

Minutes of an Ordinary meeting of Healeyfield Parish Council
Held on 25th August 2016 at 7.00 p.m. Castleside Village Hall.

PRESENT

Councillors A Hird, D Dixon, J Forster, J Robson, K Spencer, A Pearson (Chair).
R Wright Clerk.

1617/65 APOLOGIES FOR ABSENCE Councillor Spencer. County Councillor O Johnson and R. Young

1617/66 DECLARATIONS OF INTEREST None

1617/67 PUBLIC PARTICIPATION The public participation policy was on display. No members of the public were present.

1617/68 MINUTES OF PREVIOUS MEETING

The minutes of the previous Ordinary meeting held on 28th July 2016 were RESOLVED as a true record.

1617/69 AAP REPORT – none.

1617/70 CHAIRMAN'S REPORT

The Chairman received an email from a local resident expressing interest in the vacancy for a parish councillor. It was RESOLVED to ask the resident to send in a letter of application and then arrange an interview.

1617/71 COUNTY COUNCILLOR REPORT – none.

1617/72 FINANCE

1617/72/1 It was RESOLVED that the finance report be received and accepted.

EXPENDITURE - Cheques presented for approval on 25 August 2016

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
1421	25 Aug 16	15.12	0.00	15.12	CDALC	7 x Employer Guides
1422	25 Aug 16	100.00	20.00	120.00	BDO LLP	External auditor fees
1423	25 Aug 16	121.59	0.00	121.59	Janette Archer	Decorations for Queen's Party
1424	25 Aug 16	41.30	0.00	41.30	Castleside Village Hall	Prosecco for Queen's Party
1425	25 Aug 16	30.00	0.00	30.00	Frances Archer	Entertainment for Queen's Party
1426	25 Aug 16	428.00	85.60	513.60	Marmax	New bench
Total		736.01	105.60	841.61		

INCOME RECEIVED		
Business Money Manager Bank		0.00
Community Account		0.00
		0.00

LATEST BANK BALANCES

- a. HSBC Business Money Manager Account as at 11 June 16 £23095.17
b. HSBC Community Account as at 11 August 16 £2082.42

BALANCES	
Balance Brought Forward	25177.59
Add Income	
Less Expenditure	841.61
Less o/s cheques	
Balance Carried Forward	24335.98

1617/72/2 The Annual Return has come back from the external auditors and there were several minor points in the report. It was RESOLVED to address the issues and complete the asset register and move the Christmas tree expenditure to LGA 1972 s.144.

1617/72/3 A letter was received from DCC informing the Parish Council of the proposed tax base and LCTRS grant for 2017/18.

1617/72/4 The issue of transferring money between accounts has been agreed with the HSBC and the completion of a bank form is not required. A RESOLUTION was passed to transfer of £5000 to the Community.

1617/72/5 The Financial Regulations were walked through and changes made as appropriate. The Parish Council RESOLVED to adopt them. A copy will be put onto the website.

1617/73 CORRESPONDENCE

Electronic Correspondence:

Mid Durham AAP - County Durham Dementia Advisor Service Newsletter No. 1 Aug 2016

Mid Durham AAP - scams poster 4

Mid Durham AAP - Board minute and fire presentation

Mid Durham AAP PCC - Fly tipping cameras contribution

North Durham CCG Community Engagement Project Drop In and Focus Group
September 2016

Events and Information – Durham Community Action

Job opportunities – Durham Community Action

Bulletin on national developments and meetings - 29 July 2016

Community Emergency Planning

Bulletin on national developments and meetings - 5 August 2016

Leazes Bowl improvement works update

Poverty and the Workplace Conference - 23 September 2016

Friends of the Village Hall – newsletter item

NALC survey for smaller councils.

DCCS Professional e bulletin

County Training Partnership future courses.

Northern Gas Networks Launches £50k Community Promises Fund

Meeting with Simon Wilson & Peter Downes

Parish Wood - LOI Woodland Volunteer Programme

Important Information about Insurance Premium Tax

Bulletin on national developments and meetings

ESN5056 - Pre-Consultation on Proposed Telecommunication Mast Site at HEPPL
HILL FARM

Durham County Council's 2015/16 Overview and Scrutiny Annual Report
Durham Community Action job vacancies

Local resident complaint about bike noise - ongoing

1617/73/1 Letter to Castleside Parish Council - Buttsfield Community Committee

It was RESOLVED that no councillor will join the committee because any village event will be held in the village hall.

1617/74 PLANNING MATTERS

1617/74/1 Planning Applications – DM/16/02465/PNT There was no comment regarding this application.

1617/74/2 Sect 106 money from Persimmon. The money has no specific conditions attached to it and can be spent for the benefit of local residents.

