

**THE MINUTES OF THE ORDINARY MEETING OF**

**THE HEALEYFIELD PARISH COUNCIL**

**HELD ONLINE THURSDAY 26 NOVEMBER 2020**

Present:

Councillor A. Pearson (Chair)

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

Councillor J. Considine

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 22 October 2020

**RESOLVED** that the minutes of the Ordinary Meeting held on 22 October 2020 were accepted as a true and correct record, with name changes on items 13 & 14 to show Cllr Robson.

1. Chairman’s Report
* Cllr Pearson has been contacted by the Pension’s Regulator to renew clerk’s details to HMRC
* Thanks, were given to those who made Remembrance Sunday happen, a particular thank you for the recording of the event, which has been uploaded to the Parish Council’s YouTube Channel.
* The Christmas lights switch on, message from the parish council, 1 carol and a message from MP Richard Holden have also been added to the YouTube channel.
* Thank you to Cllr Hird for arranging the PAT testing and helping put up the lights
* Cllr Pearson met with Sam Charters from Durham County Council, regarding the problem with the roads and 3 junctions. Lee Mowbray will respond with potential solutions.
1. County Councillor Report
* Corona Virus update we are going in to tier 3, further information can be obtained from Durham County Council website
* Durham County Council have launched a Champions Scheme, training will be given if anyone would like to volunteer. It’s a method of feedback from the community and residents to give back to Champions to pass on to Durham County Council and vice versa.
* The AAP considered several applications which positively impact in our area. Some are linked to advice and support and small businesses, of which £85,000 was committed.
1. Correspondence
* Thanks, from the Village Hall for our donation, request to have a regular slot in our newsletter and confirmation that a storage container can be placed on the land outside the village hall. It was agreed that there will be problems accessing the land as the access belongs to the waterboard and was **AGREED** that this area would not be appropriate for storage purposes.

Cllr Hird to pass on our thanks to the village hall and confirm that we would not be able to use the land.

* Correspondence from a resident regarding the lighting of the Christmas tree being a little too early. Clerk to respond and thank for bringing this to our attention, but due to constraints within the Council and church of England’s calendar it was the best date for all those involved.
* Correspondence from a resident regarding the Gruffalo Trail in the parish wood and access. Clerk to respond access can be gained to the parish wood from the Front Street down the Black Path and also at the Mill Bottom at the end of Church Street. Both locations are signposted.
* Correspondence from a resident regarding the installation of fence posts at a property in Hillgarth, Castleside. The resident contacted Cllr Hird expressing concerns, he explained it could have been a private sale and would be nothing to do with the parish council. Cllr Dixon made a declaration of interest on that he made a sale of the land and is to extend a private garden. The parish council would have no involvement in a private sale. Cllr Considine to confirm with Durham County Council as to whether a change of use may be required, changing from agricultural to private garden. Clerk to respond it is a private sale which is outside the parish councils’ control.
* Cllr Pearson had a copy letter which has been sent to Karbon Homes from a resident at Castleside, a complaint regarding wooden fencing at homes near Castleside Primary School. The parish council will acknowledge the letter but unfortunately it is something that is out of the parish’s control.
1. Finance

1) Accounts for Payment

£50.00 to the Royal British Legion Poppy Appeal, purchased 2 wreaths one for St Johns Church and 1 for our Cenotaph. £25 to be deducted from donations and £25 from British Legion. **AGREED**

2) Account balances summary update

There was no statement received since 5 October, bank balance was £29,204.26 less uncleared payments of £1,804.03 gives a parish council balance of £27,400.13. Clerk to contact Lloyds Bank to gain online access. **AGRRED**

3) Budget Setting 2021/2022

It was **AGREED** that there will be no council tax increase and the precept will remain the same as last year of £11,850 due to current climate and community hardship, application due before 21 January 2021. Donation for Village Hall to be deducted from the Persimmon Fund

1. Clerk’s Report
* Parish boundaries have been forwarded to Durham County Council no future works have been forwarded.
* Plainings have been agreed, Durham County Council to deliver 9 tonnes for filling the parish paths and car park at no cost, when they become available. This is usually on an 8-week cycle.
* Waste bins have been confirmed that the bins are now universal. They are already in place at 2 locations, clerk to contact Durham County Council to place another bin top of the Black Path/Front Street.
* Viaduct sign, £150 fee **AGREED**, Northern Power disconnecting electric supply 17 December and Durham County Council arranging the removal of the post early January 2021. Clerk to contact Design and Print confirming details.
* Winter planting started last week and has now been completed.
* There has been no response from Briary regarding the incomplete strimming. Cllr Pearson to contact the owner, this will not be completed this year and an alternative provider will be procured next year.
1. Planning Application

None

1. Tarmacadam Request

An estimated cost received from Durham County Council of £8,000. To obtain a private contractor it would need to be passed by Durham County Council, the land is owned by Durham County Council but highways currently have a deficit and are unable to fund the project. The parish council will apply for the neighbourhood budget for the works. Cllr Considine to submit an application on behalf of the parish.

1. Horse and Groom

Cllr Pearson spoke with MP R Holden’s office and confirmed that the property and car park should be registered as an asset of community value. It was **AGREED** to complete an application for registration. Cllr Pearson to contact MP R Holden’s office to confirm.

1. Drone Footage

Two quotes were obtained it was **AGREED** to proceed with NE Drones. Clerk to contact them to obtain another quote, Cllr Wallace to forward details for 5 sites instead of 6

1. Parish Paths and Woods Review

An offer of £5000 from Durham County Councils Countryside Works Team (Local Transport Plan) this year and £2500 from next year’s budget, awaiting costings. The bridge is approx. a cost of £20,000 but this depends on the span. A price is being obtained from another contractor, but they are awaiting access details for the machinery. Cllr Dixon to contact land owner for access. When both quotes are received a decision can be made **AGREED**

1. Parish Benches Review

Cllr Pearson to contact the owner as the benches have still not been completed by current contractor. Clerk contacted 3 other contractors; one company provided a quote. It was **AGREED** Clerkto contact them to go ahead with the quote provided.

1. Secure Storage

No movement at present. Cllr Hird to approach the village hall to ask for some storage for filing. Cllr Pearson to contact the scouts for storage of equipment and bigger items.

1. Public Communication and Sharing Information

Information to be placed in the noticeboard, including planning items. Cllr Pearson to give Cllr Hird a key to access and to produce and display a Christmas poster for residents.

1. Mounting the Fossil Plaque

Cllr Wallace provided councillors with a scope of works and specifications together with 3 potential contractors. It was **AGREED** that the clerk contact the contractors and forward the specifications.

1. Cemetery Upkeep

The old church yard is in need of repair, a list was supplied by Durham County Council identifying headstones in need of repair. Cllr Pearson questioned how the council contact the families of these graves. Cllr Considine to ask Durham County Council and the process of how these repairs are carried out. Cllr Wallace advised councillors of Castleside New Cemetery winning an award and that this should be in our next newsletter.

1. Councillor Vacancy

The position was advertised on our website and newsletter. Clerk to contact the applicant and invite to interview via Zoom Thursday 10 December at 7:00pm.

1. Date of the next Ordinary Meeting

28 January 2021 at 7pm via Zoom

22. Confidential items

 None

Conclusion of meeting at 21:07

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