



**THE MINUTES OF THE ANNUAL GENERAL MEETING OF  
THE HEALEYFIELD PARISH COUNCIL  
HELD ON THURSDAY 26 MAY 2022**

Standing Order suspended, all in favour to move on from the Annual Meeting of Electors Meeting which ended at 7.14pm to the Annual General Meeting scheduled for 7.15pm

Present:

Councillor A. Pearson (Chair)

Councillors J. Robson, A. Wallace, A. Hird, K. Spencer

Councillor D Oliver

L. Standish (Clerk and Responsible Financial Officer)

1. Apologies for Absence  
Councillor Dixon and Councillor McGaun forwarded apologies for absence, both due to ill health.
2. Declarations of Interest  
Councillor J Robson declared an interest in item 18, clerk vacancy.
3. Public Participation  
None
4. Appointment of Chairman for April 2022/2023  
It was **RESOLVED** that Councillor A Pearson be hereby appointed Chair for the ensuing municipal year ending May 2023. The declaration of acceptance of office to be signed at June's meeting.
5. Appointment of Vice-Chair  
It was **RESOLVED** that Councillor J Robson be hereby appointed as Vice Chair for the ensuing municipal year ending May 2023.
6. Code of Conduct for Parish Councillor's  
The code of conduct has recently been updated. It was **AGREED** to accept the updated version with a couple of minor adjustments, to be signed at June's meeting.
7. Confirm Minutes of the Annual General Meeting 20 May 2021  
The minutes of the previous Annual General Meeting held on 20 May 2021 were **RESOLVED** as a true record.
8. Confirm Minutes of the Ordinary Meeting held on 28 April 2022  
The minutes of the previous Ordinary Meeting held on 28 April 2022 were **RESOLVED** as a true record.
9. Chairman's Report  
The Chairman thanked those who organised and attended the annual litter pick, including parish councillors, county councillors and local MP Richard Holden. The Chairman announced that MP Richard Holden will also light the beacon 2<sup>nd</sup> June, thanks were given to everyone in the planning of the jubilee celebrations.
10. County Councillor's Report  
Councillor Oliver announced, following the local authorities Annual General Meeting yesterday, that a new chairman of the council has been elected and new vice chairman have been elected. There have been very few other changes and the leader of the council remains the same. The County

Culture Bid winner will be announced on The One Show Next Wednesday. Councillors have been working with the Traffic Assets Team with regards to the A68 junction, with regards to improving signage and clearer stop signs. Councillors also visited residents regarding road issues around Maudville and will try to improve access at the junction by means of more signage.

The national trial of noise cameras was discussed, MP Richard Holden is advertising this on his Facebook page. This is only a small trial but councillors are hoping to nominate the A692 around Moorside/Castleside. Councillor Oliver will update the parish when more information is received. Councillors also discussed the neighbourhood speed watch programme for other areas of concern. Councillor Oliver advised that he requested further details from the procurement team regarding the bus stop issue but is still awaiting a reply.

#### 11. Correspondence

- a. 30.04.22 Email from a resident regarding woodland to the rear of Castlehills. The clerk asked if Councillor Wallace would investigate, who confirmed that he did speak to the resident as the woodland belongs to the Woodland Trust and not the parish council. Councillor Wallace contacted the Woodland Trust and is in the process of arranging a site visit.
- b. 05.05.22 Email From Follow George regarding planning a children's party 14 May in the parish woods. No comment from councillors.
- c. 05.05.22 Email from Durham County Council confirming the CCTV pole has now been removed
- d. 10.05.22 DCC confirmed that they had updated our road closure application times to 8.30-11pm
- e. 10.05.22 The village hall forwarded a schedule of classes to be added to the newsletter
- f. 11.05.22 CDALC forwarded details of a meeting regarding the non-emergency service 101 which will be held tonight, a recording can be found <https://www.youtube.com/user/DurhamPCC>
- g. 17.05.22 Durham County Council chased the AAP application for the Jubilee Grant
- h. 01.05.22 A resident responded to previous correspondence discussed at April's meeting regarding issues around the village. The unoccupied house at 2 Church Street has been empty for a number of years and has previously reported to the Empty Housing Team, Councillor Oliver will chase this with the Local Authority. With regards to the issue of parked cars, unfortunately there is nothing the parish can do and the local authority will do. The roads are not very wide so if the cars parked on the road, it would cause traffic congestion. The parish council has raised this with the local authority on a number of occasions and unfortunately nothing can be done to enforce it. With regards to the plainings, councillors confirmed that this is scheduled to be distributed and moved in the upcoming summer months.