1617/75 CLERKS REPORT

1617/75/1 Matters requiring update:

a. War memorial repair – two contractors obtained from Peter Dunn's office DCC. Two contractors have been contacted.

b. Parish Seat and Flower Tub numbers: called to chase up the request for prices and left a message. Received a text saying they no longer do that sort of work and are concentrating on vehicle liveries. Need suggestions for new local suppliers.

c. Emailed and called Steve France requesting an update on Allensford Quarry application. The Inspectors have visited Salters Lane/Drovers Cross site which is a similar project to Allensford Quarry. They will be making a decision in a few weeks. The next project is Allensford and it should benefit from the work done on the previous application.

d. Website – successfully applied for Transparency funding and received £730. 00% for new website; £150 for monthly running cost and £80 for two hours training @ £40 per hour. Also agreed to write a user manual for the system.

1617/75/2 The Smaller Council's Forum held on 29th July included an interesting presentation on Civil Contingencies Planning (forwarded the email of slides). It might be worth considering creating a contingency plan for Healeyfield Parish. There will be a statement concerning Equality & Diversity which will be circulated to all Town and Parish Councils and it is hoped that it will be adopted by them. The AGM 22nd October. A new date is being set for the combined smaller & larger councils with local MPs.

1617/75/3 CDALC training day on finance is 8th September at Shotton Hall. This will be a very useful training session and councillors should attend if possible.

1617/75/4 The Clerk asked if the correspondence list was useful and it was agreed that it was worthwhile and should continue.

1617/75/5 A work pack has been produced for the strimmer and contains the necessary documentation as indicated by the insurance company. It will be kept with the strimmer.

An email has been sent to the Rev. Jackson, St John's Church asking if he is happy to be involved in the Fly the Flag for the Commonwealth event in March 2017.

1617/76 STANDING ORDERS

A copy of the proposed Standing Orders was discussed (it had been previously circulated to members). It was RESOLVED to adopt the policy. A copy will be placed on the website.

1617/77 FLY TIPPING CAMERAS

There has been a slight increase in the money which needs to be spent on the fly tipping cameras due to one Parish Council deciding not to go with the scheme. It was RESOLVED to increase the contribution by £14.22.

1617/78 **PARISH WOOD**

Cllr Hird has completed the inspection of the parish woods and taken a number of photographs which he will include in his report at the next meeting. The next inspection is scheduled for February 2017. It appears that there is a significant numbers of papers which need reviewed concerning the parish wood and Cllr Hird will compile a list of relevant papers for the parish council.

The meeting with Simon Wilson and Peter Downes is proving very difficult to organise and it is likely to happen towards the end of September.

1617/79 **NEWSLETTER**

It was RESOLVED to delete references to prices and live football in future newsletters. It was RESOLVED to continue with the current format.

1617/80 **MEMBERS REPORT**

1617/80/1 Feedback from Councillor Surgery – Two residents attended the surgery and raised concerns about the soil dumped into a field at the top of the village. It was RESOLVED that a letter be sent to the Planning Enforcement team and also a request to reassess the flooding risk.

1617/80/2 Remembrance Service – The Chairman will speak to Consett Brass Band about the event. The details will be included in the newsletter. A number of local organisations lay wreaths.

1617/80/3 Poppy Mosaic – The Village Hall Committee is happy to have the poppy mosaic but do not want a statue of a soldier outside the hall. Cllr Forster has pointed out that the WWI funding will only be available for war themed memorials and not local industry ie lead mining. The subject needs to be discussed further before any decisions are made.

1617/80/4 War Memorial – Two quotes have been received and another one is awaited. The Chairman will speak to the Rev. Jackson when he returns from holiday since the old cemetery is Church land, the Vicarage is privately owned and DCC own the new cemetery. Requests have been made to two companies which specialise in memorial lettering repair to produce a report with costs before an approach is made to DCC Planning.

1617/80/5 Parish Seats – the new seat at The Fleece will be erected this week. The old one has been removed.

1617/80/6 Scarecrow Event – the event will take place in the village hall on either the 2nd or 9th October in the afternoon. Details of the competitions and event timings will be given in the newsletter. Entertainment is still outstanding but a number of options are being investigated. It was RESOLVED to buy rosettes for the winners of the competitions.

1617/80/7 Consett Road – a quote has been received from DCC for £750 to make the ground good for planting. The parish council have decided to approach another company for a quote and Cllr Forster will approach DCC about getting shrubs and plants.

1617/81 **COUNCILLOR QUESTIONS** None.

1617/82 **CONFIDENTIAL ITEMS** – none.

Conclusion of Meeting 9.30 p.m.

Signed.....Chairman of the Council 27th October 2016