

**BRANDON AND BYSHOTTLES PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD IN NEW BRANCEPETH VILLAGE HALL, ROCK TERRACE,**  
**NEW BRANCEPETH, DURHAM, DH7 7EP**  
**ON FRIDAY 17<sup>TH</sup> SEPTEMBER 2021 AT 6.30 PM**

**PRESENT**

**Councillor Mrs A Bonner (in the chair)**

**And Councillors Bell, Bonner, Mrs Catterson, Mrs Chaplow, Mrs Clegg, Clegg, Darby-Villis, Elmer, Mrs Elmer, Mrs Gibson, Grantham, Hindmarch, Jamieson, Mrs Leckenby, Nelson, Sims, Stoddart, Turnbull and Mrs Wharton.**

**68. DECLARATIONS OF INTEREST**

Declarations of interest were received from the following:

Councillor Bell – Item Numbers 8 / 11e / 17 – Brandon Carrside / The New Brancepeth Parent & Toddler Group / NAC Conference

Councillor Mrs Bonner – Item Number 16 – NAC Training

Councillor Clegg – Item Number 11c – Ushaw Moor Action Group

Councillor Jamieson – Item Numbers 11c / 11g – Ushaw Moor Action Group / Ushaw Moor Cricket Club

Councillor Stoddart – Item Number 11g – Ushaw Moor Cricket Club

**RESOLVED:** To receive the declarations of interest.

**69. PUBLIC PARTICIPATION**

There were no questions from the public in the specified time.

**70. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mrs Nelson.

**RESOLVED:** To receive the apology.

**71. APPROVAL OF MINUTES OF THE MEETING HELD ON 16TH JULY 2021**

**RESOLVED:** That the minutes of the meeting held on 16th July 2021 be confirmed as a true record and signed by the Chairman.

Proposed by Councillor Grantham and seconded by Councillor Bell.

**72. APPROVAL OF MINUTES OF THE SPECIAL ALLOTMENT COMMITTEE MEETING HELD ON 29<sup>TH</sup> JULY 2021**

**RESOLVED:** That the minutes of the meeting held on 29<sup>th</sup> July 2021 be confirmed as a true record and signed by the Chairman.

Proposed by Councillor Bell and seconded by Councillor Grantham.

**73. APPROVAL OF MINUTES OF THE ALLOTMENT COMMITTEE HELD ON 7<sup>TH</sup> SEPTEMBER 2021**

**RESOLVED:** That the minutes of the meeting held on 7<sup>th</sup> September 2021 be confirmed as a true record and signed by the Chairman.  
Proposed by Councillor Jamieson and seconded by Councillor Grantham.

**74. APPROVAL OF MINUTES OF THE FINANCE COMMITTEE HELD ON 1<sup>ST</sup> SEPTEMBER 2021**

**RESOLVED:** That the minutes of the meeting held on 1<sup>st</sup> September 2021 be confirmed as a true record and signed by the Chairman.  
Proposed by Councillor Bell and seconded by Councillor Jamieson.

**75. REPORT FROM BRANDON CARRSIDE**

The report from Brandon Carrside was presented to Council.

**RESOLVED:** To receive the good report.

**76. REPORT FROM UNITARY COUNCIL MEMBERS**

A report was given by County Councillor Elmer.

**RESOLVED:** To receive the report.

**77. TOWN & COUNTRY PLANNING –APPLICATIONS FOR CONSIDERATION**

Planning application lists had been forwarded to the Members.

DM/21/02437/FPA	Mr & Mrs M Usanase	First floor side extension 4 Cookes Wood, Broompark, Durham, DH7 7RL
DM/21/02341/VOC	Mr Steve Field	Variation of condition 9 of planning approval DM/18/00833/OUT to allow the removal of trees to northwest corner of site and change in tree protection line. Deerness Villa, Sleeburn Lane, Langley Moor, Durham, DH7 8LQ
DM/21/02411/FPA	Teer and Johnson Fisheries	Installation of new shop front, replacement of old wooden lintel with new steel lintel, replacement of old rendering with new rendering and new signage Brandon Chippy, 23 Commercial Street, Brandon, Durham, DH7 8PL

