

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN  
NEW BRANCEPETH VILLAGE HALL, ROCK TERRACE,  
NEW BRANCEPETH, DURHAM, DH7 7EP  
ON FRIDAY 19<sup>th</sup> NOVEMBER 2021 AT 6.30 PM**

**PRESENT**

**Councillor Mrs Bonner (in the Chair)  
and Councillors Bell, Bonner, Mrs Catterson, Clegg, Mrs Clegg, Darby-Villis, Mrs Elmer,  
Grantham, Hindmarch, Jamieson, Sims, Stoddart and Turnbull**

**109. DECLARATIONS OF INTEREST**

Declarations of interest were received from the following:

Councillor Bell – Item no 9a – Christmas Donations  
Councillor Hindmarch – Item no 9a – Christmas Donations  
Councillor Jamieson – Item no 9f & 12 – Ushaw Moor Action Group  
Councillor Sims – Item no 9a – Christmas Donations  
Councillor Stoddart – Item no 9a – Christmas Donations

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

**110. PUBLIC PARTICIPATION**

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

**111. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs Chaplow, Elmer, Mrs Leckenby, Nelson, Mrs Nelson and Mrs Wharton.

**RESOLVED:** To receive the apologies.

**112. APPROVAL OF MINUTES OF THE MEETING HELD ON 15TH OCTOBER 2021**

**RESOLVED:** That the minutes of the meeting held on 15<sup>th</sup> October 2021 be confirmed as a true record and signed by the Chairman.

Proposed by Councillor Jamieson and seconded by Councillor Grantham.

**113. PRESENTATION OF DONATION**

Great North Air Ambulance – No one had arrived from Great North Air Ambulance.

**114. REPORT FROM BRANDON CARRSIDE**

The report from Brandon Carrside was presented to Council

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

Proposed by Councillor Jamieson and seconded by Councillor Grantham.

**115. REPORT FROM UNITARY COUNCILLORS**

There was no report received as no Unitary Councillors were present.

## 116. TOWN & COUNTRY PLANNING – APPLICATIONS FOR CONSIDERATION

Extracts from planning application lists had been forwarded to the appropriate Ward Councillors.

List of planning permissions and refusals had been received.

DM/21/03630/FPA	Mr & Mrs Adams	Erection of single-storey extension to west elevation. Slioch, Acton Road, Esh Winning, Durham, DH7 9QF
DM/21/03568/FPA	Mr L Webstell	Part side first floor and part two storey side extension. 8 Alston Way, Meadowfield, Durham, DH7 8XF
DM/21/03349/FPA	Brancepeth Estates Limited	Retrospective application for 4no. CCTV cameras at Brancepeth Manor Farm, Brancepeth Manor Farm, West Brandon, Crook, DL15 9AS
DM/21/02668/FPA	Miss Hayley McKenna	Erection of outdoor artificial climbing wall to rear Durham Climbing Centre, 1 St Johns Road, Meadowfield Industrial Estate, Meadowfield, Durham, DH7 8TZ
DM/21/03633/FPA	Mr Simon Raine	Installation of 5no. rooflights to rear and 1 new second floor window to each side elevation Langley Lodge, High Street South, Langley Moor, DH7 8JR
DM/21/03181/FPA	Mr Michael Davison	Change of use of open space to garden area including erection of fence Garage Site 26, Newhouse Road, Esh Winning, DH7 9JU
DM/21/03838/TPO	Arborline Tree Service	Oak tree – To prune by 2-3 metres and crown lift the branches over the neighbours hedge by 2 metres (TPO/0041/2017) Oak Tree Cottage, 34 Front Street, Broompark, Durham, DH7 7QT
DM/21/03874/FPA	Mr & Mrs Richard and Isabel Park	Proposed replacement of existing conservatory with single-storey extension to rear plus internal alterations 8 North Brancepeth Close, Langley Moor, Durham, DH7 8LX

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

: To seek clarification that the 4 CCTV cameras on the trees are not looking onto the Public Rights of Way - Planning application DM/21/03349/FPA Brancepeth Estates Limited Retrospective application for 4no. CCTV cameras at Brancepeth Manor Farm, Brancepeth Manor Farm, West Brandon, Crook, DL15 9AS

## 117. DONATIONS FOR APPROVAL

### a) Christmas Donations

To amend the following Christmas Donations:

Tea on Thursdays – as the group has not yet been meeting since the pandemic, to wait until the New Year, to see if it commences once again.

To include Waterhouses Scout Movement - £50

To remove the British Legion as the previous donation was towards the Christmas party and now no children are allowed into the club.

Browney Social Club – This item was deferred and discussed later in the meeting.

