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THE MINUTES OF THE ORDINARY MEETING OF HEALEYFIELD PARISH COUNCIL HELD THURSDAY 19th MARCH 2026

Present: Cllr. A Pearson (Chair), Cllr. J Robson, Cllr. S Langlands, Cllr. A Wallace and Mr. I Robson (Clerk)

The Chairman opened the meeting at 7.04 p.m.

1. Apologies for Absence

Cllr. K Spencer – It was **Resolved** to approve the absence.

Cllr. K Piggott – Apologies not received

2. Declarations of Interest

None

3. Agree minutes of the previous meeting

It was **Resolved** that the minutes of the Ordinary Meeting held on 26th February 2026 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 advised that the planting contractor had contacted him to advise that due to personal reasons he will be late with the spring planting, however this will be done as soon as practical.

6. County Councillor Report

County Cllr. D Haney provided the following report:

- Full Council meeting next week cancelled by the Administration.
- Reduction in County Councillors neighbourhood budget by 5%.
- Bus services – update regarding route performance and intended improvements.
- Supporting sport events at Castleside Village Hall.
- A68 speeding update provided prior to the meeting.

It was **Resolved** to accept the County Councillors report.

7. Correspondence

The following correspondence was presented.

a. Turners Fun Fairs – Attractions for Village Festival

It was **Resolved** for the clerk to contact Turner Fairs for more information.

b. DCC Rights of Way – Parish Paths Funding Available.

It was **Resolved** to receive the information and note it for agenda item 15.

c. Consett Cycle Festival - The Consett Cycle Festival 2026 is being held this year on Sunday 7th June 2026 in Middle Street / Front Street and Albert Road car park, Consett

It was **Resolved** to advertise the event closer to the time for the benefit of parish residents.

- d. DCC Local Networks - A new, easy-to-use online directory of local organisations, activities, and support services for residents and professionals has been created, <https://www.connectingcountydurham.co.uk/>.

It was **Resolved** to register Healeyfield Parish Council on this directory, and to add the link to the Parish Website.

8. Clerk's Report

a. The clerk reported on the following items:

- Clerk Training in March & April 2026.
- Pension re-enrolment declaration completed.
- Clerk's pay scale increase in April 2026.
- HMRC Direct Debit will be taken on, or after, 20th of the month.

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

b. Matters for Information

- WI Seat – In progress
- Parish Wood Title Deeds – change of address – Ongoing.
- Website population with past events – In Progress
- Old Parish Record Storage – Pending clerk audit and transfer to DCC Storey.
- War Memorial – Cllr. Spencer reported that potential contractors are being approached and a quotation of £360 + vat has been received.

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

9. Finance

a. Accounts for Payment

| Ref | Payee | Description | Amount £ |
|------------|------------------------------|----------------------------|-------------|
| 502 | HP Instant Ink | HP Instant Ink | 6.49 |
| 503 | Community Account | Bank Account Charge | 4.25 |
| 504 505 | Staff Costs | Staff Costs | 574.20 |
| 506 | St John's Church | Meeting Room Hire | 20.00 |
| 508 | Radecal Signs & Grpahics Ltd | 40 x Discs for Flower Tubs | 312.00 |

Bank Balances

| Account | Balance £ |
|-------------------------|------------------|
| Community Account | 959.47 |
| Instant Access Account | 5,613.86 |
| Hinckley & Rugby 45 Day | 13,000.00 |
| TOTAL | 19,573.33 |

It was **Resolved** to approve the accounts for payment for March 2026.

10. Planning Applications

- a. DM/26/00477/FPA - Emma and Joseph Packham and Wildash - 2 Davison Square Castleside

Installation including new side ground floor window, change window to doors, first floor window to front elevation, alteration and increase roof height to front entrance porch and alter existing front door to window.

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

11. Parish Event Planning

- a. Litter Pick

Cllr. Robson provide an update on her conversation with the Headteacher of Castleside Primary School regarding hosting the litter pick at the school and a suitable date.

It was **Resolved** for the Litter Pick to take place on Saturday 25th April 2026 at Castleside Primary School between 10am and Noon.

It was **Resolved** for Cllr. Spencer to contact DCC for loan of the necessary equipment, and for Cllr. Robson to continue to be the liaison with the Primary School.

- b. Castleside Village Festival – September 2026

The clerk provided an update on the progress so far, including responses to invitations to attend, and details of available web analytics to monitor marketing plan effectiveness.

It was **Resolved** to receive the update from the Clerk.

Cllr. Langlands provided an update on the generation of a festival logo and shared some samples. Amendments to the proposed logo were discussed.

It was **Resolved** for Cllr. Langlands to further develop the logo and share future iterations.

12. Meeting Presentation Method Report

The clerk presented the report which outlined the varying options for presenting meeting material, which included Paper Handouts, TV, Projector, Council Owned Tablets and Bring Your Own Device (BYOD), along with the 3-year costs associated with each option.

It was **Resolved** to proceed with paper as the primary method, but councillors are welcome to bring their own device to view the meeting collateral.

13. Future Meeting Location

Cllr. Pearson advised of a conflict of interest as he is a trustee of Rowley Baptist Church which is a potential meeting location under discussion.

The Council discussed the 3-month trial period and agreed it had been successful and that St Johns PCC had been very welcoming.

It was **Resolved** to thank St Johns for their hospitality and for the clerk to enquire if the meeting can continue to be held in the community room.

It was **Resolved** for the meeting costs to be paid in advance for a year of meetings.

14. Flower Tubs

Cllr. Robson provided an update on her meeting with the Headteacher of Castleside Primary School regarding the choice, and location, of flower tub.

It was **Resolved** to approve the quotation for the purchase of two half barrels and one stone trough, and for the clerk to proceed with the purchase.

It was **Resolved** for Cllr. Pearson to investigate options for levelling the location in preparation for the stone trough outside the primary school.

15. Roads, Footpaths & Verges requiring attention

The council discussed areas of the parish requiring attention and it was suggested that a parish survey would be a positive idea.

It was **Resolved** to perform a survey of the parish to collate a list of items to be rectified and to take this forward with the relevant authorities.

It was **Resolved** that Cllr. Pearson will generate a parish map and a proforma for identifying required work.

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

It was **Resolved** to remain as a member of these organisations.

17. Determine contractor for Flower Tubs planting and watering in 2026

It was **Resolved** to retain the current contractor for the next financial year.

18. Date of the next Ordinary Meeting

It was **Resolved** that the date and time of the next meeting be **Thursday 30th April 2026 at 7pm in St Johns Church Community Room.**

Meeting ended at 8.43 pm

Chair

Date