

Headland Parish Council
Minutes from Meeting held on Monday, 27th April 2026

Present: Chair: S. Gaiety
Councillors: S. Lee, A. Hay, A. Jackson, M. Jorgeson, A. Muller-Nicholson, G. Murphy, C. Templeman and A. Turner.

Clerk to the Council: M. Ellett

hp25-26139 **To accept Apologies for Absence**
No apologies for absence were received from Councillor Andrews. Apologies for absence were received from Councillor White following the meeting.

hp25-26140 **Declarations of Interest on items on the agenda**
Councillor A. Turner declared a Disclosable Pecuniary Interest in item 13 due to her connection with St. Hilda's Church.

hp25-26141 **To approve Minutes of the Meeting held on 30th March 2026**
The minutes of the Meeting held on 30th March 2026 had been forwarded with the agenda.
RESOLVED the above minutes were confirmed and approved as a true record.

hp25-26142 **Matters Arising:**

- *Update on state of promenade/town wall/paddling pool area* – Apologies had been received from Ward Councillor Dodds but the following update was given:
 - *Breakwater hole* – PD have placed a contract with their sub-contractor and a date was being awaited for the work to be carried out.
 - *The Town Wall* – Investigations had been carried out and a date was being awaited for the work to be carried out.
 - *Paddling Pool* – PD have been and cleaned up the area around the paddling pool. This was always part of their plan. The gate remained open along the pier, this was due to have the new gate in place, however, with the hole in the side of the pier emerging, they were carrying out investigative works before replacing the gates. This is because the hole is directly below where the gates are positioned. This has led to lots of people taking to walking the length of the pier. He cautioned people in doing this as the waves can appear very quickly and there was not appropriate barriers in place to protect people should a rogue wave appear.
RESOLVED – The update was noted and Councillor Jorgeson agreed to establish dates for the works to be carried out on the breakwater hole and town wall.
- *Events on Town Moor*
Councillor Lee reminded members that the discussion was around the process for holding events on the town moor. It was understood that there was nothing to say there was any covenant on the town moor but difficulties tend to be around safety aspects and volume of people.
RESOLVED – It was noted that the Officers at Hartlepool Borough Council had changed who we would need to approach in order to apply to use the town moor.

hp25-26143 **Clerk's Report**

- *Register of Interest Forms 2026-27*

Members were reminded that Register of Interest Forms need to be completed each year once received from HBC. Once completed, they should be returned to the Clerk who will deliver them to HBC.

hp25-26144 **Financial**

- *To accept Finance Report 2025-26*

The final Finance Report for 2025-26 was circulated to members with the agenda. **RESOLVED** - Finance Report accepted by members.

- *To accept Savings Account 2025-26*

The final Savings Account Report for 2025-26 was circulated to members with the agenda.

RESOLVED – Savings Account Report accepted by members.

- *Confirmation of VAT to be reclaimed*

The amount of VAT to be reclaimed for 2025-26 was confirmed as £739.16.

RESOLVED – Clerk to re-claim the VAT.

- *Finance & Savings Account Reports 2026-27*

The Finance and Savings Account Reports for 2026-27 were circulated to members with the agenda.

RESOLVED – Reports accepted by members.

hp25-26145 **To receive, review and approve the following policy:**

- *IT Policy*

An IT Policy was circulated to members with the agenda.

RESOLVED – The IT Policy was accepted by members, however, members were informed that if they were using a personal email account for council business, this is subject to data protection laws and FOI requests, therefore, members were advised to set up a separate email account purely for Council business. Members to notify Clerk if they change email address.

hp25-26146 **Members Reports of Attendance at Meetings/Events on behalf of the Council:**

No updates.

hp25-26147 **Planning Applications**

No planning applications had been received.

hp25-26148 **To receive written application for the office of Parish Councillor and to co-opt to fill an existing vacancy**

The application had been forwarded to members prior to the meeting. The candidate reiterated that he was a community person and wants to support where he can. He had already been talking to contacts about bringing food events to the Headland. Members of the public and the candidate were asked to leave the meeting for a short discussion by members.

RESOLVED – It was a unanimous decision from members that the candidate be co-opted to the Parish Council. On completion of the necessary paperwork, he will join at the next meeting and was welcomed to Headland Parish Council.

- hp25-26149 **Future Projects update**
Discussion ensued. Due to members of Hartlepool Borough Council not being available due to the Elections, it was suggested that members hold a Development session to brainstorm some ideas and take them to members of Hartlepool Borough Council.
RESOLVED – Councillor Templeman to email dates to Clerk for members to meet to collate ideas prior to the June meeting.
- hp25-26150 **No. 7 Bus Route**
At the previous meeting, it was raised that the No.7 bus route did not go to the transport interchange and the possibility of exploring this with Stagecoach. Clerk had emailed Ward Councillor Dodds to see if this was an area that Ward Councillors could help with. Ward Councillors were exploring this but suggested that it would also be helpful if the Parish Council also raised this.
RESOLVED – Clerk and Councillor Jackson to compile a letter to send to Stagecoach.
- hp25-26151 **Correspondence**
 - *Proposed Pastoral Scheme re amalgamation of Saint Hilda and Holy Trinity Churches*
Councillor Turner declared a Disclosable Pecuniary Interest in this item and did not take part in the discussion or resolution.

Clerk had emailed documents to members regarding the pastoral proposals affecting the benefice of Saint Hilda and the benefice of Holy Trinity and their constituent parishes. The Parish Council had the opportunity to make representations for or against all or any parts of the draft Scheme by **Tuesday, 26th May 2026**.

RESOLVED – Members had no objections to the draft Scheme, however, due to the issues being reported to the Parish Council in relation to lighting and the hand railing, and the extra footfall to St. Hilda’s church in light of the closure of Holy Trinity Church, Clerk to send an email to the Case Officer highlighting these issues.
- hp25-26152 **Ward Councillor Update:**
Apologies had been received from Ward Councillor Dodds. Other than the items raised under Matters Arising, other updates received were as follows:
 - *Admiral Court* – as was clear, demolition was ongoing at a steady pace.
 - *Car on Steetly Beach* – this has been raised with Officers and told it sits with the Police. He was pushing to get it removed as it was just a target for further ASB.**RESOLVED** – The information was received and noted and Ward Councillor Dodds was thanked for providing the updates in his absence.
- hp25-26153 **Councillors Items for future agenda**
 - Development session ideas
- hp25-26154 **Public Questions:**
4 members of the public were in attendance.

Food events – the possibility of bringing food events/street carousel to the Headland was raised.

RESOLVED Members to discuss at their Development session.

Flags – A member of the public raised that the flags on the entrance to Headland were looking untidy. It was noted that neither Hartlepool Borough Council nor the Parish Council were responsible for removing the flags.

hp25-26155 **Date of the next meeting** was confirmed as Monday, 18th May 2026 at 6.45pm in the Croft Room, Borough Buildings. The Annual Parish Meeting will start at 6.45pm followed by the Annual Meeting of the Council.

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 of contracts; and legal proceedings preparation or advice.

The meeting adjourned at 7.50pm.

CERTIFIED AS A TRUE RECORD

Chair:

Date: