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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 29th JUNE 2023**

Present: Cllr. A Pearson (Chair)
Cllr. J Robson, Cllr. A Wallace, Cllr. W Todd, 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

County Cllr D. Oliver

2. Declarations of Interest

Cllr. Hird declared an interest in Item 12 as a trustee of Castleside Village Hall.

3. Agree minutes of the previous meeting

It was **Resolved** that minutes of the Annual Meeting held on 25th May 2023 be accepted as a true and correct record.

4. Public Participation

2 members of the public were in attendance.

5. Chair's Report

The Chairman reported that June had been a quiet month following the busy month of May.

6. County Councillor Report

County Cllr. M. McGaun provide a report to the Parish Councillors which included updates upon the following:

- Consett Incinerator planning application
- County Council plans for social housing

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

7. Correspondence

- a. Email – Resident - Picnic Area Chippings

It was **Resolved** to request quotes from contractors to complete the spreading of chippings within the Picnic Area.

- b. Email – Resident - Concerns regarding the proposed care home at Lincoln House

2 residents were invited to speak regarding the correspondence.

It was **Resolved** to thank the residents for their attendance and to receive their presentation, which will be considered if/when a planning application is presented to the Parish Council regarding this matter.

8. Finance

a. Accounts for Payment – June

Ref	Date	Description	Supplier	Budget Category	Net	VAT	Total
162	01/06/2023	Hosted Exchange Email Account	A-Byte Computer Solutions Ltd	General Administration	£ 7.00	£ 1.40	£ 8.40
163	29/06/2023	June Salary	I Robson	Salaries	£369.75	£ -	£369.75
164	29/06/2023	June Salary - Income Tax	HMRC	Salaries	£ 92.60	£ -	£ 92.60
165	14/06/2023	Hosted Exchange Email Account	A-Byte Computer Solutions Ltd	General Administration	£ 7.00	£ 1.40	£ 8.40
166	26/06/2023	Grass Cutting & Strimming - June	RB Tree & Landscapes Ltd	Grounds Maintenance	£710.00	£142.00	£852.00
167	26/06/2023	HP Instant Ink Subscription	HP Instant Ink	General Administration	£ 3.74	£ 0.75	£ 4.49
168	14/04/2023	Local Councils Insurance Renewal	BHIB Ltd	Insurance	£747.18	£ -	£747.18

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

b. Responsible Financial Officers Report

Account Balance Summary Update

Bank Balance - £ 32,782.38

Less uncleared payments - £ 2,082.82

Cash Balance - £ 30,699.55

The RFO reported that:

- A-Byte has moved to payment in advance following a change in the way Microsoft charges resellers. This has resulted in the months of June & July being billed this month.

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

9. Clerk's Report

a. The clerk reported the following:

- Completed redeclaration of pension re-enrolment.
- Advised DCC of broken inspection cover outside 'The Lilacs'.
- Councillor vacancy can be filled via co-option.

It was **Resolved** to advertise the councillor vacancy with a deadline for applications of 1st September 2023, with the intention that interviews would take place in mid-September.

- Updates were received regarding Matters for Information.

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

10. Planning Applications

- a. DM/23/01388/FPA - Mr Philip Wallace
Castleside Club, 13 Rowley Bank, Castleside, Consett, DH8 9QT
Change of use of part of car park to hot food takeaway (for siting of food van)
– retrospective
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 **Resolved** for submissions for the newsletter to be submitted to Cllr. Pearson by the 15th of July.
- b. **Autumn Festival** – 24th September
It was **Resolved** for a proposal for the Autumn Festival format & content to be presented to the council at the next meeting.
- c. **Remembrance Sunday** – 12th November
It was **Resolved** to discuss this item on the September agenda.

Cllr. Hird left the meeting in-line with his earlier declaration of interest.

12. Village Hall grant request for Drover's Dell

- a. To discuss the request received from the Village Hall.
It was **Resolved** to discuss this further with the Village Hall to explore how the Parish Council can assist with this project.

Cllr. Hird re-joined the meeting.

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

13. Generator Hook-up point installation

- a. To discuss generator hook-up point installation to support community locations in the event of an extended power outage.
It was **Resolved** to proceed with the proposal from Cllr. Wallace regarding the administration of the funding for the installation of generator hook-up points at Castleside Village Hall and St. Johns Church Hall.
It was **Resolved** that, subject to compliance with the funding administration proposal, that the funds can be released to the two locations without further approval from the council.

14. Castleside Club Photo – Plaque

- a. To receive quote for supply of a plaque.

It was **Resolved** to proceed with the quote from 908ltd.

It was **Resolved** to defer the remaining items on the agenda until the next Parish Council meeting.

19. Date of the next Ordinary Meeting

- a. It was **Resolved** that the date and time of the next meeting is Thursday 27th July 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.

20. Confidential Items

No items were discussed.

Meeting ended at 9.05pm