

**THE MINUTES OF THE ORDINARY MEETING OF**

**THE HEALEYFIELD PARISH COUNCIL**

**HELD ONLINE THURSDAY 22 OCTOBER 2020**

Present:

Councillor A. Pearson (Chair)

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

Councillor O. Johnson

L. Standish (Clerk and Responsible Financial Officer)

1. Apologies for Absence

None

1. Declarations of Interest

None

1. Public Participation – Via online request only

None

1. Confirm Minutes Ordinary Meeting held on 24 September 2020

**RESOLVED** that the minutes of the Ordinary Meeting held on 24 September 2020 were accepted as a true and correct record.

1. Chairman’s Report

No other items to be reported other than listed agenda items to be discussed.

1. County Councillor Report
* County councillors to arrange a site visit with regards to the parking issues
* A68 road surface is being looked in to by county councillors, clerk to forward a request to re-use the removed materials to resurface/fill in pot holes in the car park and the paths that lead to the parish woods, Cllr Pearson to forward a plan of where the materials need to be delivered
* There is access on Durham County Councils website of the full council meeting broadcast for the next 6 months
1. Correspondence
* Journey Enterprise would like details of the sub section in the Local Government Act 1972 with regards to advertising with a parish council. Cllr Pearson to obtain information and forward to the clerk.
* Martin Jackson responded to Remembrance Sunday and advised the rule of 6 as per COVID Regulations, to be discussed in item 17
* Cllr Pearson’s agent has submitted a planning application on his behalf
* Young Carer’s Neighbourhood Charter are looking for people to do free training **RECEIVED**
1. Finance

1) Accounts for Payment

RB Tree & Landscapes completed the 2nd grass cut £594.00, clerk purchased stamps £36.48, 4 hours overtime was claimed by the clerk for 2 sets of 2 hours CDALC training **AGREED**. Payments have not yet been received in the post.

2) Account balances summary update

Lloyds Bank balance at 5 October was £29,204.26, less unpaid cheques of £1,123.24 gives the parish council a balance of £28,081.02 **AGREED**

3) Lloyds Bank Mandates

The previous clerk obtained an online bank statement and had one received in the post to his home address. Cllr Robson has scanned and forwarded the mandates to the bank who have acknowledged their receipt and is awaiting a further update. The details have not been updated as yet.

1. Clerk’s Report
* A full register of electors 2020 has been requested from Durham County Council
* Emerald Architect plans have been forwarded to Design & Print
* The road closures have been cancelled
* The winter newsletter has been uploaded to the website and The Together Hub details
* Suppliers have been contacted with regards to quotes for the winter planting, discussed in item 16
* An updated has been requested regarding the fossil plaque from the supplier
* The supplier was contacted with regards to an update on repairs to the benches and 2nd strimming date. Clerk to email contractor again and copy in the owner, pieces of timber to be returned if the work is not going to be completed
* Planning should be approved this week with regards to the viaduct sign
* Durham County Council were contacted with regards to the parking issues. No issues were observed at the time of their visit (October 2019), clerk previously forwarded photographs highlighting the issues. Clerk to re-send photographs and advise problems are at Moorland Crescent and Consett Road 4-5 vehicle owners work at The Lilac’s at Consett Road. Cllr Considine is working on this and arrange a site visit; Cllr Pearson is happy to attend a visit (preferably within the next 2 weeks)
* Cllr Considine was contacted with regards to the waste road surfacing, who contacted the relevant department but has had no reply as yet.
1. Planning Application

12/10/20 DM/20/02793/FPA An erection of first floor extension above an existing garage.

The parish council made no comment on this application.

