

Minutes of an Ordinary meeting of Healeyfield Parish Council
Held on 28th September 2017 at 7.00 p.m. Castleside Village Hall.

PRESENT

Councillors J Robson, P. Marshall, A Pearson (Chair), J Forster, K Spencer, R Wright – Clerk, County Councillor Johnson.

1718/54 **APOLOGIES FOR ABSENCE** - Cllr A Hird.

1718/55 **DECLARATIONS OF INTEREST** - Cllr Dixon agenda item 10(i).

1718/56 **PUBLIC PARTICIPATION** Several members of the public attended the councillor surgery but left before the meeting started. The public participation policy was on display.

1718/57 **MINUTES OF PREVIOUS MEETING**

The minutes of the Ordinary meeting held on 27th July 2017 were **resolved** as a true record.

Matters requiring update:

- a. DCC; FS-Case-12501671 clearing path to Allansford – nothing heard and it was agreed to open another enquiry about the condition of the path with DCC.
- b. Flagpole for Village Hall – has not been added to the agenda for this meeting because the agenda will become unmanageable.
- c. Risk Assessment for street furniture – this has not been completed. The risk assessment from Vicky Jacomb, Came & Company is outstanding.
- d. Consett Road – Cllr Robson stated that a local resident had offered to look after the area.
- e. Rosettes for Autumn Festival – ordered and collected.

1718/58 **AAP REPORT**

The Clerk has been asked by Andy Coulthard to point out that one of the issues raised at the drop in was the lack of free doggy poo bags from the PC. Another local parish council supplied the following costs: £155.20 for 2000 bags plus VAT and delivery charges. It was agreed it would be an item on the next meeting agenda.

Cllr Marshall explained that the Consett Church detached group was struggling to find young people to engage with around Castleside due to the lack of youngsters on the streets. It was agreed that in general there were fewer young people seen congregating. The parish council could not suggest anything to help foster engagement.

1718/59 **CHAIRMAN'S REPORT**

The Chairman thanked the people involved in organising the Autumn festival and praised the primary school choir for their wonderful performance. There were many more attending this year's festival compared to last year and hoped this would continue in future years.

1718/60 **COUNTY COUNCILLOR REPORT**

Councillor Johnson said that the Smelters Arms planning application had generated responses from resident who were both for and against the application. He also stated that the lack of public notification by way of paper notices on display near the site breached the procedure and this should be raised with the Planning Department.

The Durham book festival is ongoing with events across the county.

The Lumiere is coming up and there will be a series of road closures due to the extra security measures being put in place. Free tickets will be available at local libraries and county hall, these are only for 4.20-7.00pm. Tickets are available from the middle of September.

The Locomotion museum at Shildon comes under the umbrella of the national science group and up to £6M is being spent to link the site up to Stockton. From 22nd Nov – 15th Jan the Soyuz capsule that Tim Peake came back to earth on along with two other astronauts will be on display. It is free to park and enter the exhibition. It will be possible to experience life in the capsule through a virtual reality programme, there is a charge for this. Anybody wanting to try the experience must be over 13 years old and fulfil certain health conditions. An offer has been made by DCC to the teaching assistants and two trade unions have already accepted it. The third trade union is balloting members at present.

1718/61 FINANCE

1718/61/1 The parish council questioned why they had to pay the hall charges for the AAP drop in. Cllr Marshall agreed to discuss this with Andy Coulthard and report back. It was **resolved** that the remaining finance report be received and accepted.

EXPENDITURE - Cheques presented for approval on 27th July 2017

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
*1461	28 Sep 17	435.00	87.00	522.00	RB Tree & Landscapes Ltd	Grass cutting
*1462	28 Sep 17	27.00		27.00	CDALC	Chairmanship training
1463	28 Sep 17	250.00		250.00	DCC	Summer play scheme
1464	28 Sep 17	168.00		168.00	BDO LLP	External auditor fees
1465	28 Sep 17	40.00		40.00	Castleside & District Community Assoc.	Hire of village hall for AAP drop in
1466	28 Sep 17	60.00		60.00	Castleside & District Community Assoc.	Hire of village hall for Autumn festival
1467	28 Sep 17	896.58		896.58	Ruth Wright	Salary (Jul-Sep 17)
Total		1876.58	87.00	1963.58		

* these cheques have already cleared through the community account.

