



Email: clerk@healeyfieldparishcouncil.gov.uk
Visit our website at www.healeyfieldparishcouncil.gov.uk
Clerk: Mr Ian Robson - Tel: 07999 985 548

THE MINUTES OF THE ORDINARY MEETING OF HEALEYFIELD PARISH COUNCIL HELD THURSDAY 30th APRIL 2026

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

The Chairman opened the meeting at 7.04 p.m.

1. Councillor Resignation

The resignation of Kelly Piggot as councillor was received on the 12th April 2026. The council notes the resignation and thanks Kelly for her contribution as a councillor.

2. Apologies for Absence

Cllr. Spencer submitted her apologies

RESOLVED To accept the apologies submitted

3. Declarations of Interest

Cllr. Robson declared a non-pecuniary interest in item 8d.

4. Agree minutes of the previous meeting

RESOLVED That the minutes of the Ordinary Meeting held on 19th March 2026 be accepted as a true and correct record.

5. Public Participation

1 member of the public was in attendance and spoke about material changes to the approved planning application behind Wesley Terrace (DM/24/02358/RM).

6. Chair's Report

The Chair thanked all those who organised and took part in the Community Litter pick, which occurred on Saturday 25th April, and expressed special thanks to Castleside Primary School who hosted the event and made everyone feel very welcome.

7. County Councillor Report

County Cllr. D Haney provided the following report:

- Shotley Bridge Hospital Urgent Care Overnight Service is reopening.

RESOLVED To receive, with thanks, the County Councillors report.

8. Correspondence

RESOLVED To receive the following correspondence.

- a. Durham Pride – Invitation to attend Durham Pride Launch Event (14th May)
- b. 2 x Residents – Concerns regarding the development behind Wesley Terrace.
- c. County Durham and Darlington Fire and Rescue Service - asking for support in encouraging residents to take part in their Community Risk Management Plan (CRMP) public consultation
- d. Resident – Parish Council engagement in fund governance

RESOLVED That the clerk attends to the following:

- Write to DCC Planning regarding concerns about the development behind Wesley Terrace, specifically the height, visual impact and potential for graffiti and fly posting, of the 3.5m Consett Road perimeter fence, as well as the changing of land levels\retaining structure between Wesley Terrace and the development.
- Respond to the resident complaining about the development behind Wesley Terrace.
- Post the County Durham and Darlington Fire and Rescue Community Risk Management Plan (CRMP) public consultation information and link on the Parish Council website.
- Respond to the resident regarding the emergency fund to advise that the council is to investigate this further.
- Submit an initial report to the council, at a future meeting, regarding its potential involvement in the emergency fund.

9. Clerk's Report

a. The clerk reported on the following items:

- Clerk Training completed since previous meeting.
- Defibrillator pads replaced.
- Mobile phone purchased.
- Council Insurance Renewal
- Employment Rights Act 2025
- Fly Tipping
- Connecting County Durham – Healeyfield Parish Council added.

RESOLVED To receive the Clerk's report.

b. Ordinary Meeting Dates for early 2027

RESOLVED To confirm the 28th Jan, 25th Feb & 18th Mar as the Parish Council meeting dates for early 2027.

c. Matters for Information – Not discussed

10. Finance

a. Review & Approve End of Year Accounts

RESOLVED To approve the end of year accounts as presented.

b. Review & Approve Asset Register

RESOLVED To approve the asset register as presented.

c. Accounts for Payment

Ref	Payee	Description	Amount £
509	JR Electrical Solutions	St John's Electrical Installation	878.03
511	HP Instant Ink	HP Instant Ink	6.49
512	Turtle Engineering Ltd	Pads for Defibrillator	143.98
513	Community Account	Bank Account Charge	4.25
514	Durham County Council	Precept	-16,190.00
515	Amazon	100 x A4 Punched Pockets Filing	10.99
516	J7 Enterprise Limited	Nokia 110 4G Mobile Phone	31.97
517	Transfer	Instant Access Account	12,000.00
2026-1	St John's Church	Meeting Room Hire	200.00
2026-2	CDALC	CDALC & NALC Subscription	307.03

