**THE MINUTES OF THE ORDINARY MEETING OF**

**THE HEALEYFIELD PARISH COUNCIL**

**HELD ON THURSDAY 26 SEPTEMBER 2019**

 **Present:**

 Councillor A. Pearson (Chair)

Councillors D. Dixon, A. Hird, J. Forster, J. Robson, K. Spencer, A. Wallace

County Councillors J. Considine, O. Johnson

 J Coates (Clerk and Responsible Financial Officer),

1. **APOLOGIES FOR ABSENCE** – none.

2. **DECLARATIONS OF INTEREST**

* Item 12 – Cllr D. Dixon
* Item 17 (6) – Cllr A. Wallace

3. **PUBLIC PARTICIPATION**

 None.

4 **MINUTES OF PREVIOUS MEETING**

 **RESOLVED** minutes Ordinary Meeting on 25 July 2019 as a true record.

5. **AAP REPORT**

 AAP reports received have been emailed to Members.

* Cllr O. Johnson noted there was a public representative vacancy
* Community Safety event at Castleside School was attended by Cllr A. Wallace

6 **CHAIR’S REPORT**

1. The Chair updated members of the following:VE Day Meeting held in August
2. Autumn Festival – seemingly best attended, diversify categories for broader audience next year. Privilege to judge categories. Thanks to all those that attended and contributed to the success of the event.

7. **COUNTY COUNCILLORS REPORT**

 Cllr O. Johnson provided a brief update on the following:

1. DCC Plan coming to the end of the process to be assessed by council executive. Detailed process and consultation will be exhaustive. The county plan is for at least the next years. Planning process is often controversial due to conflicting demands. Schools in Lanchester for example are extremely full therefore the plan allows all stakeholders to consider future developments. Secondary school results in DCC are above national average, teachers and support staff in schools should take credit for this support. Medium term financial plans – austerity is not finished as the county are still waiting for fair funding grant from central government. Funding for development of town centres did not include Durham, the closest town to receive funding was Hexham. Frontline services are still strong despite funding cuts and staff losses.

Cllr J. Considine provided a brief update on the following:

1. SEND Higher Needs Block funding – consultation process ongoing
2. Fluoridisation of water scheme consultation throughout Durham.
3. County Durham Care Academy opening – offering free skills and resilience training specific to adult social care. Links to be shared by Cllr Considine.

8 **FINANCE**

1) The financial report was **RESOLVED** as a true record with the exception of:

* cheque number 1627, payable to R Wright (previous Clerk) which was rejected by Members as the expenditure was due to a mistake and did not meet procurement procedures.

 **EXPENDITURE -** Cheques presented and **RESOLVED** for approval

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CHQ No.** | **Net Amount** | **VAT**  | **Gross Amount**  | **Payee** | **Details** |
| 1623 | £138.80 |  | £138.80 | HMRC | Income tax on Clerk's salary |
| 1624 | £23.80 | £4.76 | £28.56 | A-Byte Computer Services | Email Services - May to Sep 19 |
| 1625 | £470.00 | £94.00 | £564.00 | RB and Tree Landscape Services Ltd | Grass cutting |
| 1626 | £576.98 | £1.16 | £578.14 | J. Coates | Clerk’s salary and expenses |
| 1628 | £60.00 | £12.00 | £72.00 | Wellfield School | Catering |
| 1629 | £750.00 |  | £750.00 | Conway Printing | Newsletter Sum18, Spr19, Sum19 |
| **Total** | **£2099.57** | **£111.92** | **£2,211.49** |  |  |

2) Account balances summary update

Update on HSBC and Lloyds Bank accounts

It was **RESOLVED** that:

1. The Parish Council would report Lloyds Bank to the Information Commissions Office (ICO) in relation to banking error
2. The complaints procedure would be requested from Lloyds Bank
3. 5k to be transferred from savings to current account.
4. £131 collected at the Autumn Festival would be banked.

 **LATEST BANK BALANCES**

 HSBC Business Money Manager Account as at 11 September 2019 £27,054.49

 HSBC Community Account as at 11 September 2019 £2,519.27

|  |  |
| --- | --- |
| **BALANCES**  |  |
| Balance Brought Forward  | 29,573.76 |
| Add Income  |  |
| Less Expenditure – 26/09/19 | £2,211.49 |
| Less o/s cheques | -£0.20 |
| **Balance Carried Forward**  | **27,362.07** |

 The VAT reclaim for 2019-20 is currently £767.96. For information only.

9  **CORRESPONDENCE**

Received in relation to events in Castleside, discussed by Members.

10  **PLANNING MATTERS**

None.

11 **CLERKS REPORT**

Discussed within other agenda items, no further matters to update.

12 **ETHICAL PARTNERSHIP**

School field land West of A68 adjacent to Waterside Road which is proposed land to be used for self-build affordable houses. No houses have been built for 50 years.

