

**THE MINUTES OF THE MEETING OF
MONK HESLEDEN PARISH COUNCIL
HELD ON THE 22nd JULY 2024**

Present Chairman: G M Crute
 Councillors: A Childs, S Childs, L Davison O Deinali, G Duddin, A Mason, G Morris,
 A Paterson, N Thompson,

Officer L Wardle (Parish Clerk)

Other PCSO Ian Goodwin

mh24-2537 **TO RECEIVE & ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors' R Bowes, S Deinali
D Teasdale

RESOLVED apologies received and accepted

mh24-2538 **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

Councillor G M Crute declared a Non- Registerable Interest in item 15 as a relative is
employed by the Parish Council

Councillor A Paterson declared a Registerable Interest in item 12 as they are a
member of the committee and an employee of Blackhall Community Association

RESOLVED the declarations are received and accepted

mh24-2539 **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE
17th JUNE 2024**

A copy of the minutes had been forwarded with the agenda

RESOLVED the above minutes be confirmed and approved as a true record

mh24-2540 **PUBLIC PARTICIPATION**

The Chairman welcomed a member of the public to the meeting, who has applied to
be co-opted onto the Parish Council.

No other members of the public were in attendance

mh24-2541 **POLICE REPORT**

PCSO Goodwin attended the meeting and had provided a written report for the period
17th June 2024 to 22nd July 2024, a copy of which had been forwarded to members.

In the report PCSO Goodwin advised he is leaving Durham Police, he thanked members and staff, past and present for their support and help over the past 16 years of working in the parish. The Chairman took the opportunity to thank PCSO Goodwin for his service to the community and presented him with a leaving gift and card.

RESOLVED the report is received and PCSO Goodwin wished well in his new career

mh24-2542

MEMBERS REPORTS OF ATTENDANCE AT MEETINGS/EVENTS ON BEHALF OF THE PARISH COUNCIL

Councillor Duddin had attended a Blackhall ATC meeting and gave a full report. The need to recruit new members was discussed and it was suggested the Squadron contacts Alison from Blackhall Community Centre who may be able to assist in raising their profile.

RESOLVED the report is received and noted and **FURTHER RESOLVED** the Clerk passes on contact details for Blackhall Community Centre

mh24-2543

TO RECEIVE A REQUEST FOR CO-OPTION ONTO THE PARISH COUNCIL

The Clerk had circulated a written request for H A Smiles to be considered for co-option on to the Parish Council.

RESOLVED H A Smiles is co-opted on to the Parish Council and **FURTHER RESOLVED** the Clerk is requested to inform Durham County Council Democratic Services of the appointment

mh24-2544

ESTATES MANAGER REPORT

The Clerk had distributed the Estates Manager's report for members information

RESOLVED the report is received and noted

mh24-2545

CLERK'S REPORT

Flagpole & flags (mh2324141)

The Clerk confirmed the flagpole and flags had been received and would be erected before Remembrance Sunday.

RESOLVED the information is received and noted

Further consultation on parking tariff at Crimdon car park (mh232470)

Durham County Council are undertaking a further consultation on the proposed tariff to be charged at the car park.

RESOLVED the Parish re-iterates its objection to proposed parking tariff

Annual ROSPA reports

The Clerk confirmed the reports had been received and low risk issues had been identified which are incorporated in the future planned improvements.

RESOLVED the information is received and noted

County Durham Association of Local Councils

- a) Executive Committee nominations - **RESOLVED** to support the re-election of current members of the committee
- b) Publication of members addresses on Register of Interest Forms on Durham County Council website, currently members addresses are not shown on the Parish Council website.

Members **RESOLVED** to support the “opt in” approach, councillors therefore will have to request their address is published on the Durham County Council website

Durham County Council consultations

- a) Proposed new Local Area Network boundaries to replace existing Area Action Partnerships

RESOLVED members have no comment to make

- b) Advice Services - how advice services are offered to County Durham residents in the future. These services include managing money, debt management and access to benefits, as well as welfare, employment, housing, consumer rights and health and social care

RESOLVED Clerk to respond with the request advice services are brought back to the community

Cemetery records

Due to the long-term absence of the administration assistant, the Clerk requested members consider engaging an experienced person to undertake the final data input required in relation to the digitising of the Council’s burial records. It is anticipated a maximum of 40 hours would be required to complete this task. The hourly rate to be the same as the administration post due to the experience and knowledge needed to complete the task within the allocated hours.

