

Minutes of an Ordinary meeting of Healeyfield Parish Council
Held on 27th October 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. County Councillor R Young.

1617/83 APOLOGIES FOR ABSENCE None.

1617/84 DECLARATIONS OF INTEREST None

1617/85 PUBLIC PARTICIPATION The public participation policy was on display. Three members of the public were there during parts of the meeting.

1617/86 MINUTES OF PREVIOUS MEETING

The minutes of the previous Ordinary meeting held on 25th August 2016 were RESOLVED as a true record.

1617/87 AAP REPORT

Mid Durham AAP PCC meeting covered the following topics:

Demonstration of fly tipping camera

Supportive volunteer driving scheme (leaflet)

Summer activity schemes more children attended

Faith meeting being organized for November

Stay Safe working with young people

Village Action Plans are being updated and distributed to Parishes

CDALC is organizing purdah and election training.

DCC consultations – Public Space Protection Order for Dogs & Draft Police, Crime and Victims Plan 2016-21 & DCC 2017/18 Budget Proposals.

For information only.

1617/88 CHAIRMAN'S REPORT

The Chairman has signed for a key to the Village Hall as the locks have been changed. No keys can be cut and this complies with the insurance requirements and increases security by limiting access. Any meeting held in the upstairs room must ensure the door is locked.

Members have been made aware of the fire exits and the location of fire extinguishers.

The Chairman and some Councillors met with a Paul Taylor from Kompan to discuss options and costs to install new play equipment in the village. A suitable site has yet to be agreed.

A hate rime event was held at Moorside school with PCSO08009 Rachael Farrimond-Wight in attendance. It was RESOLVED that the PCSO can place an article on this subject in the next newsletter.

1617/89 COUNTY COUNCILLOR REPORT

A consultation with the AAPs about protecting services is coming to an end.

The Government wants to cut the number of MPs with each serving approx. 74,000 people and this will result in changes around Durham.

The lighting on the A692 is a problem and potential solution may be using Sect 106 money to provide low level lights.

A request was made to County Councillor Young to investigate if the car park light beside the Village Hall could be reconnected and the Parish Council would consider part funding the costs depending what they were.

For information only.

1617/90 **FINANCE**

1617/90/1 It was RESOLVED that the finance report be received and accepted.

EXPENDITURE - Cheques presented for approval on **27th October 2016**

| CHQ No. | Date | Cost | VAT | Total (£) | Payee | Detail |
|--------------|-----------|----------------|--------------|----------------|--------------------------|--|
| 1427 | 27 Oct 16 | 435.00 | 87.00 | 522.00 | RB Tree & Landscapes | Grass cutting along A68 and in village |
| 1428 | 27 Oct 16 | 220.88 | 0.00 | 220.88 | Clerk's expenses | External auditor fees |
| 1429 | 27 Oct 16 | 1054.13 | 0.00 | 1054.13 | Clerks's salary | July- Oct 2016 |
| 1430 | 27 Oct 16 | 197.10 | 0.00 | 197.10 | Conway Printing Services | Autumn newsletter |
| Total | | 1907.11 | 87.00 | 1994.11 | | |

| INCOME RECEIVED | | |
|-----------------------------|---|-------------|
| Business Money Manager Bank | | 0.00 |
| Community Account | memorial bench J Natress (already included) | 428.00 |
| | Transparency funding (already included) | 730.00 |
| | | 0.00 |

LATEST BANK BALANCES

- a. HSBC Business Money Manager Account as at 11 Sept16 £19058.06
- b. HSBC Community Account as at 11 Oct 16 16 £7398.81

| BALANCES | |
|--------------------------------|-----------------|
| Balance Brought Forward | 26456.87 |
| Add Income | |
| Less Expenditure | 1994.11 |
| Less o/s cheques | |
| Balance Carried Forward | 24462.76 |

1617/90/2 It was RESOLVED that the Quarter 2 budget was received and accepted.

1617/91 **CORRESPONDENCE**

Electronic Correspondence:

Mid Durham AAP - Board meeting 14th September in Hamsteels Community Centre

Mid Durham AAP - Banners & Band at Burnhope

Mid Durham AAP - Board notification and E-Bulletin

Next Mid Durham AAP Road Safety Task Group Meeting - 29.9.16

Mid Durham AAP - Wheels to Work publicity information

Mid Durham AAP Heads Up Christmas Newsletter - Christmas events

Mid Durham AAP - Faith and Wellbeing Event

Mid Durham AAP - St John's Hall

Spennymoor AAP - Durham Dementia Advisor Service newsletter

Mid Durham AAP - Butsfield and District Young farmers need our help

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

Patient Power in NHS Planning
North Durham CCG Community Engagement October 2016 Focus Group and Drop In
North Durham CCG Community Engagement Project Focus Group October 2016
Events and Information – Durham Community News x 5 separate issues
Share and Learn event - Marketing 19th September
Durham County Carers Support AGM
Newsletter – Caring Matters
Wellbeing for Life are doing a survey
Locate care and support in County Durham
Poverty and the Workplace Conference - Friday 23 September
Durham County Council - Public Consultation - Implementation of a Public Space Protection Order (PSPO) for dog control
Parish Council - DCC Budget Consultation
Durham County Council budget consultation
Invitation to Locality Meeting 6 Sept 2016 and reminder about convention
Meeting with MP's and Parliamentary outreach workshop.
Consultation on council tax referendum principles
parish councils and referendum principles
Council tax Referendum – response
NALC survey for smaller councils
CDALC September Newsletter
GP Strategies Training Limited
CDALC AGM - Agenda Minutes of 69th Meeting and 2015/16 Annual Report
NETPark
Stay Well This Winter roadshow comes to the North East
Village hall event
Community Grants
First World War: Community, Heritage and Legacies Workshop - Dorman Museum, Friday 7th October 2016
War Memorials News - 30th August 2016; 13th September 2016; 25th October 2016
War memorial and churchyard – response – [agenda 17 \(II\)](#)
Healeyfield War Memorial quote – [agenda 17\(ii\)](#)
Remembrance Sunday
Key for boom gate at Four Lane Ends, Castleside – [Clerk's report](#)
Parish Council "Parish News - October"
Castleside Field Query
Telephone Box – acknowledgement that it is still being chased – [Clerk's report](#)
Seat below the Fleece
Rabbitbank Wood Nature Reserves – Durham Wildlife Trust
Local resident has requested an electronic copy of the newsletter be put on the website
Consett Clock - Your Views – [Chairman's report](#)
DM/16/02924/FPA – [agenda 10](#)
St John's Church Hall (Castleside Moorside & The Grove) – [agenda 17\(i\)](#)
Lighting the Christmas Tree in Castleside – response from the Church – [agenda 17 \(i\)](#)
FLY A FLAG FOR THE COMMONWEALTH + Matters for Parish Council – [agenda 17 \(i\)](#)

