



**THE MINUTES OF THE ORDINARY MEETING OF
THE HEALEYFIELD PARISH COUNCIL
HELD THURSDAY 24 JUNE 2021**

Present:

Councillor A. Pearson (Chair)

Councillors J. Robson, A. Wallace, D. Dixon, A. Hird, K. Spencer

Durham County Councillors M. McGaun, D. Oliver

L. Standish (Clerk and Responsible Financial Officer)

1. Apologies for Absence
None
2. Declarations of Interest
Cllr A Wallace is a volunteer warden with The Woodland Trust
3. Public Participation
None
4. Chairman's Report
The Chairman welcomed the new Durham County Councillors, Mike McGaun and Doug Oliver. A draft letter to object to the incinerator will be circulated. The newsletter has almost been completed and will include an advert for the co-option as the Parish Council did not meet Cohort, to be reviewed in a couple of months. The lockdown restrictions have been extended until 19 July, therefore the litter pick will be delayed and the village hall open day has also been delayed
5. Confirm Minutes of Ordinary Meeting held on 20 May 2021
Clerk to correct wording on item 5. **AGREED**
6. County Councillor Report
Councillor McGaun advised the joint administration is now running in the council, which is made up of Conservatives and Liberal Democrats, and all of the various independent groups. The joint administration is working really well. There are 2 main reviews going on, 1. £50 million review of the new County Hall which is due to finish Sep/Oct this year and 2. The DLI Museum, a cost analysis will need to be done in order to get it up and running.
A number of residents have contacted the new councillors with reference to Drover Road, which is under repair. Highway's review must repair potholes between 24 – 48 hours, depending on the depth of it. Anything other than that there is a risk assessment and is then put on the maintenance programme. There is a possibility of putting in a footpath, the maintenance programme is looking in to the crumbling of

the sides of the roads and separate to that the highways are looking into the footpath. There are a number of schemes going on but some have been delayed due to purdah.

The main thing residents were concerned about was the incinerator. Councillor Oliver reiterated that the incinerator and road safety were the main issues with residents. Councillor Oliver works for Richard Holden MP.

Councillor Pearson advised councillors that the improvements have still not been carried out, Councillors McGaun and Oliver will chase.

7. Correspondence

- a. Emails received 31/05/21 regarding the Horse & Groom – these were forwarded to members 01/06/21. It was proposed to make a listing portfolio and to form a group to obtain historical context to make a proposal for a listed building, facilitated by the parish council **AGREED**

The Parish council discussed this issue and share their concerns in the potential redevelopment of the pub and sight. The Parish Council would like to meet with some representatives, of the pub, in terms of those who would like to create a support group to investigate the historical context, with a view to a historic listing. The parish council will also now pursue the asset of community value process now restrictions are lifting. We would like to invite you to a public meeting at Castleside village hall, chaired by the parish council, Councillor Pearsson to confirm a date. If you would like to share this information, anyone wishing to attend must request to do so by emailing contact@healeyfieldparishcouncil.co.uk, as numbers will be limited due to COVID restrictions still in place. Only confirmed bookings will be allowed entry.

This will be advertised in the newsletter and noticeboards.

- b. The village hall emailed 30/05/21 regarding a changing unit.

The parish council **AGREED** that any future funding requested by the village hall will be reviewed upon the receipt of a copy of their constitution and a copy of their most recent audited accounts. Councillor Pearson requested that Councillor Hird speak with the village hall regarding their provision for membership. Councillor McGaun advised that funds are available once the parish council are satisfied with the information provided.

Clerk to reply: To further review your request, we would like to see a Copy of your constitution & a copy of your most recent audited accounts & how confirm how many members they currently have

- c. CDALC emailed and recommended all councils adopt the new Code of Conduct policy, which was emailed to members 10/06/21. This will be reviewed in item 11
- d. Email received 15/06/21 regarding the planting of trees within the parish council. This will be discussed later on the agenda.
- e. A member of the community emailed 20/06/21 which was forwarded to members 21/06/21 regarding the side of the pathway at Consett Road.

Clerk to reply: The parish council have recently explored the idea of having it tarmacked. However, the cost from the County Council was in excess of £20,000, which was totally prohibitive. The parish council are now working together with the new county councillors for a solution this year.

Further discussions took place with regards to challenging Durham County Councils quote and it was **AGREED** to obtain 3 quotes from other contractors to compare costs.

- f. A member of the community emailed 20/06/21 which was forwarded to members 21/06/21 asking if there had been any update following their previous complaint. Durham County Council are pursuing it but the parish council have had no reply as yet.
- g. The Photography Club emailed 23/06/21 to inform us that they have changed their meetings from Tuesday nights to Monday nights, still at 7pm. Councillor Pearson will update the advertisement in the newsletter.

8. Finance

Accounts for Payment

- a. Items over £100 - Annual Insurance Policy, 2020/2021 was £501, which increased to £744 this year, after querying the figure we had a revised quote lowering it to £674, which is still £74 over budget but £70 cheaper than originally quoted.
The printing was higher than usual due to use during COVID, Tanfield School made payment for the extra printing.
- b. Account balances summary update
Current bank balance is £34,545 less uncleared cheques of £384 = £34,161
- c. AGAR
The AGAR was emailed 01/06/21 and confirmation received. Clerk to forward a copy of the Notice of Public Rights, which will need to be displayed in the noticeboards from Wednesday 30 June and I will upload a copy to the website. The AGAR will be on the website from Thursday 1st July and removed Wednesday 11th August.

