

**MINUTES OF THE MEETING OF
SOUTH HETTON PARISH COUNCIL**

HELD ON TUESDAY 16 SEPTEMBER 2025

Present: Councillors G Rodgers, D Rodgers, S Mason, S Elliott, P Cassan, C Charters, L Wass and R Stephenson

County Councillor Rowney

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor L Haswell.

2. OPEN FORUM

There were none.

3. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Councillor D Rodgers and P Casson declared an interest in Item 8 – South Hetton Cricket Club

4. POLICE REPORT

Consideration was given to the police report, which had previously been circulated to Members. The calls related to ASB – 5, Personal – 2, Nuisance/Environmental – 5, Burglary – 1, Criminal Damage – 0, Vehicle – 5, Theft and handling - 1.

The next cuppa with a copper will be held on Tuesday 14 October 2025 at East Durham Garden Centre between 10am and 11am.

The next face to face PACT meeting will be held on Thursday 25 September 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 15 JULY 2025 copy of which had been circulated to each Member were approved and signed by the Chair.

6. MATTERS ARISING

Station Hotel – Councillor Rowney advised that he has spoken with the team who dealt with derelict properties. The process was lengthy to find the owner and make contact to negotiate and request they bring buildings up to safety standards or demolish. The system was very long and bureaucratic. If the owner happened to sell a property then the whole process had to commence from the beginning. He had been advised that any building that was deemed to be dangerous would be demolished.

7. **PLANNING MATTERS**

a) **Planning Applications**

There were no planning applications to consider.

b) **Planning Approvals**

DM/25/01591/HPN The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.0m, for which the maximum height would be 3.0m, and for which the height of the eaves would be 3.0m at 35 Phalp Street, South Hetton

8. **CORRESPONDENCE**

a) **Houghton Brass Band**

A request was received for financial assistance for the Brass Band in Houghton.

RESOLVED that the request was refused as the Council already supported the Brass Bank in South Hetton.

b) **East Durham Communities**

A request was received for financial assistance towards the costs associated with the leaflet printing and distribution, room hire for meetings and other administrative costs. The church had offered the committee meeting to be held 3rd month free of charge. The Community Association had provided the meeting room for public meetings free but would need to charge for hire of rooms for subsequent meetings.

RESOLVED that the council agree in principle to assisting once the necessary committees and bank accounts had been established.

c) **South Hetton Cricket Club**

The cricket club were seeking financial support for the next stage of their tuck shop renovations. They had refurbished the exterior of the container following receipt of a grant and were wanting to commission a local graffiti artist to create a cricket themed mural.

RESOLVED that the council agree in principle to assisting once the costs were known.

9. **FINANCIAL POSITION – BANK RECONCILIATION**

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

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

10. **BUDGET 2025/26**

The Clerk submitted a report setting out details of income and expenditure for 2025-26.

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.

DATE	PAYEE	CHEQUE NO/DD/T/ BACS	AMOUNT	DESCRIPTION
07/07/2025	The Right Fuel Card Co Ltd	DD	123.08	Fuel
09/07/2025	Co-operative Bank	BACS	6.98	Bank Fees
14/07/2025	EE Ltd	DD	29.36	EE Ltd
15/07/2025	British Gas	DD	32.57	Gas
15/07/2025	Groundsman1	BACS	1,729.62	Payroll - July
15/07/2025	Clerk	BACS	820.35	Payroll - July
15/07/2025	Groundsman 3	BACS	1,863.71	Payroll - July
18/07/2025	E.on Next	DD	214.63	Electricity - June
18/07/2025	Groundsman1	BACS	598.11	Salary Deductions - July
18/07/2025	Groundsman1	BACS	-598.11	Salary Deductions - July
19/07/2025	Groundsman1	BACS	1,075.37	Salary Deductions - June
19/07/2025	Clerk	BACS	296.45	Salary Deductions - June
19/07/2025	Groundsman2	BACS	1,075.37	Salary Deductions - June
20/07/2025	JRB Enterprise Ltd	TRANSFER	373.44	Dog Bags
20/07/2025	Premier Waste Recycling Ltd	TRANSFER	80.64	Waste Disposal
20/07/2025	Aitken's Sportsturf Ltd	TRANSFER	220.50	Nutri Smart/Vision spray
20/07/2025	Garden Centre/Gillian Rodgers	TRANSFER	30.00	Plants
28/07/2025	Co Durham Ass Local Councils	DD	160.64	Fuel/Water Butt/Picker/bags
04/08/2025	P Hutchinson & Sons	TRANSFER	66.00	Green waste disposal
04/08/2025	Co Durham Ass Local Councils	TRANSFER	20.00	Member Training
04/08/2025	Clerk	TRANSFER	201.58	Expenses - August
06/08/2025	The Right Fuel Card Co Ltd	DD	117.37	Fuel
11/08/2025	Co-operative Bank	DD	6.98	Bank Fees
12/08/2025	EE Ltd	DD	29.36	Mobile Phone
14/08/2025	British Gas	DD	18.30	Gas - July
15/08/2025	Groundsman1	BACS	1,959.58	Salary - August
15/08/2025	Clerk	BACS	940.33	Salary - August
15/08/2025	Groundsman2	BACS	556.44	Salary arrears - August
15/08/2025	Groundsman 3	BACS	2,374.06	Salary - August
18/08/2025	Clerk	BACS	296.26	Salary Deductions - July
18/08/2025	Groundsman 3	BACS	557.40	Salary Deduction - July
19/08/2025	E.on Next	DD	221.78	Electric - July
28/08/2025	Co-operative Bank	DD	56.18	Fuel/Gloves
31/08/2025	Rickerby Ltd	TRANSFER	734.23	Throttle/Clutch Cable, Torque
31/08/2025	Cutting Edge Reel Services Ltd	TRANSFER	365.87	Repair of equipment
04/09/2025	Clerk	TRANSFER	212.98	Expenses - September
04/09/2025	P Hutchinson & Sons	TRANSFER	36.00	Green Waste disposal
04/09/2025	Aitken's Sportsturf Ltd	TRANSFER	264.00	Herbicide

05/09/2025	The Right Fuel Card Co Ltd	DD	105.05	Fuel
08/09/2025	South Hetton Community Ass	TRANSFER	627.65	Summer Holiday Activities
08/09/2025	Trade UK	TRANSFER	71.98	clothing

12. **WELFARE MATTERS**

Durham Cricket had put an application in for the renovation of the cricket square and outfield. The application decision was awaited.

The advert for Groundsperson had now closed and interviews were to be held on 24 September.

There were grants available for solar panels on buildings which maybe suitable for the bowls pavilion and the cricket club.

RESOLVED that the information given be noted.

13. **EXTERNAL AUDIT**

The Clerk advised that the audit had been concluded and there were minor issues for improvement for consideration for the next financial year.

RESOLVED that the information given be noted.

14. **REPORTS**

a) **Durham County Council**

Councillor Rowney advised that he had nothing further to add.

15. **DATE OF NEXT MEETING**

The next meeting will be held on 21 October 2025 at 7pm