**THE MINUTES OF THE ORDINARY MEETING OF**

**THE HEALEYFIELD PARISH COUNCIL**

**HELD ON THURSDAY 31 OCTOBER 2019**

 **Present:**

 Councillor A. Pearson (Chair)

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

 J Coates (Clerk and Responsible Financial Officer),

1. **APOLOGIES FOR ABSENCE** – County Councillors J. Considine, O. Johnson

2. **DECLARATIONS OF INTEREST**

* Item 9 – Cllr D. Dixon

3. **PUBLIC PARTICIPATION**

 None.

4 **MINUTES OF PREVIOUS MEETING**

 **RESOLVED** minutes Ordinary Meeting on 26 September 2019 as a true record. Matters arising:

* Lloyds Compensation agreed at £300.
* J. Snailham, Clean and Green Supervisor, contacted regarding resident concern in relation to land behind his home, Castleside Primary School.
* Cllr J. Considine – dog fouling bin will be requested at the rear of Castle Nook house.

5. **AAP REPORT**

 None.

6 **CHAIR’S REPORT**

1. Arrangements for Remembrance – Road Closure Notice approved by DCC, rolling road closure to be conducted by Beacon - £320 + VAT, letters posted to residents at Church Street to notify residents. Order of service updated, printed copies will be at Cenotaph. Ordered rechargeable speaker for Parish Council use. (£140). HPC wreath will be placed on the memorial. Tea Dance 10/11/19 3-5pm
2. Winter Newsletters distributed
3. Christmas lights switch on is 28 November at 6pm

7. **COUNTY COUNCILLORS REPORT**

 None present.

 Cllr D Dixon raised – Drover Road/A68 junction, below Braeside on Drover Road.

 It was **RESOLVED** that:

 The damaged chevrons detailed above are reported to Highways, Durham County Council.

8 **FINANCE**

1) The financial report was **RESOLVED** as a true record

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CHQ No.** | **Net Amount****£** | **VAT** **£** | **Gross Amount** **£** | **Payee** | **Details** |
| 1630 | 345.91 | 11.47 | 357.38 | J. Coates | Clerk’s Salary, expenses |
| 1631 | 138.80 |  | 138.80 | HMRC | Income tax |
| 1632 | 3.80 | 0.76 | 4.56 | A-Byte Computer Solutions  | Email subscription |
| 1633 | 46.41 | 9.28 | 55.69 | Richardson Designs Ltd | Autumn Festival |
| 1634 | 19.60 |  | 19.60 | K. Spencer | Autumn Festival |
| 1635 | 641.38 | 37.73 | 679.11 | Durham County Council | Printing – projects |
| 1636 | 95.52 |  | 95.52 | J. Forster | Autumn Festival |
|  |  |  |  |  |  |
| **Total** | **1,291.42** | **59.24** | **1,350.66** |  |  |

2) Account balances summary update

 **LATEST BANK BALANCES**

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

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

|  |  |
| --- | --- |
| **BALANCES**  |  |
| Balance Brought Forward  | 27,362.07 |
| Add Income  |  |
| Less Expenditure – 31/10/19 | £1,350.66 |
| Less o/s cheques | -£778.56 |
| **Balance Carried Forward**  | **£26,187.12** |

 The VAT reclaim for 2019-20 is currently £1,125.34. For information only.

9  **CORRESPONDENCE**

* Ethical Partnership letter received dated 1 October 2019, outlining the following key areas as raised by Members October at the Ordinary Meeting on 26 September 2019:
1. Siting of highway junction
2. Sustainable modes of transport
3. Statement of proposed legal agreement/Heads of Terms/Proposed housing tenure
4. Custom/Self-build plots
5. Continued engagement

Comments were raised from members in relation to each point and clarity sought.

Cllr Dixon advised that planning application lodged by Ethical Partnership in October 2019.

It was **RESOLVED** that:

An email be sent to Ethical Partnership, outlining that the Parish Council meet once per month and earliest time to make a formal response. The Parish Council is aware of a planning application for outline planning therefore public consultation, the purpose of which is to ascertain viewpoints of community prior to plans being submitted to LA, however this has been precluded in this instance and would serve not serve the purpose in which it was intended. It would however, be in the best interests of the community that a consultation be held at their earliest convenience.

* Castleside Reading Group process for adding item to newsletter, confirm that is not a business, i.e. a charity/volunteer community group, as the Parish Council are not permitted to publish adverts for businesses.
* Heritage Preservation Fund – next meeting with a view nominate Rowley Baptist Church, Village Hall, Castleside Board School.
* CDALC – nomination for Healeyfield Parish Council is Cllr A. Pearson.

10  **PLANNING MATTERS**

None.

11 **CLERKS REPORT**

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

12 **VE DAY 2020**

* Local vocals are fully booked.
* Village Hall booked for the weekend
* Discuss budget requirements – proposal for the weekend to be prepared ready for November Ordinary meeting, includes details for each day, status and draft budget of costs.

13 **ALF ADDISON DONATION**

**RESOLVED** to:

1. The £500 donation could be towards the cost of installing a stair lift in the Village Hall, check with CDALC that this is permitted use of funds.

14 **MEMBERS REPORTS**

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

No feedback.

2) **Shotley Bridge Hospital**

No further report.

3) **Parish Benches**

Cllr Wallace – quotation received from Marmax, product does not meet requirements due to profiles. New specification and tender documents to replace benches with timber.

4) **WW1 Heritage Project**

Planning quote received – Emerald Architects – act on behalf and

5) **Village entrance gates**

Completed – remove from future agendas

6) **Parish Wood & bat boxes**

Completed – remove from future agenda

15 **AGENDA ITEMS FOR NEXT MEETING**

* £300 Lloyds Bank Compensation
* Heritage Preservation Fund
* Budget 2020/21

16 **COUNCILLOR QUESTIONS**

None.

17 **DATE OF NEXT ORDINARY MEETING**

 Thursday 28 November 2019 at 7.00pm at Castleside Village Hall.

18 **CONFIDENTIAL ITEMS**

 None.

**Conclusion of Meeting at 8.25pm**

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