1617/91/1 Rabbitbank Wood Nature Reserve – It was RESOLVED that an article can be put in the next newsletter on this topic.

1617/91/2 Request for electronic version of the newsletter be placed on the website – it was RESOLVED that this can happen. The caveat is that it will happen after the changeover of websites which is currently ongoing.

1617/91/3 Consett Clock – The clock will cost around £18,000 and local views are being sought. There was a positive response from all the Councillors and it was RESOLVED to support installing a new clock.

1617/92 PLANNING MATTERS

1617/74/1 Planning Applications – DM/16/02924/FPA County Councillor Young stated that a number of residents had complained to him about the potential flooding problem which this application is meant to address. There is a logged complaint in the system. The Parish Council is concerned about the impact of the run-off water and it was RESOLVED to send this to the Planning Department. The flood risk assessment also needs to be revisited by Durham County Council.

1617/93 CLERKS REPORT

1617/75/1 Matters requiring update:

- a. War memorial repair – quote received nothing heard despite contacting them again.
- b. Parish Seat and Flower Tub numbers: quote from one company, initial cost of setting up art work is £20 then each label is approx. £18. Rob Telfer – approx. £70 to create image of logo for engraving plus £5 per 2” x 2” square/circle. Image can be used for future and we would get a copy.
- c. Telephone box – requested it be chased again.
- d. Website – work is underway at A Byte Computer. Sent the URL to everybody for comments.
- e. Parish Wood meeting – still outstanding.

1617/75/2 The Finance training day at Shotton Hall was very well attended with both councillors and clerks. Subjects covered included VAT; governance; internal controls; the Transparency Code; budgeting and a Corporate Procurement briefing.

The conversion of DCC website to Word Press has taken place. IT training was arranged for clerks at County Hall to be able to use the converted website which is now live.

CiLCA qualification there are issues over the deadline and the scheduling of the mentoring course. There appears to be little flexibility and understanding of the work required by part-time clerks and the Clerk is going to lodge a complaint. The Parish Council RESOLVED to draft a letter of support to accompany complaint.

It was RESOLVED that to help communication and co-ordination between the Church, Village Hall and Parish Council an email would be sent by the Clerk updating each group on their proposals and future events.

1617/94 PARISH WOOD

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.

1617/95 WWI MEMORIAL

Cllr Forster is preparing a grant application and it was RESOLVED to ask the residents about what sort of memorial they would like to see. A question will be put in the next newsletter.

1617/96 LEAD MINER MEMORIAL

Cllr Forster has investigated costs for a statue and tubs which could be combined to form a memorial somewhere in the village. It was suggested that the AAP was approached for funding and other funding options need to be sought.

1617/97 NEW PARISH WEBSITE

The newly converted website, originally managed by DCC, has been created and is live. The newly commissioned website for the Parish Council is also available for comment and changes prior to going live. Councillors are asked to feedback any comments to the Clerk and this website will go live in November.

1617/98 RISK ASSESSMENT POLICY

It was RESOLVED to accept this statement and it will be displayed on the new website.

1617/99 MEMBERS REPORT

1617/99/1 Feedback from Councillor Surgery – none.

1617/99/2 Christmas Light Switch On – A Church Warden attended the meeting to discuss the issues over this event. The Parish Council would like the lights switched on after the service on the 4th December, as proposed by the Church. The council will cancel their arrangements for that date and the Church will be responsible for organising the event on the 11th December. The Councillors have offered to provide transport for anybody who wishes to attend on 11th but cannot get to the Church. The Parish Council will request that from 2017 onwards the switch on event be held on the first Sunday in December.

1617/99/3 War Memorial – A report of the work required to make the accessibility easier has been submitted to Rev. Martin Jackson and the Parish Council will await the response from the Church.

One quote has been received for cleaning and repair of the memorial. This will be submitted to Peter Dunn, DCC for advice.

1617/99/4 Parish Seats – It was RESOLVED to order number plaques for the seats without the logo.

1617/99/5 Shotley Bridge Hospital – Cllr Spencer has attended several meetings and feels there are no real answers being given to any of the questions posed by the public.

1617/99/65 Newsletter – it was RESOLVED that due to the lateness of the Autumn edition the next newsletter will be published in February 2017. A new regular feature was discussed and Cllr Robson will take the lead organising it. The format and publishing dates will be discussed in the next meeting.

1617/100 COUNCILLOR QUESTIONS None.

1617/101 CONFIDENTIAL ITEMS – It was RESOLVED that further dates will be sought to interview the applicant for the co-opted position on the Parish Council.

Conclusion of Meeting 9.21 p.m.

Signed.....Chairman of the Council 24th November 2016