**RESOLVED:** To approve the following donations:

#### *New Brancepeth*

New Brancepeth Primary School and Nursery	£150
Village Hall	£100
St Andrew's Methodist Church	£100
New Brancepeth Church	£100
New Brancepeth Residents Group	£100

#### *Ushaw Moor*

Baptist Church	£100
Ushaw Moor Catholic Club	£150
St. Joseph's Church	£100
2-4 Club St Joseph's Parish Hall	£100
St. Luke's Church	£100
Silver Trees Primary	£100
Pre-School Group	£100
St. Joseph's R.C.School	£100
Durham Community Business College	£100
Broompark WI	£100
Ushaw Moor Cricket Club	£100
Ushaw Moor Action Group	£150
Tea on Thursdays	£100

#### *Esh Winning*

Esh Winning Primary	£100
Newhouse St. Mary's School	£100
Esh Winning Residents Group	£100
Newhouse Church	£100
St. Paul's Church	£100
Baptist Church	£100
Methodist Church	£100
Esh Winning Banner Group	£100
Deerness Seniors	£100
Waterhouses Community Association	£100
Woodland Road Communal Hall - Coffee Morning	£100
Woodland Road Communal Group - Elderly Group	£100

**Brandon, Meadowfield and Langley Moor**

St. Andrew's Youth Group	£150 (£75 Brandon, £75 Meadowfield)
St. Andrews Church	£200
Brandon Primary School	£200
Browney Primary	£200
Langley Moor Primary	£200
Langley Moor Nursery	£200
St. Patrick's School	£200
St. Patrick's Church	£200
St. John's Church	£200
Murray Independent Church	£175 (£75 Brandon £75 Meadowfield, £25 L.Moor)
St. John Ambulance	£175 (£75 Brandon, £75 Meadowfield, £25 L.Moor)
5th Durham City Scouts	£50 (£25 Langley Moor, £25 Brandon)
Brandon Community Hall – Santa's Grotto	£350 (Brandon)
Salvation Army	£75 (£25 each L.Moor, Brandon & Meadowfield)
The Orchards	£75 (Brandon)
Meadowfield & Langley Moor Over 60's	£225 (£75 Brandon, £75 M.Field & £75 L.Moor)

**b) Langley Moor Primary**

Ratification of the £100 donation towards the mural at the school is required for approval.

**RESOLVED:** To approve ratification of the £100 towards the mural (Langley Moor Ward). As suggested at the October meeting the school contacted the AAP and they have agreed to provide the difference.

**c) North of England Brass Band Championships**

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

**RESOLVED:** To donate £500 in this instance (£100 each Brandon, Meadowfield, Langley Moor, Esh Winning, £50 each New Brancepth and Ushaw Moor). Proposed by Councillor Turnbull and seconded by Councillor Grantham.

**d) Browney Social Club – Children's Christmas Party**

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

**RESOLVED:** To donate £300 in this instance (£150 each from Meadowfield and Brandon wards). Proposed by Councillor Turnbull and seconded by Councillor Mrs Catterson.

e) **Friends of Addison Park**

A request for a donation had been received from the above towards a Christmas Light Switch On and a Summer Event.

**RESOLVED:** To donate £175 in this instance for the annual public liability insurance (Meadowfield Ward).

: To obtain clarification, of the breakdown of costs for the events.

Proposed by Councillor Mrs Bonner and seconded by Councillor Mrs Catterson.

f) **Buzzy Bees**

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

**RESOLVED:** It was agreed to donate £300 in this instance (Ushaw Moor Ward).

Proposed by Councillor Stoddart and seconded by Councillor Mrs Clegg.

g) **The Salvation Army**

A request for a donation had been received from the above towards the Annual Christmas Toy Appeal.

**RESOLVED:** It was agreed to donate £800 in this instance (£300 Brandon, £200 Ushaw Moor, £100 each Meadowfield and Esh Winning and £50 each Langley Moor and New Brancepeth).

: It was also agreed to enquire if the Parish Council could receive some publicity for the donation i.e in the press and on Facebook.

118. **APPROVAL OF ANNUAL SUBSCRIPTION TO OPEN SPACES SOCIETY**

Approval is requested to pay the Annual Subscription of £45 to the Open Spaces Society.

**RESOLVED:** To approve to pay the Annual Subscription to the Open Spaces Society.

119. **NOTICE BOARD FOR LANGLEY MOOR**

It was agreed at the meeting in February 2020 that the Parish Council would assist Friends of Langley Moor by purchasing a notice board, but would require joint ownership of the notice board. As the notice board was not installed due to lockdown, costs have been obtained £1430.00 including delivery + VAT (same cost as 2020). As the notice board is larger than the existing old one, enquiries were made to DCC Highways Department to see if approval was required and they advised contacting the Planning Department to see if planning approval was required. The reply from Planning was that Advertisement Consent is required, if the notice board is for the Friends of Langley Moor. If the Parish Council were the main users of the Notice Board, responsible for maintaining the board, with the Councils name at the top of the board, then the board would come under permitted development and would not require advertisement consent.

**RESOLVED:** It was agreed to arrange a meeting with the Chair of Friends of Langley Moor, Langley Moor Ward Councillors and the Clerk to discuss the Notice Board.

**120. REQUEST FOR PERMISSION TO PLANT BULBS / WILD FLOWERS ON THE VILLAGE GREEN, USHAW MOOR**

A request had been received for permission to plant bulbs/wild flowers on the Village Green in Ushaw Moor.

