

Minutes of a meeting of Healeyfield Parish Council
Held on 28th January 2016 at 7.00 p.m. Castleside Village Hall.

PRESENT

Councillors D Dixon, J Forster, J Robson, A Pearson (Chair) A. Hird K Spencer.
County Councillors O Johnson County Councillor R Young.

R Wright Clerk.

APOLOGIES FOR ABSENCE

None.

1516/80 DECLARATIONS OF INTEREST

None.

1516/81 PUBLIC PARTICIPATION

The public participation policy was on display.

1516/82 MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting 26th November 2015 were RESOLVED as a true record.

Matters arising from the minutes:

1516/82/1 Kristina Spencer has been co-opted onto the parish council.

1516/82/2 The sandy path repair has been carried out however one member of the public emailed his concerns about the repair. The Chairman and Clerk visited the site and the work and the problem appeared to be fixed. Water will still accumulate further down the path in a natural dip.

1516/82/3 The Dementia Friendly session was cancelled by the trainers due to a severe weather warning. A new date needs to be scheduled.

1516/82/4 The fallen tree and broken fence in the Parish wood has been sorted out. Thanks to Cllr Dixon for his help in this matter.

1516/82/5 The insurance payment for the notice board has been received (it had been posted to the previous Clerk) the insurance company has update the address details.

1516/82/6 The bank signatories have been changed however a letter needs to be sent to change the address for correspondence to be sent.

1516/83 AAP REPORT

The Mid-Durham AAP PCC met on 16th Jan 2016 at Lanchester. The Clerk attended and the following points were the key outcomes of the meeting:

- 5 dementia advisors cover the whole of Durham and the Alzheimer's charity is looking to appoint a representative to work across the county.
- The summer scheme will run again and ways of encouraging attendance are being considered. Parish Councils need to consider if they will fund the scheme again.
- Neighbourhood wardens are being restructured and may not have the resources to use the 4 fly tipping cameras which Parish Councils were going to purchase.

- An update was given on the winter maintenance budget (£5.4M this year)
- External audit was discussed and the general view was that opting out was complicated. Parish Councils must decide before the 31st March 2016.
- Steve Ragg will be leaving in March but will return on a part-time basis funded by CDALC for two years. However, where he will be located is not confirmed yet.

1516/84 CHAIRMAN'S REPORT

The Chairman reported that the Christmas lights been taken down and stored for next year. A donation of £500 had been received from Alf Addison, a former parish councillor, with no specific mention of what it was to be used for. It was agreed that it would be kept and spent on a significant item to suitably honour the donation.

1516/85 POLICE AND PACT REPORT

1516/85/1 Nothing received from the PCSO. Clerk will send another email.

1516/85/2 The monthly neighbourhood protection monthly reports are being circulated to members.

1516/86 COUNTY COUNCILLOR REPORT

County Councillor Johnson said the land at Moorside school which is used for grazing is owned by DCC and is designated for woodland planting. Old Castleside school is being demolished and new houses will be built on the site. The roof has come off at St Johns hall in Moorside and the drama group, which meets there has relocated and has asked for help with the rent from the County Councillors. The medium term financial plan cannot be published without the final grant figures from central government however all services in the county will experience cuts. The Phoenix Centre negotiations are still ongoing. County Councillor Young said that most of the performance indicators for the Council were on target but sickness absence remains a problem.

1516/87 FINANCE

It was RESOLVED that the finance report be received.

EXPENDITURE - Cheques presented for approval on 28 January 2016

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
1392	28 Jan 16	192.70	0.00	192.70	Conway Printing Services	Order of service; posters; parish mags
1393	28 Jan 16	31.67	6.33	38.00	Adrian Hird	Christmas tree lights
1394	28 Jan 16	20.00	0.00	20.00	Wellfield Community school	Design of parish magazines
1395	28 Jan 16	85.00	17.00	102.00	AJ Guthrie & Son	Repair of sandy path
Total		329.37	23.33	352.70		

INCOME RECEIVED

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Transparency funding for IT (community a/c) added in Dec statement	195.00
Donation from A D N Addison (community a/c) added in Jan statement	500.00
Business Money Manager Bank - interest	3.13
Total Income in month (£)	698.13

LATEST BANK BALANCES

- a. HSBC Business Money Manager Account as at 11 Dec 15 £18,627.99
- b. HSBC Community Account as at 11 Jan 16 £2273.38

BALANCES	
Balance Brought Forward	20901.37
Add Income	0.00
Less Expenditure	352.70
Less o/s cheques	0.00
Balance Carried Forward	20584.67

1516/87/1 New Christmas lights were purchased in December with council approval. It was RESOLVED to accept the invoice and pay for the lights.

1516/87/2 After discussion about the proposed rates for the existing website it was RESOLVED to opt out of taking an SLA in March and source a new website supplier.

1516/87/3 It was resolved to opt in to the external audit provision being offered by DCC.

1516/87/4 In light of the existing problems with the Microsoft Office package on the laptop it was RESOLVED to purchase a new business version of the package.

1516/87/5 It was RESOLVED to pay for the Clerk to attend the NE Event.

1516/87/6 In order to provide the necessary support for the Clerk to gain the CiCA qualification it was RESOLVED to pay for the CDALC mentoring course.