#### 12. Finance

##### A) Accounts for payment

A-Byte monthly subscription has increased £4.56 to £8.40, councillors discussed and agreed to add this to next month's agenda to look in to a new website and email account provider. Councillors Pearson and Robson will contact the bank to increase the monthly standing order. Expenditure over £100 include year 1 of a 3-year insurance contract, the jubilee mugs and two new benches, both of which the VAT can be reclaimed. The cheque for the mugs will not be posted until the goods have been received.

##### B) Account balances summary update

Bank balance = £33,052. less uncleared payments of £4,147 = £28,905

##### C) Notice of Public Rights & Publication of Annual Governance & Accountability Return

The Annual Accounts are still being internally audited, when these have been returned the accounts will be forwarded to the local authority, the deadline being 30 June 2022. The notice will then be available on our website.

#### 13. Clerk's Report

- a. BHIB Insurance have confirmed policy commences 01.06.22 and Gallagher have confirmed that our existing policy will lapse 31.05.22
- b. The benches are ready and the invoiced paid this month, minus £50 delivery fee. The contractor has been advised that they are now ready to collect.
- c. St Johns Ambulance order was confirmed and time updated to 9-11pm
- d. Gms has been contacted and a schedule of work and dates requested.
- e. SAG application needs to be completed "do it online"
- f. Copy of newsletters 2021 still needs to be uploaded to the website

14. Planning Applications  
**Weekly List 03.05.22**  
DM/22/01044/AD  
Various Area In The Derwentside/Chester-leStreet District  
Advertisement consent for the erection of lectern information boards for Northern Saints Trail Lumley, Esh and Witton Gilbert, Lanchester, Pelton Great Lumley, Muggleswick, **Healeyfield**, Lanchester, Esh, Urpeth  
No comment from councillors
- Durham County Council 11.05.22**  
DM/21/103388/OUT Outline consent for Residential development up to 21 units  
Councillor D Oliver emailed 18.05.22 advising this had been withdrawn. Councillors discussed the withdrawal but had no further comments.
- Weekly Planning List 16.05.22**  
DM/22/01393/TPO  
Lincoln House Front Street Castleside Consett DH8 9AR  
Felling of two Sycamore trees - (TPO-DER173)  
Lanchester Healeyfield  
The following comments were emailed to planning 19 May 2022  
As a Parish Council we are keen to see that existing trees in the village remain and are maintained to a safe standard. As with previous applications from this property to undertake tree work, can we ask that this application is reviewed by the DCC Arboriculturist.  
This was ratified by councillors with one abstention.
15. Outstanding Items  
It was agreed that this item be deferred to next month's meeting
16. Parish Woods and Woods Review  
Councillor Hird advised that a large fallen tree needs to be cut in to smaller moveable sections has also damaged a barbed wire fence. A contractor has been approached and can complete the works in a day for approximately £300, removing the tree and stapling back the barbed wire. The wood will be left to decompose naturally, unless otherwise requested to remove by the farmer. Councillor Pearson requested that a scope of works be forwarded to another contractor for a price comparison.
17. Queens Jubilee Review  
The publication leaflets have now been printed and distributed to all homes within the parish, outlining all the planned events. Councillor Pearson gave thanks to all those who helped to distribute them.  
  
Councillors discussed each day's events confirming meeting times councillors will meet to oversee each day's activities. The programme and sequence of events were confirmed for each day. It was highlighted that a risk assessment was still required for Sunday's event from the village hall.
18. Clerk Vacancy  
The post was widely publicised via Northeast Jobs, Healeyfield's website, CDALC and Durham Intranet but only one application was received that met the required criteria and deemed appropriate. The applicant was interviewed prior to this evening's meeting by councillors, councillor Robson abstained from all proceedings. One character reference was received and another applied for but no response has been received as yet. It was agreed to appoint the applicant and with effect from next month's meeting scheduled 30 June be salaried.
19. WW1 Board  
It was **AGREED** to carry this item on to next month's agenda.

20. Date of Next Ordinary Meeting  
Thursday 30 June 2022 at 7pm

Conclusion of meeting at 21:03

Signed ..... Cllr A Pearson Chair of the Council