

**THE MINUTES OF THE MEETING OF
MONK HESLEDEN PARISH COUNCIL
HELD ON 20th FEBRUARY 2023**

Councillor G M Crute (Chair)

Councillors: R Bowes, S Childs, L Davison, O Deinali, G Duddin, A Mason,
A Paterson, N Thompson

Officer : L A Wardle (Parish Clerk)

mh22-23118 **TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors' S Deinali, G Morris,
D Teasdale

mh22-23119 **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

No declarations were received

mh22-23120 **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 23rd JANUARY 2023**

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

mh22-23121 **PUBLIC PARTICIPATION**

No members of the public were present

mh22-23122 **POLICE REPORT**

PCSO Goodwin had forwarded an email report for the period 16th January 2023 to
16th February 2023, a copy of which was distributed with the agenda.

RESOLVED the report is received and noted

mh22-23123 **MEMBERS REPORTS OF ATTENDANCE AT MEETINGS/EVENTS ON
BEHALF OF THE COUNCIL**

Councillor Mason attended a walkabout in Hesleden with partnership agencies
including both County Councillors

RESOLVED the information is received and Councillor Mason thanked for her
attendance and report

mh22-23124 **MATTERS ARISING**

King Charles III coronation

Proposed to remove the NHS sign in the bedding area at Blackhall Colliery with a
graphic of the coronation emblem

To purchase fabric bunting to decorate council buildings and outdoor sites

Motorcycle/quad bike trespass Hart/Haswell walkway

The clerk has been invited to the next Coastal Anti-social Behaviour meeting to discuss this issue and will report back to the council

HUFC Football Academy

The Club have requested permission to installing portable goals, dug outs and sponsor boards on the railings. The grounds team have agreed to the portable goals but not dug outs, providing they are secured to the fence at the end of each game and are maintained and insured by the Club. With regards to the sponsor boards more information is required, and the matter deferred to a future meeting

Councillor resignation (mh22-23106)

No requests for election have been received and therefore the council can now co-opt to fill the vacant seat

Dog bag purchase 2023-24 (mh22-2396)

The clerk confirmed the price of a box of dog bags has increased from £19.32 to £21.74, therefore there will be no increase in cost to residents

mh22-23125

PARKS & FACILITIES UPDATE

The clerk provided details of the additional works undertaken by the ground staff over the past two months:

- Clearing of drain blockage at council office
- Construction of box for new water tap at Hesleden cemetery
- Repair water leak outside bowls pavilion
- Installed new dog bin at Hesleden Cemetery
- Made safe footpath at bottom bowling green
- Installed new litter bin at top bowling green

RESOLVED the information is received and noted

mh22-23126

DURHAM COUNTY COUNCIL CONSULTATIONS

Members had been provided with details of the following consultations:

- North East Devolution deal
- Review of Customer Access points
- Review of the Public Space Protection (PSPO) for dog ownership 2023
- Review of traffic sensitive streets

RESOLVED the information is received and noted

mh22-23127

REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS

Members were requested to approve the following amendments/updates to standing orders and financial regulations :

- a) Financial Regulation 6.7 members approval of the continuing payment of variable direct debits, for example business rates

- b) Inclusion of Financial Regulation 6.18 with a single transaction limit of £100.00
- c) Inclusion of Financial Regulation 6.19
- d) Standing Order 18 (c) increase to estimated value of a public contract to £30,000

The clerk requested delegated authority to review council policies and bring only major changes to the council for consideration with the proviso all reviews are reported.

RESOLVED updated Standing Orders and Financial Regulations are approved and **FURTHER RESOLVED** delegated approval is given to the clerk as requested

mh22-23128

FINANCIAL

a) To endorse invoices for payment

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

Date	Payee	Description	Chq/DD/ IB	Amount
01.02.23	DVLA	Van Tax	DD	£290.00
03.02.23	Corona	Gas - office	DD	£905.78
07.02.23	Cathedral Hygiene	Hygiene Bins	DD	£60.84
07.02.23	EDF	Elec xmas tree	DD	£56.62
09.02.23	BACS	Fees	DD	£7.82
13.02.23	EE	Mobile phones	DD	£90.67
13.02.23	Right Fuel Card	Fuel	DD	£68.32
15.02.23	DCC	Dog bins/grass cut	DD	£1,010.48
15.02.23	DCC	Trade waste B/hall Cemetery	DD	£97.52
15.02.23	DCC	Trade waste Welfare Park	DD	£90.12
15.02.23	ITC	Set Up/ Mailbox Anti V	DD	£670.32
15.02.23	NTE	Telephones/Broadband	DD	£75.14
16.02.23	NWG	Water B/hall Cem	DD	£40.67
16.02.23	NWG	Water Hesleden Cem	DD	£142.28
20.02.23	DCC	HMRC LGPS	IB	£4,706.90
20.02.23	Right Fuel Card	Fuel	DD	£33.42
21.02.23	ABR	Roof Repair	IB	£7,080.00
21.02.23	A Peace	Bathroom Refurb	IB	£870.55
21.02.23	KCS	Cleaning	IB	£498.24
21.02.23	G Robinson	Materials	IB	£196.08
21.02.23	J T Dove	Wood	IB	£29.99
21.02.23	Scripti	Burial data check	IB	£618.54
21.02.23	DCC	Seat install	IB	£707.35
21.02.23	GNG	Skip B/Hall	IB	£276.00

