



Minutes of the Annual Meeting of Haswell Parish Council held on  
Wednesday 19<sup>th</sup> May 2021 at 6.30pm held in the Meeting Room,  
St Pauls Church, Haswell

**Present**

Cllrs C Hood (Chair), O. Gray, E. Major, H Milburn, S Hartley, K Welch, J Wainwright, A Wainwright & W Ramsay

County Councillors L Hovels & I Cochrane

In Attendance - 4 members of the public

The Chair welcomed everyone to the Annual Parish Council Meeting.

60.21 Declaration of Acceptance of Office

All Councillors were asked to sign their Declarations of Acceptance of Office as a Councillor for Haswell Parish Council.

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.

61.21 To Elect a Chairman for the Ensuing Year

**RESOLVED Councillor C R Hood be elected as Chairman. Councillor Hood thanked everyone for their support however he felt that the County Councillors should be held responsible and ethically and morally he felt moving forward the Parish Council should elect another person as Chair next year. He re assured everyone this did not in any way alter his total commitment to the Haswells.**

62.21 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.

63.21 To Elect a Deputy Chair for the Ensuing Year

**RESOLVED Councillor O Gray be elected as Vice Chair.**

64.21 Apologies for Absence

No apologies for absence were offered.

65.21 To Approve the Minutes of the Last Meeting

**RESOLVED** the minutes of the meeting held on 28<sup>th</sup> April 2021, be agreed as a true and correct record of the meeting.

66.21 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 that had been reviewed, be adopted.

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

**RESOLVED** the date of the meetings be confirmed as :- 26<sup>th</sup> June, 28<sup>th</sup> July, August Recess no meeting, 29<sup>th</sup> September, 27<sup>th</sup> October, 24<sup>th</sup> November, December – no meeting, 20<sup>th</sup> January 2020, 23<sup>rd</sup> February, 30<sup>th</sup> March, 27<sup>th</sup> April, 25<sup>th</sup> May 2022.

68.21 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.

69.21 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 that had been reviewed, be accepted.

70.21 Sub-Committees

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

- Human Resources – Cllrs J Wainwright, Hood & Welch
- Events – Cllrs Gray, Hartley, Hood, Major & Ramsay
- Health & Well Being – Cllrs Gray, Hartley, Major, Welch & Milburn
- Haswells in Bloom – all Members

71.21 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

72.21 Police Briefing

The Clerk read out the Police report for the meeting. **RESOLVED the information given be noted.**

73.21 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 in the sum of £3,039.18 as follows be approved for payment:-**

## 1. Accounts Already Paid

zoom	standard monthly pro	14.39	
ICO	annual subscription	40.00	
.gov.uk	DBS check – Clerk	23.00	
2.	For approval to pay:-		
GL & NR Tate	tractor fuel	64.32	
CDLAC	subscription	243.88	
Horns	wreath & plant food	85.89	
Ellis Whittam	HR & Health & Safety support	2,520.00	
P Levitt	misc	47.70	

(b) Monthly Bank Reconciliation for April 2021

**RESOLVED the bank reconciliation for April 2021, a copy of which had been circulated to each Member, be accepted.**

(c) HPC Summary of Receipts & Payments for the Year ended 31<sup>st</sup> March 2021 –

**RESOLVED the summary of receipts and payments for the year ended 31<sup>st</sup> March 2021 be approved and signed by the Chair.**

74.21 Audit 2020/21Annual Governance & Accountability Return 2020/21

-Section 1 – Annual Governance Statement 2020/21 – approve and for the Chair to sign

-Section 2 – Accounting Statements for 2020/21 – 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 2020/21 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.**

75.21 Internal Audit Report and Assurance by Risk Area

The Clerk reported the internal audit was to be carried out on 4 June 2021 and the report would be submitted to the next meeting. She had contacted the external auditor and agreed this timescale with them. **RESOLVED the information given be noted and the report be awaited.**

#### 76.21 Planning

There were no planning applications submitted to the principal authority this month.  
**RESOLVED the information given be noted.**

#### 77.21 Member's Reports

Councillor Milburn reported she was receiving feedback from those attempting to watch the live stream of the meeting and they could not hear the meeting. There were only five persons viewing. She suggested the Parish Council may need to consider a more appropriate setting for the meeting and she mentioned the Lisa Dixon Centre, that could be used free of charge. Councillor Milburn declared an interest as she was involved with the Lisa Dixon/Mencap centre.

Councillor Gray was disappointed at this suggestion as she felt it was important to try and use the church facilities as much as possible, she abstained from voting on the issue. A recorded vote was requested. **RESOLVED the Lisa Dixon Centre be used for future council meetings, however the church be used for working party meetings where a live stream was not needed.** In support of the suggestion were Councillors Milburn, Welch, Hartley, J Wainwright, A Wainwright and W Ramsey, Councillor Gray and Major abstained. Councillor Hood did not vote.

Councillor Milburn gave an update on services re starting in the villages, confirming the Doctor's surgery was to re open. She spoke again about the safety issues of residents using the highway as there was no path between Haswell Plough and the Blue House. She asked for any progress on getting CCTV cover for fly tipping and suggested signage may be a deterrent. She was keen for the council to meet and agree future events.

Councillor Welch spoke about fly tipping, the need for the footpath as reported earlier, and for an update with the MUGA pitch, which was provided to the meeting by the Clerk.

Councillor Hartley had no further issues to those already given, to report.

Councillor A Wainwright reported on a recent road traffic incident, emphasizing the need for an automated speed sign in the village at the Station area. He asked for progress with the race course fencing, planters and public space protection order. He was also keen for the Parish Council to organise a Carnival. It was agreed a date be set for Saturday 21<sup>st</sup> August for this event and this be considered further at a meeting of the Events Committee to take place on 26<sup>th</sup> May 2021.

The Clerk expressed her concern at organising this event whilst the Country was still in the midst of the COVID19 pandemic.

Councillor J Wainwright felt the installation of a footpath between Haswell Plough and the Blue House required urgent attention. She asked if there was any further progress with the burnt out building on Front Street and the Grey Horse, had the conditions been met, she also spoke about speeding traffic on Station Road.

Councillor Major gave details of areas where dropped kerbs were required to assist disabled and pushchairs/prams.

Councillor Ramsey expressed his concern at the lack of path between Haswell Plough and the Blue House as mentioned throughout the meeting. He asked might it be possible for a defibrillator to be installed in Haswell Plough. He spoke about the road works at Mazine Terrace and said the pot holes all around the villages were terrible. He suggested a community event be planned to install and paint the tyres around the villages and it was agreed this be held on 12 & 13 June 2021.

Councillor Gray reported on a dangerous dropped sink on a main road which Councillor Hovvels said she would report. She also reported two blocked drains between Haswell and Haswell Plough. She asked for permission to arrange to get the tyre painted and everyone agreed. She asked about the piece of land at Gloucester Terrace and reported fly tipping at the allotments was horrendous; and asked for race course fencing to be installed and wall repaired as given previously and County Councillor Hovvels offered to assist with these items. She reported damage to a bus stop at the bottom of Church View and asked for progress with the Rainbow Bed at Haswell Plough. She also hoped the Carnival would happen this year. **RESOLVED the items requiring reporting/attention be dealt with, and Members be thanked for their reports.**

#### 78.21 County Councillor's Update Report

County Councillor Hovvels reported that she along with Jake Miller and Chris Varty would be representing this ward with over nine and a half thousand residents. As County Councillors they would always try to be represented at the Parish Meeting. They were keen to understand what projects were priority. The DCC's Annual Meeting was to be held at Spennymoor Leisure Centre and if the public wished to attend they needed to pre book. She spoke about the footpath that had been discussed during the meeting. She said there needed to be evidence of need, stressing the safety element. There needed to be work carried out with the Highways department and she said she would be happy to facilitate that. With regard to empty/derelict buildings this would be taken up with the Area Action Partnership and she would chase this up the planning enforcement section. She spoke about the grant monies available through the Neighbourhood Budget Fund and she suggested the parish council have projects ready to submit funding requests. She reported on damage by quad bikes and good results with fly tipping. The Chair thanked Councillor Hovvels for her report.

County Councillor Cochrane reported on a recent neighbourhood inspection by himself and the Chair. He also reported on quad bikes, ASB, speeding vehicles and finally on the roadworks being carried out in Mazine Terrace.

County Councillor Hood paid tribute to the service given to the Ward by former County Councillor Huntington. He reported on various highways issues and that he had reported to DCC. He had undertaken a survey about future Councillor Surgeries. He had held a meeting with the Police and had regular dates with the Team, he had attended other meetings liaising with partner agencies. He assured he would be working hard for all parties and working closely with parish councils.

#### 79.21 Public Participation

The Chair invited members of the public present to address the Parish Council on items of concern however there had been issues with the live broadcast and sound.

#### 80.21 Date & Time of the Next Meeting

**RESOLVED the next Parish Council Meeting be held at the Lisa Dixon Centre on Wednesday 30<sup>th</sup> June 2021 at 6.30pm.**