Ethical Partnership presented the matter and took questions from Members:

1. Company values explained – people, planet & profit – people and planet first, profit second
2. Scheme – ethos behind project
3. Proposal to submit outline planning permission only
4. Reason for outline is for dialogue with PC and DCC
5. Draft proposal documents issued to members
6. Partnership with Mr Dixon and company
7. Site outlined – Rowley Bank
8. Probably 35 homes – dependent on viability
9. Affordable homes, not a mass builder, accessible housing
10. Reflect needs of community in plans at a later date following dialogue consultation
11. Mix of housing zones on the site – bungalows, 2/3 bed homes, self-build plots, private allotments, shared ownership. Cllr Pearson and Cllr Hird raised concern on shared ownership scheme as these have been difficult in past reference Consett site, K. Spencer expressed positive view on shared ownership, citing London as an example of where the scheme can be successful. Cllr A Wallace requested further information on self-build.
12. Presentation discussed the impact on other residents and how the development will be taking those affected into consideration. The vision is for open spaces with large gardens.
13. Heads of terms would bind buyers to agreement to follow design specification.
14. Cllr O. Johnson asked for information on social gain for the community. Allotment space and improvements to public right of way.
15. Community workspace under consideration, other options will be considered during the consultation process. The company will be very responsive to requests from the community and consider requests such as school contribution.
16. Highways consultation undertaken over two week with a view to having a vehicle access, retaining agricultural access, cycling and pedestrian access.
17. Car share/car pool scheme – possibility of imposing a number of cars per household scheme including electric cars
18. Cllr Pearson raised the issue of Durham being ready for electric cars scheme.
19. Scheme would be ‘future ready’ for electric vehicles.
20. Cllr Robson raised point regarding self build plots, as there are examples of other plots in the vicinity that have not been developed.
21. Cllr Wallace raised concern regarding developer buying land and changing planning permission.
22. Community Land Trust schemes under consideration
23. Cllr Dixon expressed concern that there are no affordable homes built in 60 years and this scheme may offer that.
24. Cllr Pearson and Cllr Johnson asked if pre-application advice has not been sought – it was
25. Cllr Hird requested a further meeting once further down the process
26. Cllr Robson raised concern regarding self build plots being unsightly. In theory the plots could be build as the developer wishes however Heads of Terms agreements will endeavour to mitigate these.

13 **CONSETT ROAD WASTE GROUND**

**RESOLVED** to:

1. Clear the issue – job specification to be provided from Cllr Robson
2. Gather prices to clear and spray – 3 prices to be emailed to Members for best value.

14 **NEWSLETTER**

* 1. Cllr Robson requested an additional newsletter as there is a lot to advertise. Deadline is 3/10/19. This will be the last newsletter of the financial year.
	2. Query raised by Cllr Forster regarding communicating events. Business adverts are not allowed due to regulations.

15 **AMENDMENT TO STANDING ORDERS**

It was **RESOLVED** that:

* Agenda items are to be put forward by Members no later than 7 working notice prior to the next Ordinary Meeting
* Standing Orders to be updated and circulated to members.

16 **REMEMBRANCE 2019**

1. Tea Dance is 3/11/19 3-5pm.
2. The event will be free for the community and a donation boxes for tea and coffee etc.
3. Visitors to bring a shared tea.
4. Music and decoration have been organised.
5. Sunday Parade
6. Road closures to be confirmed – same times as 2018.
7. Bagpipe player to be in attendance.
8. Discussion took place around service and commented as follows:
9. Resolve that the Parish Council organises the Parade at 3pm and will review it’s service to ensure all stakeholders are appropriately represented.

It was **RESOLVED** to:

* Produce a bespoke programme for lighting of the Christmas tree event.

17 **MEMBERS REPORTS**

1. **Feedback from Councillor’s Surgery**

Cllr A Wallace – fly tipping on Sandy Lane on public footpath will be removed by owner/occupier

Cllr J. Robson – issue of overgrown gardens in land backing onto Castleside School field at Walton Terrace.

It was **RESOLVED** to:

Investigate who is responsible for grounds maintenance with John Snailham, Durham County Council

1. **Shotley Bridge Hospital**

Funding secured for Shotley Bridge scheme. Confirmation email read out by Cllr Considine.

1. **Parish Benches**

Progress update from Cllr Wallace. Quotations to follow.

1. **WW1 Heritage Project**

Highways have no objections moving forward. Full planning permission application is required. Resolved to arrange estimate for architects and arrange site visit with Martin Briscoe DCC.

1. **Village entrance gates**

Fully completed and project signed off – document completed by Cllr A. Wallace and shared with Members.

1. **Parish Wood & bat boxes**

Cllr Wallace has prepared a bat box Resolved to install within Parish Wood.

It was **RESOLVED** to:

* Apply for dog fouling bin and report fouling rear Castle Nook house – Cllr J Considine to request bin.

18 **AGENDA ITEMS FOR NEXT MEETING**

* VE Day
* Alf Addison donation of £500

19 **COUNCILLOR QUESTIONS**

None.

20 **DATE OF NEXT ORDINARY MEETING**

 Thursday 31 October 2019 at 7.00pm at Castleside Village Hall.

21 **CONFIDENTIAL ITEMS**

 None.

**Conclusion of Meeting at 9.10pm**

Signed …………………………. Cllr Pearson of the Council