21.02.23	Cyan	Memorial Bench	IB	£358.49
22.02.23	EDF	Elec W/Park	DD	£125.37
22.02.23	EDF	Elec Office	DD	£162.08
23.02.23	EDF	Elec C/Rooms	DD	£318.40
23.02.23	Affordable Landscapes	Tree Work	IB	£4,740.00
24.02.23	Salaries	Monthly Wages	IB	£9,498.54
27.02.23	SSE	Pit Wheel Elec	DD	£26.63
27.02.23	Right Fuel Card	Fuel	DD	£30.05
		Total		£33,883.21

RESOLVED the information is received and approved

b) Approval of bank card

There is a need for the council to access to a bank card which allows one off purchases, previously these transactions have been undertaken by employees using their personal cards and the monies refunded.

Members were requested to approve a suitable card from the council's existing bankers with a maximum transaction limit of £100.00 any higher amount would need the approval of the chairman.

RESOLVED approval is given to a card request, subject to the above spending limit.

c) Approval of 3-year renewal contract for accounts and cemetery software

The clerk provided details of the cost of 3 year contact term effective from 1st April 2024:

Rialtas Omega Financial software which also includes SharePoint integration.
Rialtas Cemeteries & Memorial software which includes Pear Maplink integration

RESOLVED approval is given to the renewal of these contracts

d) VAT on sporting fees

The clerk advised HMRC have conceded that local authority sports services can be treated as non-business and outside the scope of VAT

RESOLVED the information is received and noted

e) Increase in contributions to Durham County Pension Fund

Durham County Pension Fund have advised an increase in the required employer contribution rate from 18.9% to 19% effective from 1st April 2023

RESOLVED the information is received and noted

f) Installation of bathroom in Welfare Park bungalow

The work has now been completed at a total net cost of £2727.03, this is under the budget agreed of £5000.00

RESOLVED the information is received and noted

Mh22-23129 **PLANNING**

Applications Approved

DM/22/02961/FPA Mr S Jackson North Blackhall Farm Blackhall Colliery Hartlepool TS27 4AL Proposed extension to an agricultural livestock building and yard area extension.

DM/22/02414/FPA Miss Rachel Porter 16 - 17 Church Street Hesleden Hartlepool TS27 4PP Conversion of 1no dwelling into 2no dwellings

DM/22/02755/FPA Denemouth Caravan Park Dene Mouth Caravan Park Coast Road Blackhall Rocks Hartlepool TS27 4BL Retention of 2 wooden structures and 1 repurposed shipping containers to be used as entertainment area.

DM/22/02885/FPA Mr David Summerbell Crimdon House Farm Coast Road Crimdon Hartlepool TS27 3AA Erection of extension to existing agricultural building

Applications Received

DM/23/00095/FPA Clover Inc, 116 East Street, Blackhall TS27 4HA. Change of use of existing Hotel to a C2 use for supported living accommodation for ten people with a learning disability or autism and associated staff office.

DM/22/02052/FPA The County Council of Durham, Car Park South East Of Ebbside Cottage, Station Road Blackhall Rocks TS27 4AT. Change of use from car parking spaces to seasonal mobile trader/catering business pitch. Blackhall's Monk Hesleden, Michelle Penman Delegated.

RESOLVED the council has no comments to make with regards to these applications

mh22-23130 **CORRESPONDENCE**

No correspondence had been received

mh22-23131 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC**

A resolution was not required as there were no members of the press and public present.

a) Council restructure update

The clerk provided a verbal update together with recommendations for consideration by members.

RESOLVED approval of voluntary redundancy application, offer of new post to existing member of staff **FURTHER RESOLVED** bungalow and garden tenancies delegated to staffing committee

mh22-23132 **DATE & TIME OF NEXT MEETING**

The next meeting will be held on Monday 20th March 2023 6pm in the council office 68 Middle Street, Blackhall Colliery

CERTIFIED AS A TRUE RECORD

Chairman

Date