

Healeyfield Parish Council

Minutes of the Annual Meeting held on Thursday, 18th May 2017

1617/AM/1 PRESENT

Councillor Pearson, J Forster, D. Dixon, J Robson, A Hird, K Spencer P Marshall.
R Wright (Clerk)

1617/AM/2 APOLOGIES - County Councillor O Johnson

1617/AM/3 APPOINTMENT OF CHAIRMAN

It was RESOLVED that Councillor A Pearson be hereby appointed Chairman for the ensuing municipal year ending May 2018. The declaration of acceptance of office was signed.

1617/AM/4 APPOINTMENT OF VICE CHAIRMAN

It was RESOLVED that Councillor J Robson be hereby appointed as Vice Chairman for the ensuing municipal year ending May 2018.

1617/AM/5 CODE OF CONDUCT FOR PARISH COUNCILLORS

All councillors have read and signed up to abide by the Code of Conduct

1617/AM/6 CONFIRM MINUTES of the ORDINARY MEETING held on 27th April 2017

The minutes of the previous Ordinary meeting held on 27th April 2017 were RESOLVED as a true record.

Matters requiring update:

- a. DCC: FS-Case-12501671 cleaning path to Allansford – no update.
- b. DCC: FS-Case-20697480 verge cutting at Rose Cottage – it is done twice a year by the County Council and it is only when there are issues with line of sight that additional cuts are done.
- c. DCC: FS-Case-20697525 – cutting grass to the fence around the playing fields – no response yet.
- d. Letter to local residents about parking – the letter has been prepared and is with the Chairman before being posted.
- e. Siting of the lead miner – initial response was not to allow the statue on Rowley Bank however after discussion Highways have asked for more information and will consider the site.
- f. Letter to Ms Sewell has been sent.
- g. A duplicate invoice was requested from A J Guthrie for work done to the sandy path in June 2015 and a request to reclaim the vat has been sent.
- h. The vat reclaim for 2016/17 has been made and notification that the money has been sent by bacs has been received.

1617/AM/7 APPOINTMENT of REPRESENTATIVES to OUTSIDE BODIES & COMMITTEES

- (i) Mid Durham Parish Council Committee – Chairman, Vice chairman and clerk.
- (ii) Annual meeting of CDALC – Chairman, vice chairman and clerk.
- (iii) Castleside and District Community Association – Cllrs Dixon and Hird.
- (iv) Shotely Bridge Hospital Support Group – Cllr Spencer.
- (v) Parish Wood Committee – full council.
- (vi) Smaller Councils Meeting – Clerk and any councillor.

1617/AM/8 STANDING ORDERS – review and adopt

It was RESOLVED that the Standing Orders are accepted without any changes.

1617/AM/9 FINANCIAL REGULATIONS

It was RESOLVED that the Financial Regulations are without any changes.

1617/AM/10 ANNUAL GOVERNANCE STATEMENT – Section 1

Section 1 was completed by the parish council and signed by the Chairman and Clerk.

1617/AM/11 FINANCE

- (i) The Statement of Accounts for 2016/17 was accepted as correct and RESOLVED to be a true record of the accounts.
- (ii) May financial report was RESOLVED as a true record.
- (iii) It was RESOLVED to continue banking with HSBC.
- (iv) It was RESOLVED to continue with Zurich as the insurers however other companies will be considered before next year's renewal.
- (v) The internal auditor, Tom Cartmell has now retired. The parish council thanks him for all his work and he will be missed. Cllr Robson will ask a potential new internal auditor and report back at the next meeting.

1617/AM/12 ANNUAL GOVERNANCE STATEMENT – Section2

Section 2 was completed by the parish council and signed by the Chairman and Clerk.

1617/AM/13 SUBSCRIPTIONS

- (i) SLCC it was RESOLVED to continue membership.
- (ii) County Durham Association of local Councils (CDALC) it was RESOLVED to continue membership.

1617/AM/14 DONATIONS

It was RESOLVED to consider donations once a year in February. In event of an urgent request being received each case would be dealt with individually.

1617/AM/15 GRASS CUTTING

It was RESOLVED to appoint R. Batson as the contractor for grasscutting. It was RESOLVED to include Healeyfield Lane in the areas to be cut since this is an entrance to the village. The Clerk will contact DCC to liaise about the scheduling of cutting to cover the whole summer.

1617/AM/16 COMPLAINT PROCEDURE

It was RESOLVED that the Complaint Procedure is accepted unchanged.

1617/AM/17 PUBLICATION POLICY

It was RESOLVED that the Publication Procedure is accepted unchanged

1617/AM/18 MEETING DATES for 2017/18

Meetings will be held on the last Thursday of the month with no meeting in August or December.

Dates are 29th June; 27th July, 28th September, 26th October, 30th November 2017 and 25th January, 22nd February 29th March 2018.

The meeting closed at 8.35pm

Signed.....
Chairman of the Parish Council

Date 29th June 2017