RESOLVED approval is given to the request to appoint a competent person to undertake this work

mh24-2546

TO CONSIDER REQUESTS FROM BLACKHALL SQUADRON AIR CADETS (mh24-2535)

The Clerk distributed a further request from the squadron to erect a 200cm x 90cm plastic sign at the entrance Blackhall Welfare Park.

RESOLVED the request is declined due to the size and location

A request has been received from the squadron to use a strip of ground in the football field in Blackhall Welfare Park as an archery range for one target only. The activity would be conducted by a suitably qualified instructor, a full risk assessment would be undertaken by the RAFC training advisor and would be covered under MOD liability.

RESOLVED subject to receipt of acceptable documents and approval by the Council's insurers permission would be granted

mh24-2547

FINANCIAL

a) To endorse invoices for payment

To endorse the following invoices for payment, including agreed direct debits and payroll.

Date	Payee	Description	Amount
27.06.24	G Robinson	Hardware	£100.87
27.06.24	Wel Medical	Defib Battery	£279.54
27.06.24	KBS Depot	Notice Boards & Seating	£2,670.00
27.06.24	CDALC	Memorial Training	£300.00
27.06.24	DCC	Machine Repairs	£219.64
01.07.24	Grenke	Photocopy Hire	£123.19
02.07.24	Flag and Flagpoles	Flag and Flagpole	£355.56
02.07.24	Mastercopy	Copies	£86.39
05.07.24	Wave NW	Water Council Office	£126.90
08.07.24	Right Fuel Card	Fuel	£48.61
09.07.24	Coop	BACS Fees	£7.68
10.07.24	Corona	Gas Supply	£127.59
13.07.24	EE	Mobile Phones	£113.72
15.07.24	ITC	Anti V Tech Support	£211.38
15.07.24	DCC	Dog Bag Grass Cut	£768.59
15.07.24	DCC	B Rates Hes Cem	£52.00
15.07.24	DCC	B Rates B Hall Cem	£236.00
15.07.24	DCC	B Rates Council Offices	£323.00
15.07.24	DCC	T Waste Welfare Park	£108.50
15.07.24	DCC	T Waste Blackhall Cem	£108.50
15.07.24	Right Fuel Card	Fuel	£91.67
17.07.24	Streetscape	Refurb	£868.00
18.07.24	HMRC LGPS	HMRC LGPS	£5,465.87
22.07.24	Right Fuel Card	Fuel	£129.66
23.07.24	Turfcare	Verti Drain	£720.00
23.07.24	Chapmans	Toilet Repairs	£130.00
23.07.24	Blackhall WI	Donation	£500.00
23.07.24	Charles Dickens	PPE	£53.17
23.07.24	Krystal Cleaning	Cleaning	£539.76
23.07.24	Affordable Landscapes	Grass Cuts	£1,248.00
23.07.24	Streetscape	Refurbishments	£80,868.00

23.07.24	Thomas Sherriff	Grass Mower	£600.00
23.07.24	CYAN	Dixon Mem Bench	£343.50
23.07.24	ROSPA	Annual Inspection	£669.60
23.07.24	Coop	Chaps Fee	£25.00
23.07.24	DCC	Library Summer Scheme Donation	£500.00
23.07.24	NWG	Top meter Welfare Park	£542.63
24.07.24	NWG	Car park meter Welfare Park	£314.03
24.07.24	DCC	Monthly Salaries	£10,316.76
25.07.24	JT Dove	Flagstone/Timber	£43.90
25.07.24	Blackfords Nurseries	Top Soil	£46.00
25.07.24	Pirtek	Allett Repair	£358.48
26.07.24	EON	Xmas Tree Elec	£57.63
29.07.24	Right Fuel Card	Fuel	£116.56
29.07.24	Mastercopy	Photocopier	£69.11
29.07.24	EDF Energy	Elec supply	£6.74
			£110991.73

b) To accept bank reconciliation @ 30th June 2024

The Clerk had distributed a bank reconciliation as of 30th June 2024 which showed combined bank balances of £608,733.01, Councillor A Paterson checked and signed the reconciliation.