1516/88 CORRESPONDENCE

1516/88/1 Electronic Correspondence:

Changes affecting our website – opt in or out of new agreement

Mid Durham AAP Co-opt of Younger Member Resume

Mid Durham AAP new funding for community organisers

Mid Durham AAP – New Year New Neighbourhood Project

NHS North Durham CSG Commissioning Priorities 26-Jan-2016 Riverside Park

Joint Health and Wellbeing Strategy

CDALC newsletter

NE Regional Event 9th March 2016

County Durham Poverty Action Plan

Afternoon Tea at County Hall 18th January 2016

Energy Advice and Support – arrange a session (must apply before 31st Jan 2016)

Neighbourhood Protection monthly report

Neighbourhood Plan – evidence gathering

Sector Led Body for Audit Procurement

Public Sector Audit appointments limited report on accounts and audit 2014/15

Referendum Principles will not apply to parishes for 2016/17

New Year Honours Nominations for 2017
Royal Garden Party 24th May 2016 – apply by 31st January 2016
The Queen's 90th Birthday Beacons 21st April 2016
Paul Dancer – reference repair to sandy path
Paper correspondence:
Letter accompanying donation from A D N Addison

1516/88/2 Letter from Mr & Mrs Syron - concerning the problem of HGVs and the damage being caused to the environment at Knitsley Lane. It was RESOLVED to send a letter to the Highways Authority at DCC to raise the issues.

1516/88/3 A request was received to tender for grasscutting and ground maintenance works in the parish. It was RESOLVED that Cllr Forster would discuss the current requirements with the company and any tender can be considered at a later meeting.

1516/89 PLANNING MATTERS

1516/89/1 No planning requests to be considered.

1516/89/2 Neighbourhood Plan – the amount of work and planning as well as community involvement in creating a neighbourhood plan was discussed. The planning document which needed to be completed prior to applying for funding would be impossible to complete without considerably more information. It was RESOLVED to request an opportunity for the parish councillors to sit-in on one of Lanchester Parish planning meetings since they have been working on their neighbourhood plan for two years.

1516/90 CLERKS REPORT

1516/90/1 Policies – There is a requirement to update the policies on our website

1516/90/2 After discussion with Steve Ragg an application has been submitted to the Transparency Fund for a new laptop.

1516/90/3 Many parish council are opting out of the SLA for maintaining their existing website and a group of parish councils are looking into a single provider with a view to cutting build costs.

1516/91 MEMBERS REPORT

1516/91/1 Feedback from Councillor Surgery – no residents attended. The Parish Council agreed to continue making the surgery sessions available.

1516/91/2 Queen's Birthday – It is the intention to organise a village event to mark the 90th birthday and to co-ordinate it with the picnic on The Mall taking place in London. Further planning will be done by Cllrs Forster and Robson be done and agreed with the parish council before announcing this event.

It was RESOLVED to purchase a gas beacon using the donation from Mr Alf Addison which will be lit on 21st April 2016 to mark The Queen's actual birthday. Insurance cover will be investigated as will the siting of the beacon.

1516/91/3 Defibrillator – It has arrived and a cabinet needs to be purchased. The cabinet chosen will cost £477.50 and it was RESOLVED that the parish council will buy it and the Village Hall has agreed to donate half the cost. Thank to Cllr Forster for her hard work and perseverance in securing the necessary funding and signatures.

1516/91/4 Village Projects – The creation of a poppy mosaic and local war history information boards was discussed. It was RESOLVED to submit an expression of interest to the Heritage Lottery Fund for this project. The inclusion of local history groups and links to existing websites needs to be investigated. The Village Hall Committee must be consulted prior to any final decisions on the project.

1516/91/5 War Memorial Access – awaiting a response which is due in February.

1516/91/6 Fly the Flag – The clerk has received permission on behalf of the parish

council from Rev Jackson to use the ST John's Church flagpole. It was RESOLVED to purchase a Commonwealth flag. Cllr Robson will liaise with the schools about getting some classes involved in the flag raising ceremony. The Chairman and Cllr Robson will take a personal invitation to Mr Alf Addison to invite him to raise the flag this year.

1516/91/7 A692 the Grove to Consett - The removal of the street lighting along this stretch of road has made it dangerous especially at night and when misty or foggy. It was suggested that putting cats eyes into the road would help. It was RESOLVED to send a letter to the Highways Authority in DCC bringing this problem to their attention.

1516/91/8 Parish Wood Update – Cllr Forster has been contacted by the Countryfile team about a possible visit to film in the wood. There is a concern about the lack of management work this year and the deadline for tree felling is 1st March 2016 so nothing can be planned. It was RESOLVED to make contact with Simon Wilson AONB Stanhope and invite him to come to a meeting and discuss future woods management plans.

1516/91/9 Big Clean Up – It was RESOLVED to hold this event on Saturday 16th April 2016 from 1000 – 1200hrs. Cllr Forster is co-ordinating with DCC.

1516/92 COUNCILLOR QUESTIONS - none

1516/93 CONFIDENTIAL ITEMS

The Clerks contract was discussed and a few amendments were required. It will be presented at the next meeting for agreement.

Conclusion of Meeting 9.05 p.m.

Signed.....Chairman of the Council 25th February 2016