



**THE MINUTES OF THE ORDINARY MEETING OF  
THE HEALEYFIELD PARISH COUNCIL  
HELD THURSDAY 29 JULY 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  
None
3. Public Participation  
None
4. Chairman's Report  
We have received advice regarding The Horse & Groom which will be discussed in item 15, thank you to Councillor Oliver for obtaining the information.  
Information has been circulated regarding the response from Durham County Council regarding the property at Hillgarth. They must apply for retrospective planning consent to change the land to a domestic garden or remove all personal effects and the land be left as it was when purchased. No planning applications have been received as yet, must be received by 31 August.  
The drone footage has been received; thanks were given to Councillor Wallace for organising. To be uploaded to YouTube and the website.  
Summer planting has been completed very well, however some tubs have been eaten by slugs. The contractor has rectified this by replanting and treating them free of charge.  
Northumbrian Water have been chased with regards to the pump house. The response has been circulated and will be decommissioned and removed.
5. Confirm Minutes of Ordinary Meeting held on 24 June 2021  
Clerk to make amendments on Clerk's Report and change bullet points to numbering or lettering for referencing, minutes **AGREED** upon requested alterations
6. County Councillor Report  
Councillor Oliver discussed the stone wall at Fieldhead's Farm, Castleside, which has partially collapsed and has been reported to the Public Rights of Way Team. This has been flagged by Councillor McGaun as an emergency repair. COVID numbers are reducing quite dramatically in County Durham, hospitalisations are also

decreasing. With regards to County Hall, a meeting with various departments is being arranged to discuss what the best use of the building is going to be. There are discussions going on as to whether parliament members will use it. With regards to the DLI, there are a couple of issues. The DLI Collection is part of an art collection, of 5, by removing the DLI collection it would mean breaking the existing contract. There are 6 groups representing the DLI and a business case is going forward. The incinerator is no longer going in front of the Planning Committee North, it will be going to the Strategic Planning Committee, who will look more in to the impact on Durham District rather than just the local area. There has been no update on the removal of the CCTV pole, Councillor McGaun will keep chasing this.

7. Correspondence

- A) A resident reported illegal dumping of garden waste, emailed to members 11 July. Clerk reported this to the neighbourhood wardens, who in turn investigated but found no trace of tipping. They advised the resident to contact them directly if and when it happens again. Councillors discussed and **AGREED** that this is something that the Parish Council would not get involved with, the Neighbourhood Warden would arbitrate.
- B) Emails received from parish council webmaster requesting if we add some links to our website for people to find their local registration office
- C) Emails from [clerk@parishcouncils.uk](mailto:clerk@parishcouncils.uk) requested to add links to our website for people to find their local post office/services and job centres

Councillors discussed the addition of website links and were not agreeable and didn't feel it would be appropriate.

8. Finance - **AGREED**

- a) Accounts for Payment
  - Items over £100
  - Fossil & Plaque fitted £560
  - Summer grass/strimming £762 (£127 VAT to be reclaimed)
  - 4 benches, ground plates & plaques £1,458 (£243 VAT to be reclaimed)
- b) Account balances summary update
  - Current bank balance is £34,162 less uncleared cheques of £3,159 = £31,003

9. Clerk's Report

- A) Marmax received the bench delivery this week, to be discussed in item 13
- B) Several contractors were contacted for quotes for Consett Road, to be discussed in item 14
- C) First Responders from the NHS reported that the defibrillator had been retrieved for a medical incident but didn't believe it had been used. This has now been checked and reported back.
- D) Emailed Durham County Council again regarding an update on the removal of the CCTV pole, no reply.
- E) The contractor for the grass cutting and strimming apologised for having to go back out.
- F) A response is still required to the correspondence received regarding the Horse & Groom, last month.

G) Is there any update regarding the resident's complaint? Clerk to forward the response from Durham County Council, which Councillor Pearson circulated.

H) The village Hall was emailed and information was requested as per last month's meeting.

