

Headland Parish Council
Minutes from Meeting held on Monday, 29th July 2024

IN ATTENDANCE

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

Clerk of the Council: Michelle Ellett

Prior to the meeting starting, members held a minute silence to remember Vince Glasby, a former member of the Parish Council, who sadly passed away recently.

1. Apologies:

Apologies for absence were received from Councillor Gaiety.

2. Declaration of Interest

Councillor Jackson expressed an interest in 10.2 – Wintertide Festival.

3. Minutes:

The Minutes of the meeting held on Monday, 24th June 2024 were accepted as a true record by members present. The Minutes of the Annual Meeting held on Monday, 20th May 2024 were also accepted as a true record by members present.

4. Matters Arising:

4.1 Update on postcards/memorabilia (H. White) – Councillor White had attended the office and noted that there was a lot of postcards/fridge magnets. As there was no cost to the Parish Council, it was agreed that packs be put together for them to be distributed to local community groups and schools.

4.2 Beacon – Councillor Lee asked if there had been any response as to why the Headland beacon was not lit for the D-Day commemorations. Councillor Moore confirmed that there had been no response from Hartlepool Borough Council regarding this.

5. Finance Report

An updated Finance Report for 2024-25 circulated to members prior to the meeting was accepted. Councillor Lee to re-visit the repair of the flagpole. A member had purchased plants and asked how they are reimbursed. Moving forward, it was confirmed that **if** a member is asked to purchase goods on behalf of the Parish Council, then an invoice must be sent to the Parish Council for payment.

6. Clerk's Report

6.1 Carnival Committee request

A request had been received from the Carnival Committee to, again, purchase the fireworks. This would result in the Parish Council being over the income threshold and would result in an external audit which would be an additional cost to the Parish Council of around £252. The Parish Council purchasing the fireworks helps the Carnival Committee with the immense cost of outlays due to them not being able to re-claim the VAT. Discussion ensued and it was proposed that the Parish Council

does not purchase the fireworks this year but an extra donation of £800 be given to the Carnival Committee to support this community event. 1 member disagreed with not purchasing the fireworks with 2 abstaining. 1 member objected to the extra £800 donation. The amount of the donation to be reviewed in preparation for next year's event. It was also suggested that a member of the Parish Council attend the Carnival Committee meetings. Councillor Smith to pursue this. Councillor Moore had also been approached regarding the use of the Parish Council's back office for lost kids/property. There were no objections to this and Councillor Moore to liaise with the Carnival Committee regarding this.

6.2 Website Update

Clerk updated members on the website. A new website would be over £1,000 and would require 3 quotes. Clerk had had discussions with the person who developed website on the following areas:

- *Securing website* – will involve changing hosting package and will cost £12 per month.
- *Updates* – the website needed regular updates which were highly recommended and, once set up, these would be automated.

Clerk had arranged a meeting discuss the above. Discussion ensued and members agreed for up to £250 to be spent on the website. Enquiries to be made about changing the email to a gov.uk domain. Chair to email Clerk a contact at Hartlepool Borough Council.

6.3 VAT Update

Clerk had applied for 2021-22 claim of £478.68. Following receipt of this, Clerk to proceed with claims for 2022-23 and 2023-24.

6.4 Policies Update

There had been a delay in updating the policies so these would be done over the Summer ready to approve at September meeting. The Chair suggested a round robin of dates after the Summer break for members to go through the policies for September meeting.

6.5 Office hours over Summer

Clerk on holiday from 3rd to 19th August so emails will not be checked during this time.

7. Feedback from Council Meetings

7.1 Audit & Governance (P. Andrews)

Councillor Andrews attended the meeting and gave an update to members.

7.2 Parish Liaison Meeting

Councillor Moore had raised that in future, if a decision was raised by the Borough Council that affected the Parish, then Parish Council should be consulted.

Councillor Lee asked if there was any update on the Conservation Report? Councillor Moore informed members that Gemma Ptak and Sarah Scarr had been busy dealing with other issues and it maybe October time before there is any update.

8. Lifeguard Provision on Headland

Councillors Lee and Gaiety were addressing this but the main issue arising from this is that the Parish Council need to be consulted when these decisions are being made as the Parish Council need to inform the public. Councillor Moore had made the request about the lifeguard provision and the decision will be looked at in the next Council Meeting, but

it was too short notice to change it for this Summer. It was noted that the RNLI were providing cover for the raft race.

9. Planning Applications:

9.1 H/2024/0225 – 1-45 Priory Court, Hartlepool, TS24 0JL – Replacement of existing communal area windows. No objections from members present.

10. Correspondence

10.1 10 Regent Street Update (M. Jorgeson)

Councillor Jorgeson had investigated this. Hartlepool Borough Council do not own the land. Someone could buy it but would need to go through a solicitor. Councillor Jorgeson had informed the member of the public who raised the issue so there was no further action from the Parish Council.

10.2 Wintertide Festival (M. Ellett)

Clerk had received an email to confirm that the Wintertide Festival will be held bi-annually.

10.3 Representation on each of Policy Committees (S. Moore/M. Jorgeson)

There was an open invitation for the Parish Council to attend meetings of the following Committees:

- Democratic Services
- Adult and Community Based Services
- Finance & Policy
- Children's Services
- Regeneration
- Planning & Licensing.

Members asked for the dates and times of these meetings in order to be able to commit to attending. Councillor Moore to determine these and email members.

10.4 Transport Community Consultation (M. Jorgeson)

Details on the Transport Community Consultation was circulated to members. Councillor Moore said one issue was having proper designated cycling routes into the town with crossing points on Cleveland Road and West View Road near Marine Drive and Maritime Avenue. Hartlepool Borough Council had shared the consultation document on their website.

11. Councillors Items for future agenda

- Councillor Muller-Nicholson said the bins on the children's playground were overflowing with waste and that it was a health hazard. As a Parish Council, it was agreed to write to Neighbourhood Services.
- Councillor Muller-Nicholson raised the question of resurfacing the tennis courts as it was gravelly. Councillor Moore said Hartlepool Borough Council were trying to get funding to resurface the tennis courts and football pitches.
- A timescale was also needed on the refurbishment of Headland's toilets.

Due to there being a number of issues facing the Headland as identified above, it was suggested that Ian Gardiner from Hartlepool Borough Council be invited to attend the next meeting.

12. Ward Councillor Update:

Councillor Moore noted that there were no major updates other than the delay of the paddling pool being opened due to resurfacing work. Councillor Moore reported that progress was being made regarding the canopy on Northgate shops with Thirteen.

13. Public Questions:

13.1 Excavation Project – a report was being prepared and possible funding to look at leaving the excavation area for people can go and see it.

13.2 JRF – any update? Councillor Smith said a Creative Manager had recently been employed. Nothing had developed regarding Elephant Rock but JRF were still interested and trying to do something.

13.3 A member of the public raised an issue whereby grass was being cut on land where it wasn't needed, yet litter picking and cleaning up was needed so it was about HBC changing priorities on what needed to be done. It was noted that the Parish Council did not have a direct say on how HBC prioritised their work but can make representation and put thoughts forward to Neighbourhood Services.

14. Date of next meeting was confirmed as Monday, 30^h September 2024 at 6.45pm in the Middlegate Room.

The meeting adjourned at 8.15 pm.