

Headland Parish Council
Minutes from Meeting held on Monday, 24th February 2025

IN ATTENDANCE

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

Clerk to the Council: M. Ellett

1. Apologies

Apologies for absence were received and accepted from Councillors' A. Turner, S. Moore and H. White.

2. Declaration of Interest

Councillor Smith declared an Other Registerable Interest in item 6. The declaration was received and accepted.

3. Appointment of Vice Chair

Clerk reminded members of the role of the Chair and, in the absence of the Chair, the Vice Chair would step in. There had not been a Vice Chair in place since November and could not be postponed any longer. Councillor Lee proposed Councillor Gaiety and this was seconded by Councillor Jorgeson. Councillor Gaiety appointed as Vice Chair.

4. Minutes

A copy of the Minutes of the meeting held on Monday, 27th January 2025 had been forwarded with the agenda. The minutes of the meeting were confirmed and approved as a true record.

5. Matters Arising:

5.1 Update on St. Hilda's Church

Apologies had been received from Councillor Turner. Clerk had tried to contact Councillor Turner for an update on the progress of the handrail for St. Hilda's Church following the forwarding of grant information to Councillor Turner and Sarah Scarr (HBC). Clerk to contact Councillor Turner again for an update.

6. Holidays at the Headland Campaign (Helen Towes – Economic Growth Officer (Tourism) – HBC)

Helen Towes, Economic Growth Officer for Tourism at Hartlepool Borough Council was welcomed to the meeting.

Helen informed members that the Holidays on the Headland Campaign would run from 22nd to 27th April and would be free for families to access. Families would register for activities online. The event will be promoted through social media, leaflets and Hartbeat magazine. They were also hoping to get support from local businesses. It was hoped that more events during the school holidays would be planned following this event.

Members fully supported the campaign and thought it was a fantastic opportunity to get families involved in activities on the Headland.

Helen to contact Clerk once leaflets had been produced.

Councillor Muller-Nicholson raised the issue of the state of the tennis courts/football pitch which had been raised with a colleague, Sarah Scarr and felt it would be a great opportunity for the campaign to use facilities around the Headland. Helen agreed to raise this with Sarah.

7. Finance Report

An updated Finance Report for 2024-25 was forwarded with the agenda. Clerk had amended the headings on the report to match the AGAR return. The report was accepted by members.

8. Clerk's Report:

8.1 Invoice for approval/payment

The invoice of £1560 for the purchase of a Christmas tree from Hartlepool Borough Council was approved for payment. The document for Items of Expenditure over £500 to be updated on the website.

8.2 End of Year Preparation

Clerk to chase up final invoices/payments to prepare for year end.

8.3 Noticeboards

Councillors Gaiety and Jorgeson to establish if current noticeboards can be repaired.

8.4 Flagpole outside Parish Council office

Clerk had contacted Rob Daley from Hartlepool Borough Council re fixing flagpole outside Parish Council office.

8.5 Festoon Lighting

Following an enquiry from a local resident regarding the festoon lighting, Clerk had contacted Rob Daley from HBC. One section of the lights was currently off due to the damage of an underground cable outside one of the properties, which was out of HBC's control. Once this was fixed, the lights would be switched back on.

9. Annual Audit Plan

The Annual Audit Plan forwarded with the agenda was accepted by members. Clerk was making final preparations ready for the end of year audit.

10. Feedback from Council Meetings

Councillor Jorgeson was hoping to accompany HBC on the next inspection of the playground.

Councillor Lee gave an update to members following her attendance at the Economic Growth and Regeneration Meeting. Of particular interest, was the potential increase in hours of Seaton and Headland Libraries. Councillor Lee also advised members that the HDC Master plan was available to read.

11. Planning Applications

- H/2024/0328 – 30 Town Wall, Hartlepool, TS24 0JQ – no objections had been submitted.

12. Correspondence

No correspondence had been received.

13. Councillors Items for future agenda

- Project on adult literacy – stories from grandparents (M. Wright)
- Dog fouling (S. Lee)

14. Ward Councillor Update:

No apologies had been received from Ward Councillors. Members expressed their disappointment of Ward Councillors’ non-attendance at meetings.

15. Public Questions:

1 member of the public was in attendance.

No questions raised.

16. Date of next meeting was confirmed as Monday, 31st March 2025 at 6.45pm in the Croft Room.

The meeting adjourned at 8pm.

CERTIFIED AS A TRUE RECORD

Chair:

Date: