

**Minutes of an Ordinary meeting of Healeyfield Parish Council**  
**Held on 29th June 2017 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. County Councillor O Johnson.

**1718/18**      **APOLOGIES FOR ABSENCE** - Cllr P Marshall.

**1718/19**      **DECLARATIONS OF INTEREST** - none.

**1718/20**      **PUBLIC PARTICIPATION** The public participation policy was on display.

**1718/21**      **MINUTES OF PREVIOUS MEETING**

The minutes of the previous Annual General meeting held on 18th May 2017 were RESOLVED as a true record.

Matters requiring update:

- a. DCC; FS-Case-12501671 clearing path to Allensford - no update.
- b. Siting of the lead miner request – contacted Highways but still have had no response.
- c. VAT reclaim for 2015-16 is now in the bank (£362).
- d. One request for attending the chairmanship training has been submitted.
- e. Three places have been booked for the Regional Training Seminar on 19th July at Hardwick Hall.
- f. A request for transparency funding has been made to cover maintenance and running costs until Mar 2018.
- g. Contacted Richard Batson and arranged for grass to be cut early July and August which fits between the DCC cuts in early June and September.
- h. Internal auditor update – Cllr Robson has spoken Samantha Langlands and she is happy to take over as internal auditor.

**1718/22**      **AAP REPORT**

The drop in session was held in the village hall on 17<sup>th</sup> June 2017 and 10 people attended.

**1718/23**      **CHAIRMAN'S REPORT** – none.

**1718/24**      **COUNTY COUNCILLOR REPORT**

County Cllr Johnson has been appointed cabinet responsibilities for tourism, sport, leisure and rural affairs. Despite tourism earning the most money for County Durham there is a shortage of hotels and accommodation in the area.

There have been lots of changes in County Hall with a new directors for Education and Children's services and Finance being appointed.

The main focus at present is working on the medium term financial plan.

**1718/25**      **FINANCE**

1718/25/1 It was RESOLVED that the finance report be received and accepted.

**EXPENDITURE** - Cheques presented for approval on **18<sup>th</sup> July 2017**

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
1451	18 Jul 17	200.00		200.00	Castleside & District Community Assc.	Room rent for meetings
1452	18 Jul 17	78.00		78.00	SLCC	subscription
1453	18 Jul 17	128.00	25.60	153.60	SLCC Enterprises Ltd	Regional training event
1454	18 Jul 17	24.75		24.75	P. Marshall	Mileage
1455	18 Jul 17	886.61		886.61	R. Wright	Salary Apr-Jun 17
1456	18 Jul 17	139.00		139.00	J. Beveridge	Plants and compost
Total		<b>1456.36</b>	<b>25.60</b>	<b>1481.96</b>		

<b>INCOME RECEIVED</b>	
Business Money Manager Bank	0.00
Community Account	0.00
	<b>0.00</b>

### LATEST BANK BALANCES

- a. HSBC Business Money Manager Account as at 11 Jun 17 £24388.51
- b. HSBC Community Account as at 11 Jun 17 £5620.35

<b>BALANCES</b>	
Balance Brought Forward	30008.86
Add Income	
Less Expenditure	1481.96
Less o/s cheques	20.00
<b>Balance Carried Forward</b>	<b>28506.90</b>

1718/25/2 The Quarter 1 budget was RESOLVED as correct.

### 1718/26 CORRESPONDENCE

Electronic Correspondence:

#### **AAP**

Draft Castleside Village Action Plan 2017/18

Supporting the Armed Forces

Mid Durham AAP - Press release summer drop in sessions

Mid Durham AAP - Road Safety Update - for information only

Brandon flyer

Mid Durham AAP - notification of AGM

Mid Durham AAP - Circulation : Co-op Funds

#### **DCC**

Tour of the Reservoir Cycle Races - Temporary Road Closures

Draft revised Charter between DCC and local councils in County Durham

Freedom of Information and vexatious requests.

Durham County Council Open Space Study – Town/Parish Council Survey

DCC Environment awards open for entries

New rules for dog owners from 1 June - Public Space Protection Order

New Chairman, Vice Chairman and Cabinet Chosen at Durham County Council

Next Smaller Councils Forum Meeting

Council Tax Base and Localisation of Council Tax Support Grant 2018/19

Invite for Half-Day Dementia Seminar - Co. Durham and Darlington Fire and Rescue Service  
Neighbourhood Protection team event  
Lead Miner Statue - Healeyfield Parish  
CDALC/NALC/SLCC  
Good Councillors Guide on Finance and Transparency  
IMPORTANT - CDALC Secretariat proposal for 2018/19 onwards.  
Councillor and Chairmanship Training  
Why not impress your community by entering NALC's Star Councils 2017!  
Save the Date Flyer– free NE training session on village halls.  
Branch News and Information June 2017  
CDALC AGM October - Nominations for Executive Committee  
NALC Newsletter - 23 May 2017  
Engage with your community via social media  
Urgent support for LGC/NALC supplement survey

