

DRAFT

**Minutes of a meeting of Healeyfield Parish Council
Held on 28 May at 7.30 p.m. Castleside Village Hall.**

PRESENT

Councillors A D N Addison, P Archer, D Dixon, A Hird, J Forster, A Pearson (Chair).

County Councillors R Young, O Johnson and Councillor C Burton.

G Miller (Clerk).

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Robson.

1516/1 DECLARATIONS OF INTEREST

No declarations of interest were submitted.

1516/2 PUBLIC PARTICIPATION

The public participation policy was on display.

1516/3 MINUTES OF PREVIOUS MEETING

1516/3/1 The minutes of the previous meeting were agreed as a true record.

1516/3/2 Matters arising from the previous meeting

It was noted Nick Snowdon Neighbourhood Warden had actioned the concerns raised at the previous meeting and Members wished to place on record their appreciation for his assistance.

1516/4 AAP & PARISH COUNCIL'S REPORT

The Clerk advised Andy Coulthard AAP would be in attendance at the July meeting to discuss the village action plan.

1516/5 POLICE AND PACT REPORT

Councillors Addison and Archer reported issues from the local PACT meeting;

- Dog fouling highlighted as a PACT priority and to include problems with stray dogs.
- The columns for the street lighting on the Grove to Consett road had been removed following them being switched off.
- Speedwatch Team were nominated for a POP award.

Councillor Archer advised the Speedwatch at Maudville could not be carried out due to the surrounding parked cars and further advised that the speeding in Church Street remained a concern.

1516/6 **COUNTY COUNCILLOR REPORT**

Councillor Johnson advised there was a LA Governor vacancy at St Pius Primary School if anyone was interested in the position to contact the Clerk. Councillor Johnson advised he had been informed by the Highways department that residents were instructed to remove the polite no parking notices on Consett Road it was RESOLVED the Clerk to send a letter to the residents to explain the Parish Council's position.

1516/7 **FINANCE**

It was RESOLVED that the finance report be received.

EXPENDITURE - Cheques presented for approval on 29 May 2015

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
1367	29 May	207.94	0.00	207.94	CDALC	Subscription charge 2015/16
1368	29 May	77.00	0.00	77.00	SLCC	Subscription 2015/16
1369	29 May	170.20	0.00	170.20	Conway Printing	Newsletter
1370	29 May	17.50	0.00	17.50	British Royal Legion	Poppy Wreath (re-issue)
Total		472.64	0.00	472.64		

INCOME RECEIVED	
Community Account	0.00
Business Money Manager Bank Interest	0.00
Cancelled cheque no 1250	17.50
Total Income in month (£)	17.50

BALANCES	
Balance B/F	17538.42
Add Income as above	17.50
Less Expenditure	472.64
Balance C/F	17083.28

1516/8 **CORRESPONDENCE**

The following items of correspondence were received;

1516/8/1 DCC Highways Consett Road signs

1516/8/2 notification from Persimmon Homes to fix/repair the gate at Wharnley Way

1516/8/3 Road entrance into Moorland Crescent garage site referred to Economic Regen Dept DCC.

1516/8/4 Confirmation from DCC the ownership of all public seating within the Parish now transferred to the Parish Council. It was RESOLVED to draft a rolling programme of works for the maintenance of the seats Councillor Pearson to provide photos for the next meeting.

1516/8/5 Temporary road closure notice The Grove to Knitsley for a 3 day period commencing 2nd June.

1516/8/6 Councillor and Chairmanship Training it was RESOLVED Councillors Archer and Robson to attend.

1516/8/7 Nominations for volunteering awards open for applicants.

1516/9 DEVELOPMENT CONTROL

Members noted the following application;

DM/15/01334/FPA - The Byers High Knitsley Farm construction of a stable block consisting of three stables and tack room Lanchester.

1516/10 CLERKS REPORT

1516/10/1 The Clerk reported on the new legislation for Annual Returns and Data Transparency requirements for smaller authorities. Parish Council's with an annual turnover of less than £25,000 will be subject to the recent Data Transparency Guidelines introduced by Government from 1 April 2015.

From the 1 April 2017, the Parish Council has the choice whether to have their accounts audited by an external auditor or not. It was RESOLVED to continue with the internal audit only from 1st April 2017.

The following information must be displayed on the Parish Council website;

- All items of expenditure above £100
- End of year accounts, annual governance statement, and internal audit report

The end of year accounts should be accompanied by;

- A copy of the bank reconciliation for the relevant financial year
- An explanation of any significant variances (e.g. more than 10-15%, in line with proper practices) in the statement of accounts for the relevant year and previous year ; and
- An explanation of any differences between "balances carried forward" and "total cash and short term investment" if applicable.
- A list of councillor or member responsibilities
- Details of public land and building assets owned by the parish council

The draft minute from all formal meetings (i.e. full council, committee and sub-committee meetings) should be published not later than one month after the meeting has taken place. Meeting agendas and associated meeting papers should be published not later than three clear days before the meeting is taking place.

1516/10/2 request to purchase Microsoft Office, Members considered the request and it was RESOLVED the Clerk to purchase the software for the Parish Council laptop.

1516/10/3 Newsletter, the Clerk requested volunteers to undertake the production of the newsletter following discussion it was RESOLVED to review the Clerks working hours at the next meeting.

1516/11 MEMBERS REPORT

1516/11/1 Feedback from Councillor Surgery – no residents attended the surgery.

1516/11/2 Parish Paths grant application- Councillor Archer presented the meeting with the tenders submitted by contractors to undertake the improvements to the footpath. Following discussion it was RESOLVED to award the contract to A Guthrie, Members thanked Councillor Archer.

1516/11/3 Flower Tubs – the item was deferred to the next meeting Councillor Forster to provide a report with estimates of pricing for the tubs.

1516/12 PARISH WOOD

Members were impressed with the recent turnout to the consultation event and awaited Simon Wilson AONB collating the questionnaire results for future discussion. It was RESOLVED to send a thankyou letter to Mr Wilson's manager. It was RESOLVED Councillor Hird to obtain prices for parish wood finger direction signs. It was further RESOLVED the clerk to enquire about planning permission for the erection of the cast metal AONB sign.

1516/13 COUNCILLOR QUESTIONS

No Councillor questions were submitted.

Conclusion of Meeting 9.05p.m.

Signed.....Chairman of the Council
25th June 2015