**RESOLVED:** It was agreed to grant permission to plant bulbs / wild flowers on the Village Green in Ushaw Moor.

Proposed by Councillor Stoddart and seconded by Councillor Mrs Clegg.

**121. GRASS CUTTING AND FLORAL CONTAINERS**

As the three year fixed price contracts for both of the above expires next year, Members to decide if they wish to remain with the existing Contractors for grass cutting and floral containers.

**RESOLVED:** It was agreed to remain with the existing Contractor for the grass cutting, A. Max Services, if he wishes to quote for a 3 year fixed price contract. The Members were very happy with the work which had been undertaken by this Contractor.

It was agreed to obtain 3 quotes for a 3 year fixed price contract, including watering, for the floral containers.

Proposed by Councillor Turnbull and seconded by Councillor Grantham.

**122. CIVIC FUNCTIONS**

Approval is requested for the Chair / Vice Chair to attend the following functions:

Tuesday 5 <sup>th</sup> October 2021	Meet the Mayor	Bishop Auckland T.C.
Friday 15 <sup>th</sup> October 2021	Charity Evening	Sunderland C.C
Friday 22 <sup>nd</sup> October 2021	Charity Evening	Sedgefield T.C.
Saturday 23 <sup>rd</sup> October 2021	Charity Evening	Seaham T.C.
Wednesday 3 <sup>rd</sup> November 2021	Curry Night	South Tyneside

**RESOLVED:** To approve the Chair / Vice Chair's attendance at the functions.

Proposed by Councillor Bell and Councillor Grantham.

**123. ACCOUNTS FOR APPROVAL**

Authorisation was requested to pay accounts amounting to £10,147.87

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

Proposed by Councillor Jamieson and seconded by Councillor Grantham.

## 124. ALLOTMENTS

### High Browney

A request had been received for the provision of a skip at the above mentioned allotment site.

**RESOLVED:** To approve the provision of a skip at the above mentioned site.

### Low Browney

A request had been received for the provision of a skip at the above mentioned allotment site.

**RESOLVED:** To approve the provision of a skip at the above mentioned site.

## 125. PERSONNEL COMMITTEE

### a) General Data Protection Regulations / Policy

**RESOLVED:** To approve seeking advice on Protocols for Councillors from NAC or other Councils with regards to GDPR.

: To approve the GDPR policy – no amendments were made.

### b) Councillor's Email Addresses

**RESOLVED:** It was agreed to accept the quote from Vision ICT for the 20 Councillors.gov.uk email addresses - £18 per mailbox (£360 + VAT per annum)

: It was agreed that each email is set up as cllr.a.bonner@b&bpc.gov.uk

: It was agreed enquiring if Vision ICT can add a disclaimer at the bottom of the emails from Councillors, stating that the email has been sent by the Councillor and not the Parish Council.

: It was agreed to obtain advice from NALC & CDALC with regards to the disclaimer.

: It was agreed adding the disclaimer onto the Parish Council Website.

### c) Social Media Policy

The Social Media policy, with the required amendments made and approval from the Members on the Personnel Committee was presented at the meeting for approval.

**RESOLVED:** To approve the implementation of the policy.

: To agree that social media training is required for Councillors and staff.

Standing Orders were suspended by the Council as a representative from the Great North Air Ambulance had joined the meeting.

The Chair presented a donation to the Great North Air Ambulance.

126. **REPORT OF THE CLERK**

The Clerk presented a report to Council for information. The following issues arose:

• **CDALC**

Managing Allotments – Virtual training on Thursday 20<sup>th</sup>, Thursday 27<sup>th</sup> January and Thursday 3<sup>rd</sup> February 2022 (3 sessions).

**RESOLVED:** To approve that the Allotments Officer and Councillor Mrs Elmer attends the training.

• **MEETING WITH POLICE AND CRIME COMMISSIONER JOY ALLEN**

Information had been received that the Police and Crime Commissioner Joy Allen has arranged a meeting on Tuesday 30<sup>th</sup> November 2021 at 6.15pm at Spennymoor Town Hall, two representatives from each Council are invited to attend the meeting.

**RESOLVED:** It was agreed that the Chair, Councillor Mrs Bonner and the Vice Chair Councillor Jamieson attends the meeting.

• **CLIMATE CHANGE**

**RESOLVED:** It was agreed to arrange a Committee / Working Group in the new year to discuss the above.

• **POST OFFICE, USHAW MOOR**

Information had been received that they are proposing to move the above Post Office branch to a new location - Ushaw Moor Convenience Store, 3 Broom Lane, Ushaw Moor, Durham, DH7 7LQ.

**RESOLVED:** It was agreed to send a letter of support to retain the Post Office in Ushaw Moor.

• **PROJECTS FOR 2022**

**RESOLVED:** It was agreed to arrange a meeting to discuss proposed projects for 2022, including the Queen's Platinum Jubilee.

The meeting closed at 7.25pm

Signed ..... *Anne Bonner* .....  
Date ..... 17/12/21 .....  
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