

 **THE MINUTES OF THE ORDINARY MEETING OF**

**THE HEALEYFIELD PARISH COUNCIL**

**HELD ONLINE THURSDAY 25 JUNE 2020**

**Present:**

Councillor A. Pearson (Chair)

Councillors J. Robson, A. Wallace, D. Dixon

L. Standish (Clerk and Responsible Financial Officer)

**1.** **Apologies for Absence**

Councillors J. Forster, A. Hird, K. Spencer

**2. Declaration of Interest**

None

**3. Public Participation**

None

**4. Minutes of Previous Meeting**

**RESOLV ED** that minutes of the Ordinary Meeting held on 28 May 2020 were accepted as a true and correct record.

**Updates:**

* Cemetery Well; Cllr A Pearson will meeting Durham County Council 27 June 2020, there has been a site visit today where some of the old pipe that collapsed has been replaced to stop flooding.
* Planting of Summer Bedding has been completed and payment made **RESOLVED**

**5. Correspondence**

* Mr R Thompson, a response letter has been posted **RESOLVED**
* Geoff Scott, a response email has been forwarded **RESOLVED**
* Lisa Manner, broken link and partially sighted link to add to our resources.
* Zoom and VAT, resend CDALC email regard reclaiming VAT.
* S France responded to the Watergate Application query stating “Any application for more than 10 dwellings will be reported to the Committee as a matter of standard procedure”
* Good Councillor Course, Cllr A Wallace to attend a three-day free course via Zoom, clerk to book places.
* Cllr J Forster has forwarded her resignation with the parish council. It was agreed to accept her resignation. The Chair thanked her for all of her endeavours and involvement with the parish council throughout the past six years and wish her well. Clerk to submit the resignation to Electoral Services to produce a Notice of Vacancy to be displayed on the website and noticeboards.

**6. Finance**

* **Accounts for payment**

 **RESOLVED** June accounts distributed and approved

* **Account balances and summary**

 **RESOLVED** June accounts distributed and approved, as at 18 June 2020 Lloyds bank balance shows £32, 837, of which £1,637 is uncleared cheques leaving the parish council a balance of £31,200

* **AGAR**

Chair to sign and forward all relative documentation to Clerk to submit to Auditors Mazars Public Services and Notice of Public Rights and Publication of Annual Governance and Accountability Return to be displayed from 1 July 2020

**7. Clerks Report**

* Bank Account, change of details forms to add clerk to the account have been forwarded to Councillors to sign and return to the clerk to counter sign and forward to the bank
* A-Byte, the parish council now have access to the Cloud and the clerk will start to transfer files **RESOLVED**
* Police Traffic Monitoring, a van has been parked at the location a couple of times to try and negate any potential speeding. Some speed check controls will be carried out when their speed gun has been repaired.
* CCTV, we have had no response from David Bell at Durham County Council or Belinda Snow at Morrison Busty Depot, after chasing on several occasions. Clerk to contact Cllr J Considine for advice.
* WCAG 2.1, A-Byte have carried out an inspection of our website and fixed any broken links. They have also gone through the documents and made some compliance changes to the website **RESOLVED**

**8. Parish Paths Review**

* Cllr A Wallace has produced a list of paths for phase 1, the most used paths, which will enable the parish council to plan the repairs. Councillors to review the report.

**9. Building the fossil into the Village Hall wall**

* Cllr D Dixon has spoken to K. Peacock for an estimate to cement the fossil in to the wall which will be less than £50
* Cllr A Wallace to obtain a second quote from M. Watson
* Cllr A Wallace to obtain a quote for a small plaque with an engraved description to be embedded in the wall next to the fossil

**10. Parish Benches**

* Cllr A Wallace has chased the repairs with Adam Guest, these should be restored by mid-July
* Grass and weeds are overgrown around the benches and needs to be trimmed

**Matters arising**

* Arrange secure storage of equipment currently stored with Cllr J Forster and archiving of Parish Council’s accounts
* Watering of plants, Cllr A Wallace to speak to Adam Guest at Briary Garden Services regarding the watering of the plants over the summer period and to obtain a quote. An interim decision to be made by Cllr A Pearson up to the cost of £500 as there is no meeting in scheduled in July.
* Grass cutting is due, clerk to initiate with R B Tree & landscapes, Cllr A Pearson to forward a map of the required area and to include the areas where the benches need to be included. A cost needs to be obtained for the additional work.
* Cllr A Wallace has been unable to obtain any response for the drone footage

**11. Date of Next Meeting**

 Recess in July 2020, next meeting will be Thursday 27 August 2020 at 7:00pm. **RESOLVED**

**13. Confidential Items**

* One item raised

**To be scheduled for the next parish council meeting:**

* Secure storage
* Watering of Plants
* Parish Benches
* Parish Paths Review
* Harvest Festival
* Drone footage

# Conclusion of Meeting at 7:55pm

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