1. Parish Paths and Woods Review

Cllr’s A Hird, A Wallace and A Pearson have identified potential remedies and are working on documentation to be forwarded to the Public Rights of Way Team with a view to:

* them undertaking the work out of their own budget
* them undertaking the work with assistance and an application for the neighbourhood budget from Durham County Council
* or if they are with proposal, the parish council look for a suitable contractor to complete the works with an application for the neighbourhood budget from the Durham County Council
1. Parish Benches Review

If there is no update from the current contractor and for the next phase, Cllr A Pearson to forward Cllr A Wallace the measurements of the wood for the replacement of the bench at Rowley Bank. It was **RESOLVED** to look for an alternative contractor. 3 names of potential contractors were **AGREED**

1. Secure Storage Review

Durham County Council have refused the parish council to rent a garage plot for any other purpose than to store a private vehicle. Cllr Dixon advised that due to the wet weather and access the container he suggested in our last meeting would be unsuitable. Cllr Robson suggested the land behind the play park, Cllr Pearson advised the land is leased to the village hall. Cllr A Hird to contact the village hall committee.

1. Drone Footage Review

Previous drone footage has not been found. Cllr Robson to contact Castleside Photography Club, clerk to obtain quotes from other suppliers. Cllr A Wallace to forward details of what is required

1. Waste Bins

Dog waste bins are not being emptied and require more around the village. Formal request to be made to have service level agreement to have the bins regularly emptied and request for an additional 3 more bins

* Old Village Hall car park
* Top of Black Path
* 3rd location to be forwarded to clerk & map to be forwarded to email Environment Department

(Top of Sandy Path – Horse & Groom)

1. Winter Tubs

2 quotes have been received and the contract has been **AGREED** and awarded to Paul Snowdon, who offered the best value for money and will complete the full service of supplying, planting and watering. There will be uniformity throughout the planting and all grown from home stock. **RESOLVED**

1. Upcoming Events Review
2. Remembrance Sunday, Service and Parade

Cllr Pearson contacted Venerable Rob Cooper for clarification and it was **AGREED**:

* No parade
* Only those to lay a wreath will be invited
* Parish Cllr’s to marshal, public to stand in the new cemetery socially distanced an in no more than a group of 6
* A COVID risk assessment to be carried out
* No advertising or publicising as a public act of remembrance
* A wreath will be laid at 3pm on behalf of the community
* Martin Jackson will be invited to represent St Johns Church, and a representative from the Baptist and Methodist, Local Authority (Cllr Johnson gave his apologies)
* Service to be videoed and placed on a YouTube channel
* Cllr Robson to arrange video
* The pyramid has been given approval, to be erected 2 November and poppy net installed immediately and removed around 15 November, in preparation for the Christmas lights
1. Christmas Tree ‘Switch on’

Cllr Hird to contact the PAT Testing Company to enquire what exactly failed, why and what can we do to rectify it. Arrange to have the lights re-tested.

* No public gathering
* Lights will be lit 26 November
* Clerk to contact Doug Oliver the MP’s office to advise that the event has been cancelled
* A short video of lights being switched on and MP to say a little message for the community
* Clerk to update website
1. Newsletters

The first draught of the autumn newsletter has been issued and will be sent for printing within the next week. Cllr A Hird will help distribute.

1. Horse & Groom

Cllr Pearson has spoken with the local MPs office and they are in the process of contacting other interested parties and relay back to the parish council. It was put across that the parish council do have some hesitancies from members to register the property as an asset of community value. The current land lady would need to clearly evidence the of viability and vitality of the business on the application. The parish council would not normally lead on registering the building as a building of historic interest but would support. However, whilst it would be nice to have to the building registered as a building of historic interest if the business closes the building could deteriorate in to a state of disrepair.

There has been no formal planning application submitted but there could have been a pre-application advice, which doesn’t get declared publicly. It was suggested that a freedom of interest request be submitted to the local authority asking if there has been any pre-application has been submitted and what for.

1. Communication to Residents

It was **AGREED** that communication to residents should only be via newsletters, the website and letters and not via the community Facebook page, however links to the parish council website can be used.

Public communication to be added to next months’ meeting.

1. Road resurfacing

Clerk to email Cllr’s Johnson and Considine details of resurfacing the paths discussed in item 6

The paths will need excavating prior to resurfacing.

1. Date of the next Ordinary Meeting

26 November 2020 at 7pm via Zoom

26. Confidential items

 The clerk’s 6-month probationary period was discussed.

Conclusion of meeting at 20:56

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