

Headland Parish Council
Minutes from Meeting held on Monday, 24th June 2024

IN ATTENDANCE

Councillors: M. Wright (Chair), S. Lee, P. Andrews, A. Hay, A. Smith, A. Turner, J. Wenman, A. Jackson, S. Gaiety, A. Muller-Nicholson, H. White.

Clerk of the Council: Michelle Ellett

1. Apologies for absence were received from Councillors S. Moore and M. Jorgeson.
2. Councillor Lee expressed that she was standing as MP in the General Election.
3. The Minutes of the meeting held on Monday, 20th May 2024 were accepted as a true record by members present.
4. **Matters Arising:**
 - 4.1 **Update on Redheugh Gardens** – Clerk noted that a number of emails had been received by the Parish Council regarding this. Clerk gave an update from HBC in that the grass cuttings act as a general fertilizer and with the amount of grass cuttings, there would be too much to move. HBC were on schedule for grounds maintenance but there had been challenges due to the unseasonal extremely wet start to year. A question was asked as to whether the Parish Council could obtain a copy of the Grounds Maintenance Schedule. Clerk to email HBC.
5. **Finance Report**

An updated Finance Report for 2024-25 circulated to members prior to the meeting was accepted.
6. **Clerk's Report**
 - 6.1 **Invoices for approval – SLCC, Auditor & Zurich Insurance**

These invoices were approved for payment. Clerk informed members that there had been a saving of £138.45 with regard to Zurich Insurance.
 - 6.2 **Donation to Carnival Committee**

A short discussion ensued and members agreed to a £1,000 donation to Carnival Committee. Clerk to request an invoice for this donation.
 - 6.3 **Headland postcards/memorabilia in office**

Clerk asked for clarification as to who purchased the postcards. Councillor Andrews confirmed that these were not purchased from the Parish Council budget. A short discussion ensued about the postcards and their distribution. Councillor White agreed to pursue this.
7. **Auditor's Report and Quotation for 2024/25**

The Auditor's Report and Quotation for 2024/25 had been circulated to members prior to the meeting. Clerk and Chair to prepare a checklist of points to be actioned from the Auditor's Report. Clerk recommended to members that a mid-term audit and end of year audit are undertaken to keep the Parish Council on track.

Members accepted the report and accepted W.D. Moore as Auditor.

8. Review of Policy

8.1 Standing Orders

The Policy to be adapted to Headland Parish Council by Councillor Moore and then emailed to members for approval.

9. Feedback from Council Meetings

9.1 Audit & Governance Meeting

Councillor Andrews had been accepted onto the Committee and had received dates for future meetings.

10. Planning Applications:

10.1 H/2024/0063 - 14 Albion Terrace (Amended Application)

10.2 H/2024/0064 -14 Albion Terrace (Listed Building Consent)

There were no objections from members present.

11. Correspondence

Councillor Muller-Nicholson raised that the lifeguard provision on the Headland was being scaled back and that there had been no consultation with the Parish Council regarding this. Unfortunately, the Ward Councillors were not present at the meeting to clarify this. Discussion ensued and members agreed that this should be pursued by the Parish Council.

Clerk to email Ward Councillors and the item to be put on the agenda for the next meeting.

Councillor Smith to contact members of Safe Water regarding advice on this.

12. Councillors Items for future agenda

- Clerk had received a response from Councillor Jorgeson regarding correspondence received regarding 10 Regent Street. Due to him being absent from the meeting, the matter be put on the agenda for the next meeting.
- Councillor Smith informed members that she had been working with A Level students from the Art College and local fisherman on an art project. An exhibition of the artwork was taking place on Friday, 5th July in the Duke of Cleveland from 1.00pm. Members were invited to attend to support the project.

13. Ward Councillor Update:

Apologies had been received from Ward Councillors Dodds and Nelson due to HBC training.

14. Public Questions:

14.1 D-Day – a member of the public asked why the beacon on the Headland was not lit and whether there was a reason for this. He noted that there was only so many occasions when the beacon should be lit and this was one of them. Clerk to put this question to Ward Councillors.

14.2 Headland Conservation Report – was there any update yet? Again, this was important and HBC should consult with the Parish Council.

15. Date of next meeting was confirmed as Monday, 29th July 2024 at 6.45pm in the Middlegate Room.

The meeting adjourned at 7.50 pm.