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THE MINUTES OF THE ORDINARY MEETING OF HEALEYFIELD PARISH COUNCIL HELD THURSDAY 27th MARCH 2025

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

The Chairman opened the meeting at 7.13 p.m.

1. Apologies for Absence

None received.

2. Declarations of Interest

Cllrs. Piggott, Spencer & Robson declared an interest in item 12 as members of the Women's Institute.

3. Agree minutes of the previous meeting

It was **Resolved** that the minutes of the Ordinary Meeting held on 27th February 2025 be accepted as a true and correct record.

4. Public Participation

No members of the public were in attendance.

5. Chair's Report

The Chair reported an exceptionally quiet month and reminded Councillors of the deadline for submitting nomination forms for the upcoming local elections.

6. County Councillor Report

County Cllr. M McGaun reported upon the following:

- Food waste collection period extended
- Durham Brass Festival (Sun 13th to Sun 20th July)
- Bishop Auckland Food Festival (Sat 12th & Sun 13th April)
- Big Spring Clean launched by DCC – runs to 5th May.
- Taxi Checks extended for another month
- World Oral Health Day – DCC raising awareness among families.
- First World War 'Fighting Bradfords' medals to be displayed in new DLI museum.

7. Correspondence

- a. CDALC & Durham AAP– New Parish Council groupings as Local Networks

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

- b. Durham County Council Rights of Way Officer - Parish Paths funding is now available for 2025/26.

It was **Resolved** to add this item to the agenda of the next meeting.

- c. Castleside Village Hall – Request for a date for the removal of old parish photographs from a cupboard within the Village Hall.

It was **Resolved** to respond to the Village Hall that the council are in the process of obtaining storage facilities to facilitate the move of the photographs.

8. Clerk's Report

- a. The clerk reported the following:

- 3-year Council Insurance deal expires in June 2025 – Quotations to be obtained in April for discussion at next meeting.
- Defibrillator was accessed but not used on Friday 14th March.
- HP Instant Ink – Price increase to £6.49 from 26th April 2025.
- Cenotaph photographs added to website on Parish Heritage page.
- Section 137 expenditure limits for 2025/26 increased to £11.10 per elector.
- Increase in clerk salary spine point from 1st April.
- Working Groups information and limitations
- Election Process timeline

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

Bank Balances - Community Account	£ 87.54
Instant Access Account	<u>£ 16,000.00</u>
Total	£ 16,087.54

Income

Ref	Date	Description	Supplier	Budget Category	Amount
375	10/03/2025	Interest Gross	Instant Access Account	Bank Interest	-£ 12.14
378	11/03/2025	Credit Note for 377 (A4 Dividers)	West Ends Stationers limited	Administration	-£ 27.90

Payments

Ref	Date	Description	Supplier	Budget Category	Net	VAT	Total
369	11/03/2025	Disco Hire Deposit	Gary McCluskey	Parish Projects	£ 25.00	£ -	£ 25.00
370	04/03/2025	A4 Punched Pockets	Amazon Services Europe S.a.r.L. UK Branch	Administration	£ 18.32	£ 3.66	£ 21.98
371	03/03/2025	PC Working Group Mtg - 13/05/25	Castleside Village Hall	Administration	£ 20.00	£ -	£ 20.00
372	03/03/2025	Warm Hub - Nov & Dec 24	Castleside Village Hall	NPG - 4.5 Warm Community Location at Castleside VH	£ 299.51	£ -	£ 299.51
373	06/03/2025	Ergo file 4 prong folders	Rahmqvist UK Ltd	Administration	£ 70.96	£ 14.19	£ 85.15
374	18/03/2025	Account Charge	Community Account	Administration	£ 4.25	£ -	£ 4.25
376	27/02/2025	HP Instant Ink	HP Instant Ink	Administration	£ 4.57	£ 0.92	£ 5.49
377	09/03/2025	A4 Dividers x 2 (CN issued - 378)	West Ends Stationers limited	Administration	£ 27.90	£ -	£ 27.90
379	24/03/2025	A4 Dividers	Morgan's Direct	Administration	£ 9.99	£ 2.00	£ 11.99
Staff Costs							
380		Staff Costs - February 2025		Staff Costs	£ 527.80	£ -	£ 527.80
381							

It was **Resolved** to approve the accounts for payment for March 2025.

10. Planning Applications

- a. DM/25/00444/FPA - Woodlands Park Farm, Woodlands Park, Consett, DH8 9EZ
Single storey extension

It was **Resolved** to make no comment on this application.

11. Parish Event Planning

- a. Litter Pick – Saturday 26th April 2025

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

- b. VE Day 80th Celebration – Saturday 10th May 2025

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

- c. Castleside Show

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

12. Castleside Women's Institute Donation Request

It was **Resolved** to donate £70 to Castleside WI to support their 100th year celebrations.

13. Documentation Review

- a. Publication Policy

It was **Resolved** to adopt the policy as presented.

- b. Complaints Procedure

It was **Resolved** to adopt the policy as presented.

14. Review Membership of CDALC (incl. NALC) & SLCC

It was **Resolved** to retain membership of CDLAC & SLCC for the coming year.

15. Date of the next Ordinary Meeting

It was **Resolved** that the date and time of the next meeting is **Thursday 24th April 2025**.

Meeting ended at 8.44 pm

Chair

Date