

Minutes of the Ordinary meeting of Healeyfield Parish Council
Held on 22nd March 2018 at 7.00 p.m. Castleside Village Hall.

PRESENT

Councillors A Pearson (Chair), J Forster, J Robson, D Dixon, A Hird, K Spencer, R Wright – Clerk.

1718/146 **APOLOGIES FOR ABSENCE** - County Councillors O Johnson and J Considine and Cllr P Marshall.

1718/147 **DECLARATIONS OF INTEREST** - Cllr Pearson declared an interest in agenda 17 (iii).

1718/148 **PUBLIC PARTICIPATION** – none.

1718/149 **MINUTE SILENCE**

The Chairman asked for everybody to stand and observe a minute silence in memory of Mr Alf Addison who was instrumental in the life of the parish council for many years and was also made an Honorary of Freeman of the Parish.

1718/150 **MINUTES OF PREVIOUS MEETING**

The minutes of the Ordinary meeting held on 22nd February 2018 were **resolved** as a true record.

Matters requiring update:

- a. DCC; FS-Case-238667881 – clearing and repairing the path to Allensford Park play area has been submitted. An update will be given by County Councillor Johnson.
- b. Bus Shelter – letter sent to the bus company and logged with DCC FS-25833698. A new transparent shelter will be installed by DCC. There are some concerns about what the final structure will look like and the Clerk will ask for drawings prior to the work commencing.
- c. DCC; FS-Case_26495438 - faded white lines at the crossroads of Consett Road with the A68 has been reported.
- d. A list of locum clerks has been passed to the Chairman and Vice Chairman.

1718/151 **AAP REPORT**

The next PCC meeting will discuss how to manage the Mid Durham Environmental Improvement Pot. This meeting will be held on Saturday 24th March.

1718/152 **CHAIRMAN'S REPORT**

The Chairman had nothing to report.

1718/153 **COUNTY COUNCILLOR REPORT**

County Cllr Considine was unable to attend but submitted a written report.

“Since we last met I’ve been contacted by residents from Castleside around planning, the Smelters Arms and bus routes. I attended the Northumbrian Water planning application drop in and discussed concerns I’d had expressed from residents and also asked them to keep Castleside in mind in engagement with the community and not just the wider area. Neighbourhood grant forms have been signed and returned so funding should be with the relevant parties very quickly if it isn’t already.

The AAP approved funding for the Castleside Youth weekly drop in project through Consett Churches Detached Youth Project Service in St John’s Church Village Hall. This will enable weekly drop ins to run from mid-April 18 to 19. We also discussed the following services which may be of interest to local residents. The Chairman expressed his concern that the report on which this funding was given was not accurate and after some discussion it was

resolved that the Chairman would write to the County Councillors and AAP highlighting the concerns.

Care Connect are launching a new service that reassures concerned relatives if a vulnerable relative is up and well and using household equipment such as the kettle or TV etc. To activate the service user's need to buy a plug, on either a one or two subscription and alerts will be given via mobile app.

The Managing Money Better free and impartial service offering home visits where staff work with residents to look at cutting their energy bill. Residents can arrange a home visit from Managing Money Better by contacting the housing advice line on 03000 268 000.

1718/154 FINANCE

1718/154/1 It was **resolved** that the finance report be received and accepted with this addition.

EXPENDITURE - Cheques presented for approval on 22nd March 2018

CHQ No.	Date	Cost	VAT	Total (£)	Payee	Detail
1284	22 Mar 18	919.01	0.00	919.01	R Wright	Clerk's salary Jan-Mar 18
1285	22 Mar 18	158.10	0.00	158.10	R Wright	Clerk's expenses
1286	22 Mar 18	264.00	0.00	264.00	Conway printing Services	Spring newsletter
1287	22 Mar 18	50.00	0.00	50.00	Castleside & District Comm Assoc	Hall hire for public consultaion
1288	22 Mar 18	251.00	0.00	251.00	Smith Roddam	Faculty fees
1289	22 Mar 18	100.00	0.00	100.00	1 st Castleside Scout Group	donation
1290	22 Mar 18	30.00	0.00	30.00	St John's Church	donation
1291	22 Mar 18	100.00	0.00	100.00	Castleside Carnival Fund	donation
Total		1872.11	0.00	1872.11		

INCOME RECEIVED		
Business Money Manager Bank	(interest already included)	3.70
Community Account		0.00
		3.70

LATEST BANK BALANCES

HSBC Business Money Manager Account as at 11 Mar 18 £18259.68

HSBC Community Account as at 11 Mar 18 £5554.77

BALANCES		
Balance Brought Forward		23814.45
Add Income		0.00
Less Expenditure		1872.11
Less o/s cheques		25.00
Balance Carried Forward		21917.34

1718/154/2 The Clerk will update the quarter 4 budget after the donations have been included and circulate to the parish councillors by email.

1718/155 CORRESPONDENCE

Electronic Correspondence:

AAP

Mid Durham AAP - Kynren ticket offer

Mid Durham AAP - Board papers 14.3.18

Mid Durham AAP -March E-Bulletin

Mid Durham AAP - Are you GDPR ready - FREE session for community groups

Mid Durham AAP - assurance to relatives

100 Years since the end of WW1.

Parish Council Committee - Environmental Improvement Pot

DCC

Yesterdays Larger and Smaller Council Forum Meetings

Big Spring Clean

Review of Local Government Ethical Standards: Stakeholder Consultation

Shelter Request, Horse and Groom, Castleside

NO SMOKING DAY 2018- FREE PATCHES ON THE DAY!!!

