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Clerk: Mr Ian Robson - Tel: 07999 985 548

THE MINUTES OF THE ORDINARY MEETING OF HEALEYFIELD PARISH COUNCIL HELD THURSDAY 28th NOVEMBER 2024

Present: Cllr. A Pearson (Chair), Cllr. J Robson, Cllr. K Spencer, Cllr. A Wallace
and Cllr. K Piggott.

County Cllrs. M McGaun & D. Oliver

Mr. I Robson (Clerk)

The Chairman opened the meeting at 7.02 p.m.

1. Apologies for Absence

None received

2. Declarations of Interest

None received

3. Agree minutes of the previous meeting

It was **Resolved** that the minutes of the Ordinary Meeting held on 7th November 2024 be accepted as a true and correct record.

4. Public Participation

1 member of the public was in attendance.

5. Chair's Report

The Chair reported that the Remembrance Day parade and service, held on the Sunday 10th November, was attended by c. 120 people and was well received by all who attended. It is hoped that the piper will be available for next year's parade.

The Chair thanked all those who helped erect the pyramid, the poppy net display and the Christmas lights for the lighting event, which took place immediately before this meeting.

6. County Councillor Report

County Cllr. McGaun provided a report on Durham County Council matters to the Parish Council.

- Thank you for Remembrance Day from the County Councillors. What is done in Healeyfield is special and well thought of.
- £11m funding from NE Authority allocated to Net Park project to encourage new businesses.
- Housing needs to be discussed at cabinet to support central government survey.
- £25m invested in Towns & Villages fund following additional £11.5 m added
- Durham Town Hall closed for next 8 months. Expected to open between Easter and Summer.

- Shop closed in Chester-Le-Street for selling illegal tobacco and vapes – DCC clamp down campaign continues.
- Sniperly Park & Ride reopened fully.
- Carers urged to check benefits they are entitled to.

County Cllr. Oliver advised that budget allocations are being discussed, which is relevant to local projects within the ward.

It was **Resolved** to receive the County Councillors report with thanks.

7. Correspondence

- a. CDALC – North East Mayor’s Transport Plan Consultation.

It was **Resolved** that a response should be sent on behalf of the Council containing the following points:

- Suggestion of a limited stop bus in both directions, between Consett and Gateshead Interchange, at peak times.
- Regular occurrence that the Castleside - Durham bus does not turn up in Castleside. This bus is relied upon for school/college transport for several residents.

It was **Resolved** to also raise the second item above directly with Go North East.

- b. Resident – Flooding on road near Castleside Picnic Site

Further correspondence with the resident to confirm the following from DCC, ‘The gullies have been cleansed and jetted and the drainage in this area is now working correctly and no further action is required at this time’. A telephone number has been shared with the resident to advise DCC of any future flooding.

It was **Resolved** to receive the correspondence.

8. Clerk’s Report

- a. The clerk reported the following:

- Following the publication of the Notice of Vacancy due to the resignation of Adrian Hird, DCC has confirmed that no requests were received to hold an election so the parish council can proceed with co-option to fill the vacant seat.
- Clerk has taken over the fortnightly Defibrillator checking from Adrian Hird.
- DCC reports it has cleansed the layby near Rose Cottage following our report in August 2024.
- Clerks back pay calculated following pay award.
- Lloyds Bank to levy charges on Treasures Account from 14th January 2025.

It was **Resolved** to maintain the existing account and to monitor the charges going forward.

- Royal Garden Party 2025 nominations are open.

It was **Resolved** to nominate Cllr. A Pearson for his long service as Chair of the Parish Council.

It was **Resolved** to receive the Clerk’s report.

- b. Matter for Information

It was **Resolved** to receive the updates provided.

9. Finance

a. Accounts for Payment

Income					
Ref	Date	Description	Supplier	Budget Category	Amount
342	11/11/2024	Interest Gross	Instant Access Account	Bank Interest	-£ 18.96

Payments							
Ref	Date	Description	Supplier	Budget Category	Net	VAT	Total
337	01/11/2024	Storage	Grove Methodist Church	Donations	£ 100.00	£ -	£ 100.00
338	03/11/2024	Troughs, barrels & fountains	P Snowdon	Grounds Maintenance	£ 624.95	£ -	£ 624.95
339	05/11/2024	Meeting Room extension	Castleside Village Hall	Administration	£ 10.00	£ -	£ 10.00
340	05/11/2024	Cable Ties - Christmas Lights	GOCABLETIES LIMITED	Grounds Maintenance	£ 10.82	£ 2.17	£ 12.99
341	14/11/2024	Remembrance Road Closure	Beacon Traffic Management Ltd	Parish Events	£ 275.00	£ 55.00	£ 330.00
346	21/11/2024	Website & Email Setup and annual support	WJP Software Limited	Administration	£ 1,347.00	£ 269.40	£ 1,616.40
		Staff Costs					
343	28/11/2024	Staff Costs - Nov & Dec 24		Staff Costs	£ 1,209.95	£ -	£ 1,209.95
344	&						
345	26/12/2024						

It was **Resolved** to approve the accounts for payment for November 2024.

It was **Resolved** to, in the absence of a December meeting, to approve the staff costs for December 2024 with a payment date of 26th December 2024.

It was **Resolved** to, in the absence of a December meeting, to approve the payment to WJP Software subject to successful delivery of the new website and email addresses.

b. Financial Regulations, para 2.2 report

In accordance with Financial Regulations, para 2.2, after the previous meeting, Cllr. J. Robson verified, and signed, the bank reconciliations with no exceptions noted.

It was **Resolved** to receive the report.

10. Planning Applications

No planning applications received.

11. Parish Event Planning

a. VE Day 80th – Thursday 8th May 2025

It was **Resolved** to submit a grant application to assist with funding this event using quotations received to-date.

b. Determine dates for 2025 events

It was **Resolved** to set, and advertise, the following dates for 2025 events:

- Litter Pick – Sat 12th April
- VE Day celebration – Saturday 10th May
- Castleside Show - Saturday 16th August
- Remembrance Parade & Service – Sunday 9th November
- Christmas Light Switch-on – Thursday 27th November

12. 2024/25 Budget & Precept setting

It was **Resolved** to approve the budget and set a precept for 2025/26 of £15,476.00. This equates to a Band D charge of £29.88, a 10.00% rise on last year's precept.

13. Parish Council Meeting dates 2025

It was **Resolved** to set the meeting dates for the last Thursday of each month, with the following exceptions:

- May – Thursday 15th – to comply with election timelines.
- August – No meeting
- December – No meeting

14. Community Emergency Plan

Cllr. Wallace updated the Council on the status of the Community Emergency Plan. Cllr. Piggott has agreed to assist with closing out the preparation of this plan.

It was **Resolved** to receive Cllr. Wallace’s update and to thank Cllr. Piggot for assisting with this plan.

15. Date of the next Ordinary Meeting

It was **Resolved** that the date and time of the next meeting is **Thursday 30th January 2025.**

Meeting ended at 8.01 pm

Chair

Date