

Headland Parish Council
Minutes from Meeting held on Monday, 27th January 2025

IN ATTENDANCE

Councillors: M. Wright (Chair), A. Hay, M. Jorgeson, S. Gaiety, A. Jackson, H. White & A. Muller-Nicholson

Clerk to the Council: M. Ellett

1. Apologies

Apologies for absence were received and accepted from Councillors' A. Smith, A. Turner, P. Andrews and J. Wenman.

2. Declaration of Interest

No declaration of interests were received.

3. Appointment of Vice Chair

Due to number of apologies received, to be carried forward to next meeting.

4. Minutes

A copy of the Minutes of the meeting held on Monday, 25th November 2024 and the Extraordinary Meeting held on Monday, 6th January 2025 had been forwarded with the agenda. The minutes of both meetings were confirmed and approved as a true record.

5. Matters Arising:

5.1 Update on gov.uk email

Clerk noted that the gov.uk email and website were now live. It will take some time to transfer over to the new email address. Members to check their spam/junk folders for correspondence from the new address. All members present confirmed they were receiving emails/correspondence.

6. Approval of amended Budget 2025-26

The budget was amended to match the precept requested. Members accepted the amended budget.

7. Finance Report

An updated Finance Report for 2024-25 forwarded with the agenda was accepted.

8. Clerk's Report:

8.1 Approval of dates for 2025-26 Parish Council Meetings

Dates for the 2025-26 Parish Council Meetings forwarded with the agenda were accepted. An extra meeting to accept the 2026-27 precept (if necessary) would be agreed at a future date.

9. Policies for Approval

The Code of Conduct for members and Standing Orders forwarded with the agenda were accepted. They would be reviewed at the Annual Meeting of the Council along with other policies.

10. Feedback from Council Meetings

No updates due to meetings resuming following the Christmas break.

11. Planning Applications

- H/2024/0301 – Former Headland Gate, Northgate, Hartlepool, TS24 0LY – Advertisement Consent for the installation of 2 no. internally illuminated fascia signs and 1no. internally illuminated projecting sign to a retail unit (as approved under H/2022/0027) - no objections had been received from members to this planning application.
- H/2024/0392 – St Helens Lodge, Regent Street, Hartlepool, TS24 0QN – Change of materials to roof from natural slate to fibre cement slate (retrospective) – any objections to be emailed to Clerk by Tuesday, 27th January.

Councillor Jorgeson confirmed that at the Extraordinary Meeting regarding the Conservation Area plans, Hartlepool Borough Council agreed to set up an Advisory Group to help on issues such as the lack of support around the use of modern materials.

12. Correspondence

- *Response following letter to Bishop of Durham re handrails on St. Hilda's Church* – the Chair thanked Councillor Jackson for writing the letter which was emailed by the Clerk on behalf of the Parish Council. The response had been forwarded to members prior to the meeting. The Building Support Officer at Durham Diocese was working with St. Hilda's Church with a restoration project so, hopefully, will liaise with the Church regarding the handrail.
Clerk noted that a further email had been received regarding funding streams available and this had been forwarded to Sarah Scarr (Hartlepool Borough Council) and Councillor Turner (St. Hilda's Church Warden).

13. Councillors Items for future agenda

- Wintertide – update on activities for families over Easter holidays.
- Progress regarding future events.
- Football/Tennis courts – possible resurfacing/funding opportunities

14. Ward Councillor Update:

No apologies had been received from Ward Councillors. Councillor Jorgeson said Councillor Nelson had been poorly over Christmas and the Parish Council wished him a speedy recovery.

15. Public Questions:

4 members of the public were in attendance.

A member of public raised the question of grass cutting by the Parish Council. Councillor Jorgeson was in discussion with Hartlepool Borough Council but it would be down to cost and it being cost effective.

16. Date of next meeting was confirmed as Monday, 24th February 2025 at 6.45pm in the Croft Room.

EXCLUSION OF THE PUBLIC: The Council may at any point pass a resolution that under the Public Bodies (Admission to Meetings) Act 1960, the public and the press shall be excluded from the meeting during consideration of any item of business if publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted, e.g. employment matters; terms of commercial tenders and negotiations for contracts; and legal proceedings preparation or advice.

17. Clerk's Appraisal

Clerk left the meeting.

In accordance with Employment Legislation, the Employment Committee had undertaken an appraisal/performance review meeting with the Clerk.

Clerk had prepared relevant paperwork to the Parish Council following Job Evaluation. Committee to discuss and prepare a response to Clerk.

The meeting adjourned at 8.20pm.