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Clerk: Mr Ian Robson - Tel: 07999 985 548

**THE MINUTES OF THE ORDINARY MEETING OF  
THE HEALEYFIELD PARISH COUNCIL  
HELD THURSDAY 7<sup>th</sup> NOVEMBER 2024**

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

The Chairman opened the meeting at 7.00 p.m.

**1. Apologies for Absence**

County Cllr. D. Oliver

**2. Declarations of Interest**

Cllrs. Wallace & Piggott declared that they are consultee's regarding the planning application to be discussed (item 10), due to the proximity of their properties to the location.

**3. Agree minutes of the previous meeting**

It was **Resolved** that the minutes of the Ordinary Meeting held on 26<sup>th</sup> September 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 thanked Councillors for their flexibility in delaying the meeting by one week. The Chair reported the following:

A successful meeting was held with St John's Church during October regarding the poppy net installation.

The resignation of Adrian Hird as a parish councillor was received during October. The whole council joined the Chair in thanking Adrian for his many years of service as a councillor.

The Chair also reported that Ann Scott, who received the Freedom of the Parish in 2023, sadly passed away on Tuesday 5<sup>th</sup> November.

**6. County Councillor Report**

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

- DCC is continuing to cut down on single-use plastics
- Two scams are active at present, one regarding bar codes on parking machines and the other is regarding fake dentists taking online pre-payment whilst claiming to be established in a real, existing, dental practice.
- The plans for the replacement of Area Action Partnerships (AAP) with Local Networks have been produced. Additional information to follow.
- There has been a crack down on the sale of illegal good, e.g. vapes, with a shop closed in Framwellgate.
- Next year is an election year – 1<sup>st</sup> May 2025.

Cllr. Wallace asked if the Local Networks will have similar funding to the AAP's. Cllr. McGaun advised that they would.

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

## 7. Correspondence

- a. Resident x 2 – Comments regarding the planning application to be discussed in item 10.

It was **Resolved** to consider the comments during the above agenda item.

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

It was **Resolved** for the clerk to raise the issue with DCC to request details of the work which has, or will be, performed to address the flooding.

## 8. Finance

- a. Accounts for Payment

Income						
Ref	Date	Description	Supplier	Budget Category	Amount	
325	11/10/2024	Grant for Stile Maintenance	Durham County Council	Parish Wood Maintenance	-£	520.00
336	09/10/2024	Interest Gross	Instant Access Account	Bank Interest	-£	18.55

Payments							
Ref	Date	Description	Supplier	Budget Category	Net	VAT	Total
323	17/09/2024	Extraordinary Meeting Room Hire	Castleside Village Hall	Administration	£ 20.00	£ -	£ 20.00
324	26/09/2024	HP Instant Ink	HP Instant Ink	Administration	£ 4.57	£ 0.92	£ 5.49
328	02/10/2024	SLCC Membership Fee	SLCC	Subscriptions	£ 112.00	£ -	£ 112.00
329	14/10/2024	Hosted Exchange Email account	A-Byte Computer Solutions Ltd	Administration	£ 7.00	£ 1.40	£ 8.40
330	16/10/2024	Grass Cutting & Strimming	RB Tree & Landscapes Ltd	Grounds Maintenance	£ 740.00	£148.00	£ 888.00
331	21/10/2024	Parish Wood - Title register and title plan	Land Registry	Administration	£ 6.00	£ -	£ 6.00
332	26/10/2024	HP Instant Ink	HP Instant Ink	Administration	£ 4.57	£ 0.92	£ 5.49
335	30/10/2024	2024 Newsletter - Design & Printing	MK Print Solutions	Newsletter	£ 765.00	£ -	£ 765.00
		<b>Staff Costs</b>					
333	30/10/2024	Staff Costs - September 24		Staff Costs	£ 505.75	£ -	£ 505.75
334							

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

- b. 2025/26 Draft Budget Review

The clerk presented the draft budget to the council who reviewed it and provided feedback to the Clerk.

It was **Resolved** that the finalised budget, and calculated precept, be presented to the council in the November meeting for approval.

## 9. Clerk's Report

a. The clerk reported the following:

- National Association of Local Councils (NALC) New Website.
  - Parish Wood Deed – Change of address process and requirements.
  - National government consultation regarding remote attendance and proxy voting at local authority meetings consultation.
  - DCC Public Rights of Way Team – received grant of £520 following completion and inspection of the new parish wood pedestrian gates.
  - ICO Data Protection Fee - £40, to be taken by Direct Debit on, or before, 02/12/2024
- 
- Local Government Pay settlement for 2024/25  
It was **Resolved** to accept and apply the pay settlement.
  - Rowley Bank parking on grass verge, response from DCC that they cannot take enforcement action.  
It was **Resolved** that the clerk contact DCC to further the discussion regarding this.

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

b. Parish Council Meeting Dates 2025

The clerk presented the proposed dates for next year's meetings.

It was **Resolved** for the clerk to clarify the legislation regarding May's Annual Meeting in an election year.

c. New Website\Domain

The clerk presented options regarding the gov.uk domain.

It was **Resolved** for the clerk to request the preferred domain name and email configuration from the new supplier.

d. Matters for Information

It was **Resolved** to defer this item for this month.

## 10. Planning Applications

DM/24/02216/OUT Admiral Taverns

Land To The North Of Horse And Groom, Consett Road, Castleside, DH8 9QQ

Outline application with access for the erection of up to 13no. dwellings (all other matters reserved)

It was **Resolved** to submit a comment on the planning portal regarding the concerns raised & send a letter to DCC Planning department requesting the application is heard by the Planning Committee.

## 11. Parish Event Planning

a. Remembrance Day Parade & Service – Sunday 10<sup>th</sup> November 2024

Cllr. Pearson updated the council on preparations for the parade & service.

It was **Resolved** to receive Cllr. Pearson's report.

- b. Christmas Lighting Event - Thursday 28th November 2024

Cllr. Pearson updated the council on plans and preparations for the event.

It was **Resolved** to receive Cllr. Pearson's report.

- c. VE Day 80<sup>th</sup> – Thursday 8<sup>th</sup> May 2025

It was **Resolved** to defer discussion until the next meeting.

**12. Planting for 2025**

It was **Resolved** to continue with the current provider for 2025.

**13. Date of the next Ordinary Meeting**

It was **Resolved** that the date and time of the next meeting is **Thursday 28<sup>th</sup> November September 2024.**

**14. Confidential Items**

No items were discussed.

Meeting ended at 8.59 pm

Chair .....

Date .....