the Parish Wood.
It was **Resolved** to support further discussions to explore funding opportunities.
14. **Church Street / Watergate Road blockage:**
Councillors considered an email from a resident reporting interruption to the bus service to Castleside due to parked cars preventing buses from turning onto Church Street from Watergate Road.
It was **Resolved** to approach Go North East to determine their view and any metrics they have regarding this matter and then to liaise with Durham County Council.
15. **Consett Road verge:**
Councillors considered the response from Durham County Council regarding 3 options for tidying the verge on Consett Road.
It was **Resolved** that as the verge belongs to Durham County Council Highways the request was made for County Cllr. M McGaun to speak to Highways about adding this piece of work to their list of work for inclusion in budgeting.
16. **Autumn Festival:**
Councillors received a report from Cllr. J Robson regarding preparations and planning for the Autumn Festival.
It was **Resolved** that preparations and planning should continue and in October's meeting members would evaluate the 2022 Autumn Festival and determine what to do for the 2023 Autumn Festival.
17. **Civil Emergencies Plan:**
Councillors received a report from Cllr. A Wallace regarding the Civil Emergencies Plan which is currently under production.
It was **Resolved** that the Civil Emergency Plan production continues.
18. **Appointment of new Councillor:**
Following a successful interview, the recommendation is to appoint Mr. W Todd to fill the vacant councillor position by co-option.

It was **Resolved** to co-opt Mr. W Todd as a member of Healeyfield Parish Council.

19. **Policy Review:**

- a. The following documents were reviewed:
 - i. Grievance & Disciplinary Policy
 - ii. Equal Opportunities
 - iii. Public Participation Policy
 - iv. Standing Orders

It was **Resolved** that the above documents are approved subject to some minor presentational amendments.

20. **Date of Next Ordinary Meeting:**

It was **Resolved** that the next meeting will be held on Thursday 29th September at 7pm in Castleside Village Hall.

21. **Confidential Items**

None

Signed Cllr A Pearson Chair of the Council