Severe Cold Weather Alert - Level 2

Power to Change Research

Governance and Accountability

CDALC/NALC/SLCC

Chief Executive's Bulletin 8 - 23 February 2018 v3

NALC Chief Executive's Bulletin 10 - 9 March 2018

NALC Chief Executive's Bulletin 11 - 16 March 2018

Miscellaneous

War Memorials News - 6th March 2018

Northern Gas Networks (NGN) - £5 Amazon Voucher

Volunteering Update March 2018

Street Works Castleside

Woodland Trust Training Day - 4th May 2018

Public Consultation Saturday 24th March 2018 10am - 2pm – hall charges

Healeyfield Parish Council - Beacon Event

Women's Gala - request for funding

Paper – none

(i) Cllr Hird will speak to the local resident who complained about Street Works in Castleside to get specific details about the complaint and bring them to the next meeting.

1718/156 PLANNING MATTERS

The Chairman updated the meeting concerning planning application in Rowley which Cllr Dixon had raised at the last meeting saying it has been passed.

1718/157 CLERKS REPORT

1. Beacon update – the Clerk attended a meeting at Lanchester/ Burnhope and will work with their Clerk to produce a risk assessment.
2. GDPR – a meeting has been arranged with Andrew Langley.
3. Beacon event – registered with the insurance company. They have sent a questionnaire which must be answered and this was circulated. Once a plan is in place for transport then the police can be consulted.
4. Litter Pick – confirmed with insurance company and the risk assessment must be followed.
5. Public consultation – confirmed with insurance company. A risk assessment must be in place – it was agreed to follow the risk assessment which is used by the village hall.
6. Clerk is attending the year end training on 28th March at 6pm in County Hall.
7. The internal audit needs to be carried out. Cllr Robson will give the Clerk's contact details to the new auditor.

8. The Clerk circulated the new annual reporting documents from Mazers.
9. War Memorial - the documentation for the Faculty is still with the Clerk. The Chairman stated that a cheque for £251 must be made out to the solicitors and then the documents can be handed in.

1718/158 PUBLIC CONSULTATION

A meeting was held to agree what needs to be done and each councillor will be responsible for setting up a display for their project. It was agreed that all councillors will meet in the village hall at 9am on Saturday 24th March. Cllr Dixon apologized for not being able to attend due to work commitments.

1718/159 CONSETT ROAD PROPOSAL

An email has been sent to Highways but no reply as yet.

1718/160 DONATIONS

It was **resolved** that any money donated by the parish council will be given to organisations and events within the parish. The following donations were agreed:

1. 1st Castleside Scout Group £100
2. St John's Church £30 (to help with the cost of powering the Christmas lights)
3. Castleside Carnival Fund £100

1718/161 CHRISTMAS LIGHT EVENT 2018

It was **resolved** that the switch on dates should be either Thursday 29th November or Sunday 2nd December 2018. The Chairman will discuss them with Rev Jackson.

1718/162 REMEMBRANCE 2018

The parish council would like to hold a parade to mark this special commemorative year and will discuss this with Rev Jackson. the Chairman hoped he would be able to meet with him after Easter.

1718/163 MEMBERS REPORT

1718/163/1 Feedback from Councillor Surgery – none.

1718/163/2 War Memorial –documentation and cheque will be passed to the solicitors.

1718/163/3 Parish Wood – a meeting was held with Peter Downes to understand exactly what needs to be done to move forward with the parish wood management plan. It was **resolved** that the clerk will write to the Rural Payments Agency to update the contact details and get the customer reference number which is required for any future funding requests. After this the agent form can be signed.

1718/163/5 WWI Heritage Project – the grant application for the HLF is nearly completed and will be submitted soon. Cllr Dixon said the village hall committee do not want the inscription suggested by Cllr Spencer. The parish council would like the village hall to suggest some alternative inscriptions.

1718/163/6 Beacon for 2018 – A site has been chosen and a primary risk assessment has been done. The main concerns are transport to and from the location; the numbers of people expected and road safety. The clerk will contact DCC to seek advice. The clerk agreed to pipe at the event.

1718/163/9 Parish Seats – there has been no progress. It was agreed that due to the dangerous state of some of the parish benches, Cllr Hird would temporarily tape them off to prevent anybody having an accident. Cllr Dixon has been waiting for quotes to do the work however the bad weather has meant that there is a delay getting these quotes.

1718/163/10 Flower Tubs – it was **resolved** to buy new self-watering tubs. The clerk will order 3 troughs and 2 half barrels.

1718/163/11 Shotley Bridge Hospital – Cllr Spencer submitted a report to the parish council and it is definite that the hospital will eventually close however it was minuted at the meeting on 7th March 2018 that this would only happen after a new facility was built.

1718/164 **AGENDA ITEMS FOR NEXT MEETING** – none.

1718/165 **COUNCILLOR QUESTIONS** -none.

1718/166 **CONFIDENTIAL ITEMS** – none.

Conclusion of Meeting 8.45 p.m.

Signed.....Chairman of the Council 26th April 2018