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THE MINUTES OF THE ORDINARY MEETING OF HEALEYFIELD PARISH COUNCIL HELD THURSDAY 6th NOVEMBER 2025

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

The Chairman opened the meeting at 7.00 p.m.

1. Apologies for Absence

None

2. Declarations of Interest

None

3. Agree minutes of the previous meeting

It was **Resolved** that the minutes of the Ordinary Meeting held on 11th September 2025 be accepted as a true and correct record.

4. Public Participation

One member of the public was in attendance and commented upon an item of correspondence regarding Irthingvale Farm.

5. Chair's Report

The Chair reported that it had been a quiet month.

6. County Councillor Report

County Cllr. D Haney reported the following:

- New date for Shotley Bridge Hospital of 2030
- A68 Rowley being treat as a speeding complaint
- Invited Parish Councillors to Christmas Event on 15th December 3pm-5pm at St John's Church Hall.

It was **Resolved** to accept the County Councillors report and to thank County Cllr. Haney for the installation of new fences at the top of Rowley Bank.

7. Correspondence

The following correspondence was presented.

a. Resident – Irthingvale Farm

It was **Resolved** to thank the resident for their correspondence and to reaffirm the Parish Council's continued intention to support the retention of affordable housing for rural agriculture workers within the parish.

b. Citizen – County Durham Red Squirrel Initiative

It was **Resolved** to invite the representative to the January meeting to give a short presentation.

c. Resident – Parish Wood damaged perimeter fence

It was **Resolved** that Councillors would perform an inspection of the Parish Wood perimeter to identify the work required.

8. Clerk's Report

The clerk reported on the following items:

- a. Remembrance Day Parade - road closure
- b. Remembrance Wreath donation
- c. Council Tax Base information delay
- d. Information Commissioner fee to be collected in early December
- e. Employers National Insurance

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

9. Finance

a. Accounts for Payment

Ref	Payee	Description	Amount
445	Amazon	20w Floodlight	£14.99
446	Amazon	50w Floodlight	£29.99
447	Castleside Village Hall	Room Hire	£10.00
448	HP Instant Ink	Printer Subscription	£4.49
449	The Nurseries	Village Bulbs	£35.00
450	Amazon	A4 Printer Paper	£21.49
451	MK Print Solutions	Newsletter Printing	£308.00
452	SLCC	SLCC Membership	£150.00
453	J Robson	Scarecrow Cup engraving	£5.00
454	Lloyds Bank	Account Charge	£4.25
455	HP Instant Ink	Printer Subscription	£4.49
456 / 457	Staff Costs		£553.70
459	Royal British Legion	Wreaths 2024 & 2025	£60.00
		TOTAL	£1,201.40

b. Bank Balances -	Community Account	£ 961.25
	Instant Access Account	<u>£ 24666.20</u>
	Total	£ 25,627.45

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

It was **Resolved** that no new projects were to be added to the draft budget, and that the clerk should present the budget for approval at the next meeting.

10. Planning Applications

- a. DM/25/02718/FPA - The construction of a 6.096m x 13.71m steel portal framed agricultural building with stone lower walls and Yorkshire boarded upper walls.

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

11. Parish Event Planning

- a. Remembrance Day Parade & Service – 9th November 2025
Cllr. Pearson provided an update regarding the planning for the event.

It was **Resolved** to receive the update from Cllr. Pearson.

- b. Christmas Light Switch-On – 27th November 2025

Cllr. Pearson reported that the installation of the electrics to power the lights had been completed by the electrician on 6th November.

The Clerk advised the lights will be installed on the tree on Monday 10th November by Oliver's Tree Services, and the clerk will collect the lights from Grove Methodist Church on Friday 7th November.

It was **Resolved** to receive the updates from Cllr. Pearson and the Clerk.

- c. Castleside Village Festival – September 2026

It was **Resolved** to receive the update from various councillors.

12. Documentation Review

- a. HFPC Agenda Protocol
- b. HFPC Correspondence Protocol
- c. HFPC Minutes Protocol

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

13. 2026 Meeting Dates

The meeting dates for 2026 were discussed and identified as below:

29 th Jan	26 th Feb	19 th Mar	30 th Apr	21 st May	25 th Jun
23 rd Jul	Aug: No meeting	24 th Sep	22 nd Oct	3 rd Dec	Dec: No meeting

It was **Resolved** to approve the above as the meeting dates for 2026.

14. Flower Tub Locations

The Clerk reported that they had contacted the potential new locations and positive responses had been received. Branding of existing and new flower tubs was also discussed.

It was **Resolved** for councillors visit both sites to determine the appropriate flower tub(s) to be installed and discuss with the location contacts.

It was **Resolved** for the clerk to obtain quotations for branding which can be fixed to the flower tubs and stone troughs.

15. Women’s Institute Seat

This seat, which is owned by the Parish Council, has been damaged recently and needs repair.

It was **Resolved** that Cllr. Wallace would engage with Marmax to obtain a quotation for the repair

It was **Resolved** that Cllr. Wallace is authorised to approve the repair up to a limit of £500.

16. Date of the next Ordinary Meeting

It was **Resolved** that the date and time of the next meeting be **Thursday 27th November 2025 at 7pm in Castleside Village Hall.**

Meeting ended at 8.39 pm

Chair Date