### **Miscellaneous**

Groundwork Community Awards are open for applications!  
EIBE PLAY works with COUNCILS!  
Durham Community News June 2017  
Receiving Information from Durham Community Action  
County Durham Funding Fair and Share & Learn Network Meeting  
EnergyCAN for Organisations, Businesses and Residential Consumers  
War Memorials News - 13th June 2017  
War Memorial News - 30th May 2017  
War Memorials News - 27th June 2017  
Woodland Butterfly Survey  
Plant a Tree Charter Legacy Tree  
Appointment of Inspector  
I found a broken link on your site  
UpFront: neighbourhood planning news Mar/Apr 2017

### **1718/27      PLANNING MATTERS**

(i) DM/17/00233/OUT the parish council RESOLVED not to comment on this application.

### **1718/28      CLERKS REPORT**

- a. Merchant Navy Day – fly the red ensign in support of the British Merchant Navy – does the parish council wish to participate in this? No decision was taken.
- b. Parish seats – it was agreed to do an ongoing refurbishment of these however nothing was done in 2016/17 – should a parish councilor take the lead and carry out assessments and provide reports similar to the parish wood inspections and also take on repair schedule. It was proposed and seconded that Cllr Marshall should take on this role if he accepts the project.
- c. The Parish Council is invited to attend a free NE Regional training session on Village Halls. This event will be held in Peterlee Town Council offices, Shotton Hall, Peterlee, County Durham SR8 2PH on the 7 September between 10:00 and 15:00. Tea/coffee will be served before the event starts at 10:00 and a buffet lunch will be served as part of this event. No representative will attend.
- d. Councillor Training – only one application to attend the chairmanship training so far. The ILCA course is an online course which gives a very good overview/introduction for councillors and it costs £99 per person - is this something the parish council should consider funding? A decision was taken to consider each request on a case by case basis.
- e. Transparency funding to run website – awarded £412.20.
- f. BDO extra £40 charge because the Clerk miscalculated % variance.
- g. Most Councillors have completed their Register of Interests and these have been sent to DCC only one is outstanding.

**1718/29**      **RISK ASSESSMENT REVIEW**

The risk assessments are still being written and will be presented to the next meeting.

**1718/30**      **NEWSLETTER**

The meeting held to discuss the future of the newsletter proposed a 12 page, A4 colour format with pages being assigned to organisations within the village. It was RESOLVED to change the format to 8 x A4 pages, the suggested allocation of pages is 2 for the parish council; 2 for the village hall; 2 for the Primary school and 2 for other charitable organisations in the village.

**1718/31**      **PROMOTION OF the PARISH COUNCIL**

This item is deferred to the next meeting when the Councillor who raised the item is present.

**1718/32**      **PLAY EQUIPMENT**

It was RESOLVED that enquires into leasing or buying the land adjacent to the village hall, owned by Northumbrian Water, should be investigated before making a final decision on the type of play equipment to purchase.

**1718/33**      **MEMBERS REPORT**

1718/331      Feedback from Councillor Surgery – none.

1718/33/2      War Memorial – the June deadline for the grant application was missed and a certified copy of minutes from the church is awaited and the request will be resubmitted in September.

1718/33/3      Consett Road – it was RESOLVED to spend up to £200 on plants and shrubs for the project.

1718/33/4      Parish Wood – a new updated plan was sent to Peter Downes on 2<sup>nd</sup> June 2017. The Wildlife Trust have visited the parish woods. On 8<sup>th</sup> August the Woodland Trust and the Land of Oak and Iron are going to walk around the woods then meet in the Fleece afterwards.

1718/33/5      Lead Miner – a risk assessment has been received and the next stage is contacting the Highways Asset Team.

1718/33/6      WWI Memorial – the title for the project is Healeyfield WW1 Heritage Trail and Memorial Garden.

1718 /33/7      Beacon for 2018 – Cllr Dixon has identified 3 possible sites but wants to wait until November to check out parking and access.

1718/33/8      Wildlife Crime – this has been noted by the parish council. It has been reported to the Police and it was RESOLVED to ask the neighbourhood wardens to consider the putting cameras out.

1718/33/9      Speeding in the Village – Cllr Dixon will speak to a director in Elddis about the lorries. County Cllr Johnson will feed in the issues to DCC.

1718/33/10      Old School on A68 – Cllr Forster and Spencer wondered if the building could be purchased and turned into a community asset using Heritage Lottery Funding. County Cllr Johnson stated that it was not a feasible option. It was RESOLVED that this project would not be pursued due to the impracticalities of the site.

**1718/34**      **COUNCILLOR QUESTIONS**      None.

**1718/35**      **CONFIDENTIAL ITEMS** – none.

**Conclusion of Meeting 8.55 p.m.**

Signed.....Chairman of the Council 27th July 2017