INCOME RECEIVED		
Business Money Manager Bank	Interest (already included)	2.46
Community Account	Transparency funding (already included)	412.20
		414.66

LATEST BANK BALANCES

- a. HSBC Business Money Manager Account as at 11 Sep 17 £24753.77
- b. HSBC Community Account as at 11 Sep 17 £2914.74

BALANCES		
Balance Brought Forward		27668.51
Add Income		
Less Expenditure		1414.50
Less o/s cheques		20.00
Balance Carried Forward		26234.01

- Cheques 1461 & 1462 have already cleared through the account and are taken off the expenditure total above.

1718/61/2 The report from BDO was given and there were no issues apart from the original missing data which was sent by the clerk.

1718/61/3 The budget breakdown for quarter 2 was **resolved** as correct.

1718/62 CORRESPONDENCE

Electronic Correspondence:

AAP

Mid Durham AAP - E-Bulletin

Mid Durham AAP - Road Safety Audit - Pilot Programme Scoping meeting

Mid Durham AAP/Parish Councils - Fly tipping and dog fouling hotspots - identified via recent public drop in sessions.

Mid Durham AAP - task groups for 2017/18

Mid Durham AAP - Heritage Open Day celebration

Mid Durham AAP - Board meeting 13th September - Satley Village Hall

Mid Durham AAP - promote police Langley Park Security Roadshow

Mid Durham AAP - AAP meeting engagement update

Mid Durham AAP - Board meeting tonight Satley Village Hall

Mid Durham AAP - Seatbelt campaign

Mid Durham AAP - Durham Voice 14th September 2017

Mid Durham AAP - Durham Voice 14th September 2017

Dementia Action Alliance Coordinator

Village Environmental Issues - Proposed solution... – **clerks report**

Speeding, parking and congestion - Key areas for road casualty reduction pilot project – **clerks report**

DCC

Community Building event 7 September Shotton Hall, Peterlee, Durham SR8 2PH

Advice in County Durham

Chief Executive's Bulletin 29 - 4 August 2017

Chief Executive's Bulletin 30 - 18 August 2017

Parish Council planning responses – advice

County Durham Local Access Forum - Annual Report

No change to bin collections and closure of Customer Access points over August Bank holiday

HR Training Sessions in October

County Durham Skill Mill

Free cycle parking for Parish & Town Councils in County Durham – **agenda item 14**

Department for Transport - Accessibility Action Plan

Vehicle Charging

Free Standards Training Session – **clerks report**

Parish Election feedback survey for councillors

Offer letter 16NB-MDUR048 Lead Miner Wood Carving, Castleside – **agenda item 16(iv)**

CDALC/NALC/SLCC

NALC Newsletter - 1 August 2017

NALC Newsletter - 15 August 2017

2017/18 Annual Governance Statement and risk assessments.

General Data Protection Regulation – **clerks report**

General Data Protection Regulation – **clerks report**

CDALC AGM 21 October 2017

Bursary to attend the NALC National Conference in Milton Keynes.

CDALC AGM – **clerks report**

Parish Council Committee - Agenda and papers

Durham County Council: We want your opinion

Miscellaneous

£350 sponsored (free) places at Low Carbon Britain event Nov 2017

Better Broadband Subsidy Scheme

WW1 Seat Special Offer

RE: Lease of Land behind Castleside Village Hall - **agenda item 14**

Kompan UK – matched funding competition – **agenda item 14**

War Memorial News - 22nd August 2017

War Memorials News - 5th September 2017

War Memorials News 19th September 2017

FW: 30 Hours Funded Childcare

Durham Community News August 2017

Durham Community News September 2017

STOPTOBER - Outreach Promotion

A message from Durham Miners' Association: Take your seat in the Pitman's Parliament

Parish Wood WMP - plan renewal

Parish Wood – event on 10th Nov 2017 at Snods Edge

Paper

none

1718/63 PLANNING MATTERS

(i) DM/17/02986/FPA the parish council **resolved** not to comment on this application.