DM/21/02546/FPA	Mr Colin Lunn	Single storey extensions to side and rear, to widen driveway and install dropped kerb 45 Broom Hall Drive, Ushaw Moor, Durham, DH7 7NX
DM/21/02264/FPA	Avant Homes	Alterations to various dwellings (1 and 3 Springwood Close, 1, 2, 3, 16 and 17 Longhill Court, 12 and 14 Weatherhill Way and 9 Gerards Gill) (relating to DM/14/03067/RM.) to extend car parking driveway to the edge of the carriage way to permit parking to the front units. Land To The West Of Meadowfield Industrial Estate, Browney Lane, Browney
DM/21/02621/FPA	Mr and Mrs Richard and Melody Briggs	Demolition of conservatory and detached garage, erection of single storey side and rear extensions and replacement of windows. St Catherines House, Front Street, Broompark, Durham, DH7 7QX
DM/21/01900/FPA	Westgarth	Alterations to existing Agricultural Buildings (retrospective application) Biggin Farm, New Brancepeth, Durham, DH7 7HQ
DM/21/02356/FPA	Mrs Leanne Gawthorpe	Full planning permission is sought for erection of 1no. bespoke residential property with in curtilage car parking and associated landscaping works to replace previous outline planning DM/20/02295/OUT granted for 2No residential properties on 15th January 2021. Land to the West of Woodland Terrace, Esh Winning, Durham, DH7 9NL
DM/21/02752/FPA	Mr Dixon	Retrospective application to regularise an enlarged farm access and stoned up farm tracks

		Scouts House Farm, Rock Terrace, New Brancepeth, Durham, DH7 7ES
DM/21/02791/FPA	Mr Rob Herrin	Two storey side extension and rear dormer window 22 Grove Road, Brandon, Durham, DH7 8AW
DM/21/01697/FPA	Renonvat8 Home & Property Management Ltd	Erection of 2 no. apartment blocks containing 8no. residential apartments (C3) (16no. in total) with associated parking. Land East and West of 5-8 Rosewood Walk, Ushaw Moor, DH7 7JY
DM/21/02760/FPA	Dr Kostas Boyiopoulos	Front extension and internal alterations to detached garage 37 Brecken Way, Meadowfield, Durham, DH7 8UZ
DM/21/02995/FPA	Miss Tanya Stanton	Re-render, renew roof slates to front and rear, 2 no. rooflights to rear and replacement windows 8 Stobb House View, Brandon Village, Durham DH7 8SX
DM/21/03005/FPA	Ms Laura Hutton	Resubmission of application DM/21/01510/FPA for the erection of a first floor side extension with car port below 6 Cavendish Court, Brandon, Durham DH7 8UW
DM/21/03073/FPA	Mr Peter Rowling	Erection of single-storey extension at side and rear of dwelling. 11 Hunter Avenue, Ushaw Moor, Durham, DH7 7LB

**RESOLVED:** To receive the planning applications.

**78. DONATIONS FOR APPROVAL**

**a) Browney Social Club**

A request had been received from the above to be added to the annual Christmas donation list.

**RESOLVED:** It was agreed to add the club onto the Parish Council's annual Christmas donation list.

**b) Brandon & Meadowfield RBL Club**

Due to the Christmas in July party being cancelled, the club were enquiring if they can use the donation towards the Christmas party this year or if the cheque had to be returned.

**RESOLVED:** It was agreed that the cheque should be returned as it was for a summer event and to notify the club to reapply for the Christmas event.

**c) Ushaw Moor Action Group – Ushaw Moor Community Garden**

A request for a donation had been received from the above.

**RESOLVED:** To donate £500 in this instance (Ushaw Moor Ward).  
Proposed by Councillor Mrs Clegg and seconded by Councillor Turnbull.

**d) Broadmeadows, Browney**

A request for a donation had been received from the above. This request had been deferred from the previous meeting as more information had been required.

**RESOLVED:** As the group did not have a bank account the Parish Council were unable to assist.

**e) The New Brancepeth Parent and Toddler Group**

A request for a donation had been received from the above.

**RESOLVED:** To donate £200 in this instance (New Brancepeth Ward).  
Proposed by Councillor Bell and seconded by Councillor Hindmarch.

**f) New Brancepeth W.M.C Football Club**

Ratification is required for the cost of hiring the pitch for the football club.

**RESOLVED:** To approve ratification for the cost of hiring the pitch.

**g) Ushaw Moor Cricket Club Fireworks Display**

A request for a donation had been received from the above.

**RESOLVED:** To donate £750 in this instance (Ushaw Moor Ward).  
The fireworks display is enjoyed by the whole village and the local community.

**79. THE QUEEN'S PLATINUM JUBILEE – 2<sup>ND</sup> JUNE 2022**

Members were asked to consider ideas for this event. The Clerk notified the meeting that previously commemorative mugs had been purchased for primary school children. It was also suggested to hold school events.

**RESOLVED:** It was agreed for Members to suggest any ideas for the Jubilee.

**80. TREE PLANTING FOR THE QUEEN'S GREEN CANOPY**

It was suggested that one tree could be planted in each village for the Queen's Green Canopy.