2026-3	Zurich Insurance	Parish Council Insurance	642.60
2026-4 2026-5	Staff Costs	April Salary	584.67
2026-6	Transfer	Hinckley & Rugby BS	2,000.00
2026-7	HMRC	VAT Refund	-683.19
2026-8	Screwfix	6 x High-vis Vests	23.94

Bank Balances

Account	Balance £
Community Account	5,160.24
Instant Access Account	16,365.96
Hinckley & Rugby 45 Day	13,000.00
TOTAL	34,526.20

RESOLVED To approve the accounts for payment for April 2026.

d. Variable Direct Debit & Standing Order Resolution

RESOLVED To approve the following payments by variable direct debit or standing order, as identified.

- HMRC Payments (DD)
- ICO Annual Fee (DD)
- Grove Church (Storage) (SO)

11. Annual Governance & Accountability Return (AGAR)

a. Review & Approve AGAR Section 2 – Accounting Statements for 2025/26

RESOLVED To approve Section 2 as presented.

b. Approve AGAR Certificate of Exemption

RESOLVED To approve the certificate of exemption.

c. Review & Approve 2026 Financial Risk Assessment document.

RESOLVED To approve the 2026 Financial Risk Assessment document.

d. AGAR Governance Assertion 10 Report

RESOLVED To approve the AGAR Assertion 10 report.

12. Planning Applications

a. DM/26/00618/DRC - Stoneycroft Woodlands Park Farm Woodlands Park Consett DH8 9EZ

Discharge of condition 5 of planning permission DM/25/01963/FPA regarding the bird box

RESOLVED To make no comment on this application.

b. DM/26/00817/DRC - Land To The North Of Knitsley Bridge Knitsley DH8 9EL

Discharge of conditions no. 3 (materials), 5 (cycle storage), 6 (electric vehicle charging), 8 (land contamination scheme), 10 (bike rental and repair), 12 (bat boxes), 13 (tree protection), 14 (sustainability statement) & 15 (sustainable travel plan) pursuant to planning application DM/23/03389/FPA

RESOLVED To make no comment on this application.

13. Parish Event Planning

a. Castleside Village Festival – September 2026

- i. The clerk provided an update.
- ii. Cllr. Langlands provided an update on the event logo.

- iii. Fairground ride costs were shared.
- iv. Funding sources

RESOLVED To receive the updates, and to approve the festival logo for use as shared by Cllr. Langlands.

14. Document Review

- a. Dignity at Work Policy
- b. HFPC-Email-Contact-Privacy-Notice

RESOLVED To approve the documents as presented

15. Flower Tubs

RESOLVED To approve the revised quotation of £598.10 excl. vat, for 3 flower tubs.

RESOLVED To receive the update from Cllr. Pearson regarding groundworks associated with the installation outside Castleside Primary School.

RESOLVED To thank Cllr. Langlands for her offer to arrange for the necessary groundworks to be performed by volunteers.

16. Roads, Footpaths & Verges requiring attention

RESOLVED To receive the update from Cllr. Wallace and to note that surveys will commence shortly.

17. Castleside Gateways Project

RESOLVED To respond to County Cllr. Haney accepting his offer regarding sharing the costs for the replacement of the village 'gates' at the north end of Castleside.

18. Annual Newsletter

RESOLVED To target a publication date of mid-October 2026, and to use the newsletter to review the years events and to advertise the Remembrance Day Parade and Service.

19. Parish Bench Grass Strimming

RESOLVED To receive the update from the clerk.

RESOLVED To approve the purchase of an electric grass strimmer, and associated equipment, to ensure that the grass around parish benches is maintained twice per year.

20. War Memorial Lettering

RESOLVED To approve the quotation and proceed with the work via Cllr. Spencer.

RESOLVED Clerk to write to Rev. Jackson and St Johns PCC advising that the parish council would like to reinstate the lettering on one side of the war memorial and to gather any concerns or requirements.

21. Date of the next Ordinary Meeting

RESOLVED That the date and time of the next meeting be **Thursday 21st May 2026 at 7pm in St Johns Church Community Room.**

Meeting ended at 9.04 pm

Chair

Date