9. Clerk's Report

- a. Fossil Plaque – contractor is meeting Councillor Wallace on Monday at 9am in the village hall car park. Clerk to contact contractor to inform them that they can have access to the village hall facilities for water.
- b. Benches - Emailed contractor with plaque details 06/05/21 new costing = £1,215 net, the plaques have now been approved and awaiting a collection date to contact the contractors to collect and install.
- c. Contractors were informed where to install the bench with the plaque for Arthur Lambert
- d. Plannings were delivered at the beginning of June
- e. DCC emailed regarding moving the Display board which had been stored, Councillor Dixon is now storing this on behalf of the Parish Council.
- f. Grass cutting & strimming was carried out Saturday 19/06/21. Councillor Wallace has reported bench 15 still has weeds poking through the seat and is going to investigate the other areas prior to the clerk reporting it to the contractor. More benches were reported at the meeting along with the grass cutting not as tidy as previously carried out. Clerk to contact the contractor to tidy and complete requested works.
- g. Durham County Council replied regarding the planting of wildflowers, very roughly its around £3.00/3.50 per square meter that's to sow, manage, cut and collect at the end of the season on the larger areas smaller sites need to be looked at and priced up – they would like a map of the proposed sites and a site visit will be required with a possibility of planting in Autumn. Councillor Robson will contact Durham County Council and arrange a site visit.
- h. The neighbourhood wardens were contacted with regards to the complaint from a member of the community and they emailed back advising that they

had contacted Durham County Council and was happy that they will act on the problems at Walton Terrace. The council's investigation is now complete but they cannot advise us on the outcome due to data protection

- i. CCTV pole – Durham County Council replied 08/06/21 and informed us that Northern Power Grid have disconnected the wrong site. The job has been raised as priority for the correct disconnection and will update as soon as possible. Clerk to forward details to Councillor McGaun to chase with DCC.
- j. Drone Footage – I have contacted the contractor who said they had spoken with Councillor Wallace and was awaiting information from him to add to the videos, emailed 22/06 to request footage as per Cllr Wallace's email but had no response. Clerk to request a draft copy of the footage, even if it's low resolution, from contractors.

10. Planning Applications

Weekly List 24/05/21

DM/21/01762/FPA Balcony to the rear of house
No comment from Councillors

Weekly List 24/05/21

DM/21/02001/FPA Proposal to erect a portal frame to agricultural storage building
No comment from Councillors

11. Policy Review

Policies being reviewed: Complaints Procedure, Financial Regulations, GDPR Procedures, Recording of Meetings and Document Retention and Disposal
Document Retention and Disposal needs the storage site changing to The Grove Methodist Church

Complaints Procedure to amend item 5 to add the word verbal ("written or verbal complaint")

Item 2 to change the wording on the first sentence to read "should request the complainant to submit it in writing" **RESOLVED**

12. Parish Paths and Woods Review

Correspondence was received with regards to the planting of a new wood this winter, within Healeyfield parish council. Councillor Wallace is working with them, due to his knowledge and involvement in The Woodland Trust. It was **RESOLVED** that Councillor Wallace be appointed the representative to work with the AAP. Councillor Pearson expressed the parish council's disappointment with the AAP as they did not contact the parish council directly regarding this and that the information was passed on via several other contacts. Councillor Pearson thanked Councillor Wallace for his work.

13. Parish Benches Review

Awaiting a collection date from contractor.

14. Branding/Marketing

Moved to next month's agenda. Cllr A Wallace attended a webinar with Durham County Council with regards to Facebook.

15. Local Walks
Councillors discussed an online leaflet which was produced in 1997, the suggested walks are now mainly overgrown. Councillor Pearson's suggested that the parish council ask residents to submit their favourite walks in and around Healeyfield. It was **RESOLVED** that a request be placed in the next newsletter. Routes to be emailed to contact@healeyfieldparishcouncil.co.uk
16. Renewal of Information Board
It was **RESOLVED** that the noticeboard in question be updated with the local walk's information.
17. AP Grant for Towns and Villages
Councillor McGaun advised that there are grants available. The areas of discussion were footpath improvements and play areas. It was suggested that the area to the rear of the village hall be developed and expanded. It was **AGREED** to meet and consult with the village hall to explore and pursue.
18. Waste Incinerator
Councillor Pearson advised that a draft letter will be forwarded to members.
19. Thanks Giving Day/NHS Day
It was **AGREED** to fly the NHS flag.
20. Flower Tubs
Summer flower tubs are being planted Tuesday 29 June. The older tubs have been surveyed and there are 9 small tubs and 3 large tubs in a fair condition. It was **AGREED** that the school would have 4 small, the village hall would have 4 small and the 4 large and 1 small be placed at the cemetery. One logo is to be left at each site and the others removed and placed on the new tubs.
21. Litter pick
Postponed until 31 July 2021 due to COVID restrictions not being lifted until 19 July.
The time will be from 10am to 12 noon.
 - Gazebos
Councillor Robson suggested the parish council purchase 2 gazebos for outside events. It was **AGREED** that there is no storage space to accommodate anything of this size and to use the village halls facilities instead.
22. Date of the next Ordinary Meeting
Thursday 29 July 2021 at 7pm
Village Hall photographs & Hownsgill Viaduct to be added to next month's agenda
23. Confidential Items
None

Conclusion of meeting at 21:05

Signed Cllr A Pearson Chair of the Council