



Minutes of the Annual Meeting of Haswell Parish Council held on
Wednesday 29th May 2019 at 6.30pm held in the Meeting Room, St Pauls Church,
Haswell

Present

Cllrs C Hood (Chair), O. Gray, E. Major, (watching brief only), J Cook, S Hartley,
H Milburn & W Ramsay

County Councillors I Cochrane & E Huntington

In Attendance - 15 members of the public

The Chair welcomed everyone to the Annual Parish Council Meeting.

Prior to starting the meeting the Chair asked for a minutes silence as a mark of respect for Councillor George Dunstone who had recently passed away.

Nominations were then requested for the position of Chair, Councillor Chris Hood was nominated and seconded for the position of Chair of Haswell Parish Council.

35.19 To Elect a Chairman for the Ensuing Year

RESOLVED Councillor C R Hood be elected as Chairman.

36.19. To Sign & Complete the Declaration of Acceptance of Office

The newly elected Chair signed his acceptance to the Office of Chairman of Haswell Parish Council.

37.19 Register of Disclosable Pecuniary Interest & other Registerable Interests

Members were reminded to update their forms if necessary.

38.19 To Elect a Deputy Chair for the Ensuing Year

RESOLVED Councillor O Gray be elected as Vice Chair.

39.19 Apologies for Absence

Apologies for absence were offered and accepted from Councillor K Welch.

40.19 To Approve the Minutes of the Last Meeting

RESOLVED the minutes of the meeting held on 25th April 2018, be agreed as a true and correct record of the meeting.

41.19 Review and Adoption of The Parish Council's Standing Orders and Financial Regulations

Members were asked to review the Council's Standing Orders and Financial Regulations. **RESOLVED the Standing Orders and Financial Regulations be adopted.**

42.19 To Confirm the Dates of the Meetings for the Forthcoming Year

RESOLVED the date of the meetings be confirmed as :- 26th June, 31st July, August Recess no meeting, 25th September, 30th October, 28th November, December – no meeting, 29th January 2020, 26th February, 25th March, 29th April, 20th May 2019.

43.19 To confirm the arrangements for insurance cover in respect of all insured risks

Members were asked to note the insurance arrangements with Zurich Municipal for the forthcoming year. **RESOLVED the insurance arrangements be confirmed.**

44.19 To review the Policy on Reserves and Balances, Training, Protocol on Member/Officer Relations, Publication Scheme, Council's procedure for handling request made under the Freedom of Information Act 2000, Complaints Procedure

Members were asked to review the policies and procedures listed above. **RESOLVED the policies and procedures as listed be accepted.**

45.19 Sub-Committees

RESOLVED representatives to the following sub committees be re appointed:-

- Human Resources – Cllrs Cook, Hood & Welch
- Events – Cllrs Gray, Hartley, Hood, Major & Ramsay
- Health & Well Being – Cllrs Gray, Hartley, Major, Welch & Milburn

46.19 Delegates to Other Bodies

RESOLVED representatives to serve on outside bodies be appointed as follows:-

1. County Durham Association of Smaller Local Councils Local Council Forum – Cllrs Major & Gray
2. Easington Area (Durham County Association of Parish & Town Councils) – Cllrs Gray & Major.

47.19 Police Briefing

PC Dean Henry gave his update report on behalf of the Police. He provided the dates for future PACT Meetings as follows:- 12th June, 24th July, 18th September and 16th October from 6-7pm at the Hazelwell Centre and he encouraged residents to attend.

RESOLVED the information given be noted.

48.19 Finance

(a) To approve the monthly accounts

The payments for April/May 2019 were submitted to Members for approval.

RESOLVED the accounts for April/May 2019 as follows be approved for payment:-

1.	GL&NR Tate	46.80	red diesel
		62.40	
2.	Building & Landscape Services (deposit) already paid	2,817.00	fencing, gate and ramp
		2,817.00	second payment
3.	Rialtas Business Solutions Ltd	60.00	year end on line check
4.	Cochrane's Valley	180.00	coach for Adventure
5.	MacMillan Cancer relief flowers	30.00	donation in lieu of
6.	Turfcare	379.56	various (see invoice)
7.	ICO		to sign and agree direct debit for annual fee of £40.00
8.	Horns Garden Centre	326.24	summer bedding plants
9.	DCC	1,117.67	SLA payroll service

(b) Monthly Bank Reconciliation for April 2019

RESOLVED the bank reconciliation for April 2019, a copy of which had been circulated to each Member, be accepted.

(c) HPC Summary of Receipts & Payments for the Year ended 31st March 2019 –

RESOLVED the summary of receipts and payments for the year ended 31st March 2019 be approved and signed by the Chair.

50.19 Audit 2018/19

Annual Governance & Accountability Return 2018/19

-Section 1 – Annual Governance Statement 2018/19 – approve and for the Chair to sign (restated total fixed assets amount from 2017/18 to include the purchase of the new play equipment)

-Section 2 – Accounting Statements for 2018/19 – to approve and for the Chair to sign

These documents had been circulated and were offered to Council for approval prior to submission to the External Auditors

RESOLVED Section 1 of the Annual Governance Statement 2018/19 be approved and signed by the Chair and Clerk.