1718/64 CLERKS REPORT

1. Agenda – it is put onto the website at least two weeks before the meeting for Parish councillors to check and make any requests for items to be added/changed. It was agreed that the clerk would email a reminder to members.
2. The environmental task force proposal the AAP is keen to have feedback. A request would be sent to the AAP to confirm if the group had 3rd party liability insurance. The parish councillors will do walk through the village and consider any work that needs doing which this group could do.
3. Feedback for areas of concern for road safety the AAP requires feedback. The A692 through the village is very bad for speeding especially trucks and parking was also considered an issue. The local PCSO will be notified about the parking problems.
4. The free standards training session – one councillor is attending.
5. General Data Protection Regulations – paperwork is starting to come through and a training session is being arranged. The Clerk will update the parish council on what it means to them in due course.
6. CDALC AGM on 21st October 2017 at County Hall starting at 1000hrs – The Chairman will attend.
7. Quotes for roller banners (inside) and tear drop (outside banners). This item will be put on the next agenda.
8. Parish events diary/calendar – a draft was circulated and it was agreed that it would be a useful document for the website and the parish council. CCllr Johnson requested a copy be sent to his office.
9. The posters for the rubbish and recycling do not apply to the Healeyfield Parish.
10. The current defibrillator cabinet requires a lot of work by Cllr Forster and a keypad cabinet would be a more sensible option. It was agreed that this item should be added to the next agenda.

1718/65 NEWSLETTER

The Clerk stated that due diligence to ensure the costs are the best the parish council can get is outstanding and this needs to be done in the near future. The parish council has failed to produce the summer newsletter and the spring newsletter was late. It was agreed that the Autumn newsletter deadline for articles is Monday 16th October and the delivery will be the first week of November. It was **resolved** that residents should be consulted about the size, style and content of the newsletter prior to making any changes.

1718/66 PLAY EQUIPMENT

Cllr Dixon was unhappy that the Village Hall Committee had not been involved in the meeting with Paul Taylor from Kompan. It was resolved that all future consultations regarding the play equipment and area will include the Village Hall. There were questions raised about who would be responsible for inspections and this needs to be included in discussions.

1718/67 FREE BICYCLE STANDS

This item was requested by Cllr Marshall however it was felt that at this time the parish council did not want to apply for any bicycle stands.

1718/68 REMEMBRANCE SUNDAY

The service will be held at 3pm at the War Memorial. A piper is not available this year and any requests need to be raised earlier with the pipeband. It was agreed that the names on the memorial should be read out by a County Councillor; the Chairman; a representative from the WM Club and a representative from the school. Cllr Robson will approach a local resident who may be able to play the bugle.

1718/69 MEMBERS REPORT

1718/69/1 Feedback from Councillor Surgery – five residents attended and were concerned about the lack of public notice given to the planning application for the Smelters Arms. It was **resolved** that the Clerk will write to the planner and point out that the correct procedure was not followed and the planning decision should be delayed. There was a general view that a public meeting should be held to discuss this application.

1718/69/2 War Memorial – Cllr Spencer reported that the work to repair the lettering can go ahead and a new quote has been obtained. A local resident is going to fund the repairs which should be completed before Remembrance Sunday.

1718/69/3 Consett Road – a local resident has offered to tend the area and it was **resolved** that a letter of thanks be sent to him.

1718/69/4 Parish Wood – an event is being held on 10th October at Snods Edge.

1718/69/5 Lead Miner – the application has been agreed and the work can now be commissioned.

1718/69/6 WWI Heritage Project – the initial application for HLF has been accepted and work has to be done to plan the project.

1718 /69/7 Beacon for 2018 – Cllr Dixon requested a piper for the event. The parish councillors agreed that it should be real fire basket not a gas one. The event will require a risk assessment and this can be done in conjunction with Lanchester Parish Council who are planning a similar event. All the local churches will be contacted to provide representation.

1718/69/8 Autumn Festival – great village turnout and the school choir performance was very special. There was an excess of £20 left after paying for the catering and this will be put into the bank and used towards the village hall rent and rosettes.

1718/69/9 Parish Seats – an inspection of the seats has been conducted by Cllrs Marshall and Forster and the report has been circulated to the parish council. Cllr Marshall wished his thanks for all the help from Cllr Forster be recorded in the minutes. It was **resolved** that the bench at the junction of Drover Road and the A68 be removed as soon as possible. The Chairman stated that the cost per bench should be £140 plus labour for repairs. After much debate it was **resolved** that the benches should be repaired with new slats rather than replace them with new all plastic ones.

1718/69/10 Flower Tubs – it was **resolved** that new plants for autumn should be bought.

1718/70 **COUNCILLOR QUESTIONS** Cllr Robson gave her apologies for the next meeting.

1718/71 **CONFIDENTIAL ITEMS** – none.

Conclusion of Meeting 9.30 p.m.

Signed.....Chairman of the Council 26th October 2017