

**MINUTES OF THE MEETING OF  
SOUTH HETTON PARISH COUNCIL  
HELD ON TUESDAY 18 MARCH 2025**

**Present:** Councillors G Rodgers, D Rodgers, C Charters, R Stephenson, L Wass, L Haswell

**Also Present:** County Councillors J Griffiths and R Adcock-Foster

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of R Stephenson, P Casson, S Mason and N Shepherd.

**2. OPEN FORUM**

There were no public present.

**3. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

There were no declarations of interest.

**4. POLICE REPORT**

Consideration was given to the police report, which had previously been circulated to Members. There had been 26 calls, ASB – 1, Personal – 1, Nuisance/Environmental – 0, Burglary – 0, Criminal Damage – 0, Vehicle – 1, Theft and handling - 0.

The next cuppa with a copper will be held on Tuesday 15 April 2025 at East Durham Garden Centre between 10am and 11am.

The next face to face PACT meeting will be held on Thursday 22 May 2025 at The Robin Todd Centre between 6pm and 7pm.

Keep in the Know is a messenger platform used by the Police to pass out local messages via email on local topics.

**RESOLVED** that the information given be noted.

**5. MINUTES OF THE MEETING HELD ON 18 FEBRUARY 2025** a copy of which had been circulated to each Member were approved and signed by the Chair.

**6. MATTERS ARISING**

There were no matters arising.

7. **PLANNING MATTERS**

a) **Planning Applications**

DM/25/00564/FPA Extension to existing dwelling and construction of detached home office building to rear garden at The Hawthorns, Easington Road, South Hetton

**RESOLVED** that no objection be made.

DM/25/00598/TEL Prior notification for the installation of a 20m tower to host 6no. antennas, 2no. transmission dishes alongside ancillary works to the base and tower at Land To The South Of Unit 2B, South Hetton Industrial Estate, Bessemer Road, South Hetton

**RESOLVED** that no objection be made.

b) **Planning Approvals – None**

8. **CORRESPONDENCE**

**Request to place ashes in the Welfare Park –** a resident had requested that their family could place ashes in the Welfare Park.

**RESOLVED** that permission be given in the wildlife area, however no plaque could be installed.

9. **FINANCIAL POSITION – BANK RECONCILIATION**

The Clerk submitted a report setting out the bank reconciliation as at February 2025.

**RESOLVED** that the report be agreed and the information given be noted.

10. **BUDGET 2024/25**

The Clerk submitted a report setting out details of income and expenditure for 2024-25.

**RESOLVED** that the report be received and the information given be noted.

11. **ACCOUNTS**

**RESOLVED** that the following invoices for payment by the Clerk be endorsed.

<b>DATE</b>	<b>PAYEE</b>	<b>CHEQUE NO/DD/T/B ACS</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
10/02/2025	Co-operative Bank	BACS	0.08	Bank Fees
13/02/2025	Madhouse Media Ltd	TRANSFER	90.00	Website Domain renewal
13/02/2025	Cutting Edge Reel Services Ltd	TRANSFER	1,247.16	Hayter Repairs
14/02/2025	Groundsman1	BACS	1,729.62	Salary - February
14/02/2025	Clerk	BACS	800.75	Salary - February
14/02/2025	Groundsman2	BACS	1,729.62	Salary - February
17/02/2025	British Gas	DD	235.95	Gas - January
17/02/2025	Groundsman1	BACS	1,007.73	Salary Deductions - January

17/02/2025	Clerk	BACS	233.73	Salary Deductions - January
17/02/2025	Groundsman2	BACS	1,007.73	Salary Deductions - January
18/02/2025	E.on Next	DD	321.55	Electric - January
28/02/2025	Gibson Gas Services	TRANSFER	80.00	repair heating unit
28/02/2025	Durham County Council	TRANSFER	1,200.96	Play area inspections
28/02/2025	Madhouse Media Ltd	TRANSFER	480.00	Website hosting and support
04/03/2025	P Hutchinson & Sons	TRANSFER	18.00	Green waste disposal
04/03/2025	Wel Medical	TRANSFER	279.54	AED battery
04/03/2025	Clerk	TRANSFER	180.43	Expenses - March
06/03/2025	The Right Fuel Card Co Ltd	DD	30.00	Fuel
09/03/2025	Switch Electrical	TRANSFER	110.00	LED Floodlights
09/03/2025	Trade UK	TRANSFER	59.98	Wall/Ceiling Paint

## 12. **VE DAY AND DURHAM AGED MINERS BAND**

The Brass Band has been asked to play on 8 May for VE Day. It was suggested that residents be invited along and have a war theme. If volunteers could be found then this would be supported by the parish council.

**RESOLVED** that the information given be noted.

## 13. **RISK ASSESSMENT**

The Clerk advised that she had completed the annual review of the Council's Risk Register and Risk Assessments and confirmed that appropriate measures were in place to mitigate and manage the risk.

**RESOLVED** that the Risk Register and Risk Assessment be agreed.

## 14. **SYSTEM OF INTERNAL CONTROL**

The Clerk advised that she had completed the annual review of the Council's system of internal control and confirmed that effective systems were in place.

**RESOLVED** that the information given be noted.

## 15. **WELFARE MATTERS**

The groundsman be asked to trim the bushes at the Robin Todd Centre and enquire if the trees at the school had been trimmed.

The footpath around the Welfare was showing some damage in parts. The company who installed the path had been asked to visit the site for inspection.

**RESOLVED** that the information given be noted.

16. **REPORTS**

a) **Durham County Council**

There was no report

b) **EAAP**

The Chair advised that the final AAP meeting was held the previous week which celebrated its achievements.

17. **DATE OF NEXT MEETING**

The next meeting will be held on 15 April 2025 at 7pm