Councillor Pearson advised that he has received the information requested. Documentation of the charities have been received. Castleside and District Community Association, which was referred to as the old constitution, has now changed to the CIO Foundation. Also, a copy of the accounts ending December 2020 have now been received. Councillor Pearson will confirm that the parish council have now received the information requested and clarify if they still require the changing station.

I) The website has been updated:

Statement for precept has been updated, the amended and updated policies have been added, election details have been updated, the Chairman's Report has been added and the litter pick has been added to events. The vacancy needs updating and the Events Calendar needs updating.

Councillor Wallace requested that the statement on the website's homepage regarding the passing of the Duke of Edinburgh be removed.

10. Planning Applications  
None

11. Policy Review  
Standing Orders – 18E add the words: lowest value or any tender **AGREED**  
Risk Management – Additional wording for DBS Certificates to be added **AGREED**  
Publication Policy **AGREED**  
Public Participation – Additional wording “against the council” and update website on footer **AGREED**  
Equal Opportunities **AGREED**  
Disciplinary and Grievance – Update Header/Footer and remove appendix **AGREED**  
Social Media – Councillors discussed the policy and **AGREED** to carry this forward to the next meeting. To be added to next agenda

12. Parish Paths and Woods Review  
No update

13. Parish Benches Review  
The benches arrived this week and the contractor has been contacted to collect and install them.

14. Consett Road  
The clerk contacted several contractors for quotes but only 2 responded with quotes, both were a lot less than Durham County Council's quote. Clerk to forward quotes and correspondence from Durham County Council to Councillors Oliver and McGaun to challenge the local authority on their quote. This is a highway verge and belongs to the local authority and repairs should be at their expense. The parish council are looking to work with the local authority to complete the proposed works.

15. Horse & Groom

Councillor Oliver provided information regarding the listing process, which has been circulated. The costs for the listing process are between £2k to £6k, averaging at £3k. Councillors discussed the aspects of registering an Asset of Community Value and the historical listing processes. Councillor McGaun advised that the next planning committee is scheduled for 28 September, the processes are time sensitive and need to be in place prior to the next meeting. It was **AGREED** to arrange a special meeting for the purpose of discussing the next stage once further information has been obtained by Councillor Pearson.

16. Village Hall Photographs

Councillors discussed the photographs and **AGREED** that a meeting is required with the village hall trustees, Councillor Pearson will contact to arrange. Councillor Wallace advised that he will look in to high resolution scanning the photographs to catalogue and upload them to the website. Councillor Pearson to write to the village hall regarding an aerial photograph that was gifted.

17. Hownsgill Viaduct

Councillor Wallace met the county surveyors, who are arranging for resurfacing and he highlighted that the four corners of the viaduct have areas that are still accessible. Photographs to be forwarded Durham County Councillors to investigate with the Public Rights of Way Team. Councillor Robson requested that support information be placed in our newsletter for residents needing help. Councillor Hird suggested it be placed in the noticeboards as well. Councillor Robson to provide a list **AGREED**

18. Changes to Agenda to include outstanding items

It was **AGREED** to add an appendix to every agenda and minutes to outline any matters outstanding and add an item "Matters Outstanding" to the minutes.

19. The Queens Platinum Jubilee Beacons 2 June 2022

Councillors **AGREED** that a special meeting will be arranged to discuss an event, Councillor Pearson will provisionally book the village hall all weekend.

20. Branding/Marketing

It was **AGREED** to defer this to the next parish council meeting

21. Date of the next Ordinary Meeting

Special Meeting Thursday 26 August 2021 – Queens Jubilee & Horse and Groom  
Ordinary Meeting Thursday 30 September 2021

Add to next Agenda – Defibrillator replacement pads, Playground, Events  
Calendar 2022, Social Media Policy, Marketing/Branding &  
Outstanding items appendix

22. Confidential Items

None

Conclusion of meeting at 21:00

Signed ..... Cllr A Pearson Chair of the Council