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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 30<sup>th</sup> NOVEMBER 2023**

**Present:** Cllr. A Pearson (Chair)  
Cllr. J Robson, Cllr. A Wallace, Cllr. W Todd, Cllr. K Spencer and Cllr. A Hird  
Mr. I Robson (Clerk)

The Chairman opened the meeting at 7.04 p.m.

**1. Apologies for Absence**

County Cllrs. D Oliver & M McGaun

**2. Declarations of Interest**

None received.

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

It was **Resolved** that the minutes of the Ordinary Meeting held on 26<sup>th</sup> October 2023 be accepted as a true and correct record.

**4. Public Participation**

4 members of the public were in attendance.

2 residents made a representation regarding the Planning Application Appeal relating to the food van in Castleside Club Car Park.

**5. Chair's Report**

The chairman acknowledged the good turnout at the recent Remembrance Day parade and service and the village tree lighting which occurred prior to this meeting. The flower tubs have received their seasonal planting and are looking good for the winter. and the.

**6. County Councillor Report**

No County Councillors were in attendance.

**7. Correspondence**

- a. Northern Powergrid – Video regarding benefits from funds

It was **Resolved** to respond positively to the enquiry.

- b. DCC Spatial Policy Team – Consett Area Neighbourhood Forum designated.

The Neighbourhood Area covers unparished land comprising the following Electoral Divisions - Benfieldside, Consett North, Consett South, Delves Lane, Leadgate and Medomsley

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

- c. DCC Public Rights of Way Team – Ladder Stile, Healeyfield Footpath 20  
Change to a gate is the landowner’s responsibility.

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

- d. 2 Residents – Request for support against a planning appeal (DM/23/01388/FPA – Castleside Club, 13 Rowley Bank, Castleside)  
e. 6 Residents – Expressing support for Food Van in Castleside Club Car Park

It was **Resolved** to call an extraordinary meeting to discuss a representation from the Parish Council regarding the planning appeal.

## 8. Finance

### a. Accounts for Payment – November

Ref	Date	Description	Supplier	Total
204	31/10/2023	iPAD Electrode Pads for Defibrillator	Turtle Engineering Limited	£ 133.16
205	01/11/2023	Storage Grove Church	Grove Methodist Church	£ 100.00
206	27/10/2023	HP Instant Ink Subscription	HP Instant Ink	£ 4.49
207	31/10/2023	Outdoor Inline Socket & LED Floodlight	Amazon Services Europe S.a.r.L. UK Branch	£ 22.89
208	31/10/2023	Mains Plug Top Rubberised	Upgrade Solutions Ltd	£ 6.99
209	01/11/2023	25m Extension Lead	J&M Electrical Supplies Limited	£ 35.99
210	06/11/2023	GDPR eLearning	SLCC	£ 36.00
211	13/11/2023	Flower Troughs - Summer Planing - June 2023	P Snowdon	£ 250.00
212	13/11/2023	Remembrance Wreath Donation	Royal British Legion	£ 30.00
213	06/11/2023	PC Meetings Room Hire 2024	Castleside Village Hall	£ 200.00
214	14/11/2023	Hosted Exchange Email Account	A-Byte Computer Solutions Ltd	£ 8.40
215	30/11/2023	Nov Salary	I Robson	£ 445.55
216	30/11/2023	Nov Salary - Income Tax	HMRC	£ 296.80
217	28/12/2023	Dec Salary	I Robson	£ 298.55
218	28/12/2023	Dec Salary - Income Tax	HMRC	£ 198.80
219	17/11/2023	Remembrance Road Closure	Beacon Traffic Management Ltd	£ 450.00
220	27/11/2023	Website Amendments - Parish Walks & Past Events	A-Byte Computer Solutions Ltd	£ 100.00
221	26/11/2023	HP Instant Ink Subscription	HP Instant Ink	£ 4.49
222	08/11/2023	Clerk Mobile Phone	GiffGaff	£ 6.00

It was **Resolved** to approve the accounts for payment for November 2023.

### b. Responsible Financial Officers Report

- The RFO updated the council on the following items:
  - Local council pay settlement for 2023/24
  - Clerk's December Salary
  - Autumn Statement – National Insurance changes and payroll software

Bank Balance - £25,027.06.10

Less uncleared payments - £2,278.10

Cash Balance - £22,748.96

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

## 9. Clerk's Report

a. The clerk reported the following:

- Parish Clerk has obtained a dedicated mobile telephone number for Parish Council business from Giffgaff.
- CDLAC email regarding the Data Protection fee registration with the Information Commissioners Officer (ICO).
- Local Government Boundary Commission Final Recommendations for County Durham. Healeyfield to reside within Consett South along with The Grove & Moorside.

It was **Resolved** for the clerk to invest the Data Protection Fee

- Updates were received regarding Matters for Information.

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

## 10. Planning Applications

The following planning application was considered:

- *DM/23/03142/FPA - Mr Kevin Doolan*  
17 Consett Road, Castleside, Consett, DH8 9QL

Formation of new vehicular access with associated driveway

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

- *DM/23/03389/FPA - Mr Welch*  
Land To The North Of Knitsley Bridge, Knitsley, DH8 9EL

Change of use of land to create holiday lodge park (11 lodges), reception unit, visitor parking, landscaping and flood mitigation measures.

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

## 11. Parish Event Planning

### a. 2024 Event Dates

It was **Resolved** to approve the following dates:

- **Litter Pick** – Saturday 13<sup>th</sup> April
- **Autumn Festival** – Sunday 8<sup>th</sup> September
- **Remembrance Parade** – Sunday 10<sup>th</sup> November
- **Christmas Light Switch-On** – Thursday 28<sup>th</sup> November

### b. 80<sup>th</sup> Anniversary of D-Day – 6th June 2024

It was **Resolved** to discuss this further during the extraordinary meeting in December 2023.

## 12. 2024/25 Budget & Precept Setting

### a. To agree and approve the budget & precept for 2024/25.

It was **Resolved** to approve the budget and set a precept for 2024/25 of £14,134.05. This equates to a Band D charge of £27.16, a 4.66% rise on last year's charge.

## 13. Public Participation Policy

### a. To agree the revised public participation policy.

It was **Resolved** to approve the public participation policy with one minor amendment.

## 14. Relocation of Parish Notice Board from the entrance to Wesley Terrace

### a. To determine on the future siting of this notice board.

It was **Resolved** to leave the notice board in its' current location.

## 15. Waskerley Way drainage

### a. To discuss the drainage of the resurfaced Waskerley Way

It was **Resolved** to receive the update that DCC had addressed the drainage on the path.

## 16. Power Cables for Village Hall & St John's Church Hall

### a. To discuss the purchase of additional cables for the generator hook-up points.

It was **Resolved** to approve the purchase of the additional cables.

## 17. Village Entrance Gates

### a. To discuss the replacement of the gates on the A68.

It was **Resolved** to obtain quotes for the replacement of the village gates with traditional gates of varying widths.

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

### **18. Remembrance & Christmas Tree Lighting – Memorandum of Understanding**

- a. To discuss the production of a MoU regarding the use of St John's Church Garden for the Remembrance Poppy & Christmas Tree displays.

It was **Resolved** to draw-up a memorandum of understanding to formalise the agreement with St John's Church regarding the Parish Council use of the Church Garden.

### **19. Date of the next Ordinary Meeting**

- a. It was **Resolved** that the date and time of the next meeting is Thursday 25<sup>th</sup> January 2024.

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**

1 item was discussed.

Meeting ended at 9.18 pm