**RESOLVED:** For Members to take into consideration who owns the land where the trees are to be planted and who will be responsible for the maintenance of the tree.

**81. COUNCILLOR'S EMAIL ADDRESSES**

Discussion regarding Councillor's email addresses took place.

**RESOLVED:** It was agreed that Members were in favour of .gov.uk email addresses. For the Clerk to obtain further information and report to Members on this issue.

**82. GENERAL DATA PROTECTION REGULATIONS (GDPR)**

Discussion took place regarding the General Data Protection Regulations.

**RESOLVED:** It was agreed that the Parish Council would look at their General Data Protection Regulations policy.

**83. NATIONAL ASSOCIATION OF COUNCILLOR'S - TRAINING**

Information regarding the above training had been sent to Members.

**RESOLVED:** It was agreed that a date for the training should be arranged.

**84. APPROVAL OF DELEGATES TO NATIONAL ASSOCIATION OF COUNCILLORS – 'LEVELLING UP' CONFERENCE IN CARLISLE 1<sup>ST</sup> – 3<sup>RD</sup> OCTOBER 2021**

Approval of delegates for the above conference was requested.

**RESOLVED:** To approve Councillor's Bell, Mrs Chaplow, Mrs Clegg, Mrs Elmer, Grantham and Stoddart. The extra 3 delegates were approved and an exception made due to the chosen topic.

**85. BRANDON AND BYSHOTTLES PARISH COUNCIL COMMUNITY AWARDS**

Discussion took place regarding the Parish Council's Community Awards. The Chair notified the meeting that St. John's Hall had been booked for the beginning of March. A reminder was given to Ward Members to organise meetings to discuss nominations for the Awards.

**RESOLVED:** To take for information.

**86. APPROVAL AND ACCEPTANCE OF ANNUAL AUDIT RETURN 31<sup>ST</sup> MARCH 2021**

The Clerk notified the meeting that the Annual Audit Return 31<sup>st</sup> March 2021 from the external Auditor had not yet been received.

**RESOLVED:** To take for information.

**87. REVIEW AND APPROVAL WAS REQUESTED FOR THE FOLLOWING POLICIES**

**a) Training – Statement of Intent**

**RESOLVED:** To approve the policy, no amendments were made.

**b) Public Notice Boards**

**RESOLVED:** To approve the policy, no amendments were made.

**88. CIVIC FUNCTIONS**

Bishop Auckland T.C.	Mayor at Home	7.9.2021
Seaham T.C.	Mayor at Home	8.9.2021
Spennymoor T.C.	Civic Service	12.9.2021
Hartlepool B.C.	Mayor at Home	24.9.2021
South Tyneside	Charity Event	1.10.2021

**RESOLVED:** To approve the Chair or Vice Chairman's attendance at the above functions.

**89. ACCOUNTS FOR APPROVAL**

Authorisation was requested to pay accounts amounting to £22,073.15.

**RESOLVED:** To authorise payment of the accounts.

**90. ALLOTMENTS – QUARTERLY ALLOTMENT REPORT**

The Quarterly allotment report was presented to Council for approval.

**RESOLVED:** To approve the good quarterly allotment report.

**91. REPORT OF CLERK**

The Clerk presented a report to Council for information – the following matters arose:

● **CDALC – TRAINING**

The Clerk notified the meeting that the Allotments Officer and the Clerk were booked onto 'Managing a year in the life of the Council' training.

**RESOLVED:** To take for information.  
2021

- **MID DURHAM AREA ACTION PARTNERSHIP (AAP)**

Recently a funding workshop looking at Town and Village improvement funding had been held and a few of the Members had attended and found it informative.

**RESOLVED:** It was agreed to invite Believe Housing to a meeting to discuss what funding they have to offer.

- **WOODLAND ROAD MEMORIAL HALL, ESH WINNING**

The Clerk notified the meeting that the Hall is now open to the public.

**RESOLVED:** To take for information.

- **BEAUTIFUL DURHAM AWARDS 2021**

Notification had been received that the Awards evening for the Beautiful Durham Garden Competition scheduled to take place on Wednesday 6<sup>th</sup> October, had been cancelled.

**RESOLVED:** To take for information.

- **TWO PROPOSED SEATS IN ESH WINNING**

A second email had been sent to Durham County Council requesting permission for two proposed seats, one at Woodland Road and the other at Fair View. To date no correspondence had been received.

**RESOLVED:** To take for information.

The meeting closed at 7.50pm

Signed ..... *Hamish* .....  
Date ..... *15 / 10 / 2021* .....