RESOLVED the information is received and noted

c) Income & Expenditure @ 30th June 2024

A copy of the income and expenditure report had been circulated with the agenda.

The Clerk advised a new defibrillator battery and replacement lock had been purchase, there is a need to increase the current budget from £500.00 to £1000.00.

A new grasscutter had also been purchased at a cost of £500.00 and the budget for this expenditure needs to be increased from £15000.00 to £16000.00.

RESOLVED the report is received and noted and **FURTHER RESOLVED** approval is given to the requested budget virements

d) Bank transfer

The following transfer were reported

£110,000 internal transfer

£30,000 transfer to Barclays Account

e) Approval of electricity contracts

The Clerk requested delegated approval to agree the renewal of 5 electricity contracts which fall due on 1st October 2024

RESOLVED delegated authority is given to the Clerk to negotiate the electricity renewals

f) To discuss digital proposal

As requested, the Clerk had undertaken research as to the options available to digitise the current administration workload.

The Clerk requested approval of a £1000 budget for this project and to work with Councillors' Crute and S Child's to ensure the most suitable systems are considered for final approval by members.

RESOLVED approval is given to the £1000.00 and a full report to be presented at the next meeting

g) To approve delegated authority

Due to the summer recess the Clerk requested delegated authority to make all payments for August and September in accordance with the council's financial regulations

RESOLVED the information is received and noted

mh24-2548 **TO CONSIDER REQUESTS FOR FINANCIAL ASSISTANCE**

Hesleden Residents Association

A request for financial assistance towards the annual family fun day had been received and a copy circulated to members for consideration.

RESOLVED that a donation of £400.00 be granted

LGA 1972 S145 Hesleden Residents Association

Blackhall Community Association

A request for financial assistance for £300.00 towards summer programme had been received and circulated to members for consideration.

RESOLVED that a donation of £300.00

LGA 1972 S145 Blackhall Community Association

mh24-2549 **PLANNING**

Notification of Planning Appeal – DM/22/00010/MIN Former Colliery Spoil Heap, Hesleden, TS27 4PN continued extraction of colliery spoil heap including extraction, processing and export of combustible material, limestone and sand for a period of 10 years (mh24-2534)

The Planning Inspectorate have advised following a case review the scheduled Hearing for this appeal has been cancelled and an Inquiry is to take place, no date has been set.

The Clerk will continue to request updates from the planning officer with regards to the Enforcement Notice which to date has yet to be issued.

RESOLVED the information is received and noted

Durham County Council Planning Applications received

DM/24/01827/PA56 Mr D Summerbell	Crimdon House Farm Coast Road Crimdon TS27 3AA	Prior approval application for erection of agricultural building for storage of farm machinery pursuant to DM/24/00656/PNA
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RESOLVED the Parish Council has no comment to make with regards to the above applications

Durham County Council Planning Applications refused

DM/24/01133/FPA Mr G Fallow	51 Ocean View Blackhall Rocks TS27 4DA	Erection of two storey front extension
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RESOLVED the Parish Council has no comment to make with regards to the above application

mh24-2550

CORRESPONDENCE

E-mail – St Andrews Church Blackhall thanking the Parish Council for the donation of surplus bedding plants

Thank you card – St. Andrews Outreach Group for the funding of the monthly Tea n Chat event

RESOLVED the information is received and noted

mh24-2551

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF PRESS AND PUBLIC

No members of the press or public were present and therefore no resolution was passed

Councillor G M Crute declared a Non- Registerable Interest in item 15 as a relative is employed by the Parish Council, she took provided information but took no part in the vote

Receive the report of the staffing committee

The report regarding the proposed implementation of a revised staff grading structure had been forwarded with the agenda for consideration and approval by members.

Members of the staffing committee and the Clerk discussed the report in full with members and answered all questions, approval of the following was requested-

Restructure and increments to be backdated to April 2024
Timetable for annual staffing reviews

Approval of deputising payment

RESOLVED to accept the report and **FURTHER RESOLVED** to approve all recommendations

mh24-2552 **DATE AND TIME OF NEXT MEETING**

RESOLVED the next meeting will be held on Monday 30th September 2024 at 6pm in the Council Office, 68 Middle Street, Blackhall Colliery

CERTIFIED AS A TRUE RECORD

Chairman

Date