FURTHER RESOLVED Section 2, The Statement of Accounts be approved and signed by the Chair and Clerk.

51.19. Internal Audit Report and Assurance by Risk Area

The report of the Internal Auditor was circulated for consideration and acceptance by Council. **RESOLVED the internal auditor's report along with the assurance by risk area be accepted and it be noted there were no actions contained within it.**

52.19 Planning

There were no planning applications submitted to the principal authority this month. Councillor Ramsay confirmed he had no further progress to report on the Quarry. **RESOLVED the information given be noted.**

53.19 Member's Reports

It was reported the ramp to the playing fields had been installed and approval was given for the second payment to be made. The gates were to be installed and there were some snagging items to be attended to.

Councillor Cook reported there had been an event held involving dogs at the former pit/memorial site. All present, including the Chair and the Clerk were not aware of any permissions being granted for this to take place.

It was suggested and agreed unanimously that a plaque be installed on the seat at the bowling green area in memory of Councillor Dunstone.

Progress was given on the installation of noticeboards where permission had been given, subject to a fee to cover legal paperwork, for the noticeboard at Haswell Plough. Several other locations were to be suggested to DCC for the notice board in Haswell.

Councillor Gray reported on the football pitches saying she felt they should be used as much as possible. Those that were finishing off games from the season, where they had already paid their annual fee would get priority, and would not need to pay a further fee. She also reported on the person making a charge for removing rubbish and then burning it illegally which had been reported to the Police.

The Chair reported on the Carnival and that the classic car show was to be held on the Sunday. This was to be a totally independent event. The schedule and poster for the flower and vegetable show was circulated and agreed. He expressed thanks on behalf of the parish council to County Councillors Cochrane and Huntington for the grant made via their neighborhood fund towards the ramp works. He reported on the events planned for the six weeks school holidays and sought approval for the payment of the cost of the coach travel for the trips which totaled £1,300 via Kelvin/Cochrane coaches. He also asked for approval to use this company for the coach to and from the Banner Parade at a cost of £250.00. He reported it was the 175th Anniversary of the Pit Disaster on 28th September 2019 and he asked that a request be made to use the banner, to hold a service and host a celebration of remembrance. He reported on costs for installation hanging flower displays on lamp posts which were in the region of £2,400 for 25 brackets.

In closing the Chair reminded all present on conduct during the meetings, encouraging participation and good feeling, whilst respecting the role of the Chair and the importance of transacting the business of the meeting.

RESOLVED:-

- (i) A plaque be installed as suggested in the bowling green area**
- (ii) Approval be given to the flowers and vegetable schedules for the Carnival;**
- (iii) The parish council fund the cost of travel for the summer trips and the banner parade;**
- (iv) An event be held to commemorate the 175th Anniversary of the pit disaster on 28th September 2019;**

- (v) **The cost of brackets for floral displays be noted;**
- (vi) **Approval be given to proceed with the noticeboard at Haswell Plough and the fee given, be paid and the noticeboards for Haswell continue to be pursued;**
- (vii) **The remainder of the information contained in the reports from Members, be noted and they be thanked for their reports.**

54.19 County Councillor's Update Report

Councillor Cochrane advised he had attended the Fun Day held that day which had been very well attended with over 100 persons there, he said "The Hive" was in full swing with all sorts of activities on offer, he congratulated everyone involved. He reported he was to carry out a roads inspection with the Highways Officer and was also arranging for speed checks to be carried out with equipment being purchased for use in the three villages. Speeding was a massive issue and he was working hard with partners to tackle this. He had been in contact with the DCC Assets Team many times over the last month regarding the demolition of the former school. He advised he was awaiting an allocation of a number of dog bins.

Councillor Huntington also reported speeding had taken up much of her time over the past month and she had been involved with a meeting at the school to reduce traffic speeds, this process would take up to at least six months and had to meet regulations and be done lawfully. She had also spoken to Assets about demolition of the former school.

It was again suggested County Councillors Grant and Brookes be invited to future meetings of the parish council.

Councillor Huntington reported on the newly elected Chair of Durham who was the youngest ever to be elected, Councillor Katie Corrigan.

55.19 Public Participation

The Chair invited members of the public present to address the Parish Council on items of concern:-

- **Bar provision – a private item which would need to be discussed in the closed meeting;**
- **The condition of the footpath from Haswell to Shotton**
- **A white van being illegally parked up and advertised for sale;**
- **Repairs carried out in Hutton Grove and builders waste left**
- **Dog fouling – public encouraged to make reports "Do it on Line".**

The Chair thanked everyone for their attendance at the meeting and for their interest in their village and parish council.

56.19 Date & Time of the Next Meeting

RESOLVED the next Parish Council Meeting be held at St Paul's Church Hall, Church View, Haswell, DH6 2DT on Wednesday 26th June 2019 at 6.30pm.