

HEDLEYHOPE PARISH COUNCIL

Minutes of the Parish Council meeting held on 26 June 2025 at 7.30 pm in the Village Hall, East Hedleyhope

Present

Chair: Sarah Woodroffe (SW)

Cllrs: Tony Reeve (TR), Sarah Stuart (SS), Jean Thorburn (JT)

Officer: Gillian Bell (Clerk)

1. **Apologies for Absence**

Cllrs Pete Ayling, Judith Patrick and Deb Warde

2. **Declarations of Interest**

None to declare.

3. **Public Participation**

No members of the public present.

4. **County Councillor's Report**

No report received.

5. **PCSO briefing**

No report received.

6. **Minutes and recommendations therein agreed from previous meeting on 22 May 2025**

The minutes were agreed as an accurate record of the meeting.

7. **Budget update**

Balance as of 26 June 2025:

Income: £7840.76

Expenditure: £1258.94

Earmarked project expenditure:

Seat repair and installation: £1000

Exterior painting of village hall: £1260

The bank reconciliation for May 2025 had been circulated.

8. **New signatory for bank mandate**

It was agreed that JT would be a new signatory for the Lloyds Bank account.

9. **Annual Governance and Accountability Return 2024-25**

- a) The Internal Audit Report was received.
- b) The Annual Governance Statement was approved.
- c) The Accounting Statements were approved.

10. **Election of representatives to outside bodies**

Representatives were agreed as follows:

- CDALC AGM - JT
- Smaller Councils Forum - JT
- Mid-Durham Parish Council Committee - SS

11. **Matters relating to the village hall, village green and nature reserve**

Upgrading the kitchen

SW had contacted three fitters recommended by Howdens in order to obtain quotes but none had yet been able to visit the village hall due to volume of work. She would continue to follow up.

In addition, SW reported that the painter currently had no availability to complete the exterior painting of the hall.

12. **Members' reports**

None to receive.

13. **Clerk's report**

Financial

Payments made in May 2025:

| | | |
|----------------|-----------------|---|
| G Bell | £ 447.63 | May salary & IT costs |
| TalkMobile | £ 6.95 | Village hall WiFi |
| Octopus Energy | £ 54.83 | Village hall electricity charges – May 2025 |
| Lloyds Bank | £ 4.40 | Monthly service charge |
| Total: | £ 513.81 | |

Payments received:

| | | |
|----------------|-----------------|--------------------------------|
| DCC | £ 500.00 | Village hall hire for election |
| Cuppa 'n' Cake | £ 20.00 | Village hall hire (May) |
| R Wright | £ 30.00 | Village hall hire (June) |
| Total: | £ 550.00 | |

Petty cash float: £1.88

- *Insurance* – the Clerk would add the metal storage shed to the insurance policy and check whether improvements to the play area would also need to be included.
- *Windfarm Community Fund application* – it was agreed that the Clerk would submit the application.
- A resident at Rose Terrace had raised issues regarding parking there and had asked about DCC reinstating a car parking area, which was created at the time the Hedleyhill

Colliery site was first proposed as a picnic area. It was noted that this area now fell within the nature reserve and that DCC had already indicated that no money was allocated to the site. It was agreed that the Clerk would follow up with the resident and obtain further information.

14. **Date of next meeting:** Thursday 24 July 2025 at 7.30 pm

The meeting closed at 8.00 pm.

Signed

Cllr Sarah Woodroffe
Chair
24 July 2025