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Clerk: Mr Ian Robson - Tel: 07790 492 384

**THE MINUTES OF THE ANNUAL MEETING OF
THE HEALEYFIELD PARISH COUNCIL
HELD THURSDAY 27th JULY 2023**

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

The Chairman opened the meeting at 7.00 p.m.

1. Apologies for Absence

Cllr. W Todd

It was **Resolved** to accept Cllr Todd's apologies.

County Cllr D. Oliver

2. Declarations of Interest

Cllr. Hird declared an interest in an item of correspondence.

3. Agree minutes of the previous meeting

It was **Resolved** that the minutes of the Special & Ordinary Meetings held on 29th June 2023 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 reported that it had been a quiet month and thanked Cllr's Wallace & Hird for representing Healeyfield Parish Council at Richard Holden, MP, Summer Surgery held in Castleside Village Hall on Tuesday 25th July.

6. County Councillor Report

County Cllr. McGaun provided reported the following to the council:

- Update on the demolition of the existing County Hall.
- Replacement of worn speed signs with Castleside village.

It was **Resolved** to thank County Cllr. McGaun and to receive the report.

7. Correspondence

- a. Email – Resident – Church Street Parking

It was **Resolved** to thank the resident for her Husband's work on the well outside the cemetery, and to advise that an article will be published in the next newsletter regarding Church Street Parking.

- b. Email – Castleside Village Hall – Drivers Dell Refurbishment

Cllr. A Hird left the meeting in relation to his declaration of interest.

It was **Resolved** for the clerk to reply to Castleside Village Hall to request that they submit an amended grant application form to facilitate the PC making a donation based upon the request being for a capital project.

Cllr. A Hird rejoined the meeting.

8. Finance

- a. Accounts for Payment – July

Ref	Date	Description	Supplier	Budget Category	Net	VAT	Total	Notes
169	03/07/2023	Engraved Plaque & Backing Board	908 Ltd	Village Projects	£ 99.50	£ 19.90	£119.40	Chair Authorised
170	14/07/2023	Hosted Exchange Email Account	A-Byte Computer Solutions Ltd	General Administration	£ 7.00	£ 1.40	£ 8.40	
171	27/07/2023	July Salary	I Robson	Salaries	£369.95	£ -	£369.95	
172	27/07/2023	July Salary - Income Tax	HMRC	Salaries	£ 92.40	£ -	£ 92.40	

It was **Resolved** to approve the accounts for payment for July-23.

- b. Responsible Financial Officers Report

Bank Balance - £ 30,580.15

Less uncleared payments - £ 470.75

Cash Balance - £ 30,109.40

The RFO reported that:

- DCC have proposed a reduction in the LCTRS grant payment to Town & Parish Council of 50% phased in over the next two financial years by one of two options. For Healeyfield Parish Council this is expected to reduce the LCTRS grant from the £140 received for 2023/24 to £61 over a two-year period.

It was **Resolved** to receive the RFO report.

9. Clerk's Report

- a. The clerk reported the following:

- Councillor vacancy advertised.
- Defibrillator – 3 reports of possible usage in July.

- DCC is running a consultation on increasing council tax on empty properties and second homes. Closing date 5pm 13th September 2023.
- Updates were received regarding Matters for Information.

It was **Resolved** to accept the Clerks report.

10. Planning Applications

- a. DM/23/01979/VOC - Mr B & Mrs A Hylton

Irthingvale Farm, Outputs Lane, Knitsley, Consett, DH8 9EX

Variation of condition application to remove Condition 6 (agricultural worker's occupancy restriction) pursuant to planning approval 1/1984/0863/48412

It was **Resolved** that the council would submit an objection to this planning application and make a comment in relation to the loss of reasonably priced agricultural workers accommodation within the Parish.

- b. DM/23/02044/FPA - Mr John Thompson

Watergate House, 26 Church Street, Castleside, Consett, DH8 9QW

Raised deck to rear elevation.

It was **Resolved** that the council would make no comment on this application.

11. Parish Event Planning

To discuss and agree items related to the following planned events.

- a. **Summer Newsletter** – June/July

It was reported that articles have been received and production work will commence shortly.

- b. **Autumn Festival** – 24th September

It was **Resolved** to receive and approve the report from Cllr. Robson regarding plans for the event.

- c. **Remembrance Sunday** – 12th November

It was **Resolved** to discuss this item on the September agenda.

12. Freeman Presentation

- a. To discuss and agree arrangements for the Honorary Freeman presentation in August.

It was **Resolved** to arrange for the presentations to be made during the Autumn Festival on 24th September.

13. Church Street, Car Park Chippings

- a. To receive quotes and appoint contractor.

It was **Resolved** to appoint RB Tree & Landscapes to do this work.

14. The Lilacs

- a. To review the situation regarding the resident correspondence from last month.
It was **Resolved** to defer this item to the next meeting.

15. Website

- a. To discuss the creation of an area to store and share media documenting Parish Council events.
- b. To discuss the creation of a Parish Walks area to facilitate the sharing and downloading of brochures and maps, e.g., WW1 trail.

It was **Resolved** to defer this item to the next meeting.

16. WW1 Trail

- a. To discuss plans for the opening of the WW1 Trail.

It was **Resolved** to perform further investigations into potential dates.

It was **Resolved** to suspend Standing Order paragraph 3.w. to allow the meeting to extend beyond 2 hours.

17. Jubilee Mugs

- a. To determine disposal of the remaining mugs.

It was **Resolved** to distribute the remaining mugs during the Autumn Festival.

18. Date of the next Ordinary Meeting

- a. It was **Resolved** that the date and time of the next meeting is Thursday 28th September 2023 at 7pm.

Public Bodies (Admission to Meetings) Act 1960, s.1(2). A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

19. Confidential Items

No items were discussed.

Meeting ended at 9.09 pm