

High Coniscliffe Parish Council Meeting

Wednesday 15th October 2025

18.30 hours

St. Edwin's Church Hall, High Coniscliffe

MINUTES

Attendance

Simon Atkinson
Paul Branch
Ian Calvesbert (Chair)
Anne Llewellyn (Clerk)
Michael Ramsay
Chris Simmonds

Apologies.

Rebecca Knowles
Duncan Laidler

Minutes of last meeting.

Agreed as an accurate record

Matters arising.

Raised on agenda

Correspondence

Anne Llewellyn informed the council that the following correspondence had been received:

- August 2025 - Economic and Cyber Crime - Monthly Threat Update. Noted and no further action needed.
- 2025 Silent Santa Appeal. Noted
- ParkThatBike Project - Free bike racks for Parish Councils. After some discussion it was agreed that this was not something that would benefit the village at the moment.
- Local Green Space Designation - Site Submissions 2025. As part of the Local Plan review, DBC are providing the opportunity for local communities and individuals to submit areas of particular importance to be given additional protection from development. After some discussion it was agreed that the Wellfield and Jonty's Field would meet the criteria and discussions should be held with the Trustees prior to potentially completing a submission. It was also agreed that a meeting between the Wellfield Trustees and Parish Council should be organised to discuss the potential for future joint working relationships.

Finance.

- a. Current balance. £9695.89
- b. Clerk's remuneration. Anne Llewellyn has consulted with County Durham Association of Local Councils (CDALC) re Clerk's remuneration and has developed a job description and remuneration proposal derived from National Pay Scales. Payment for High Coniscliffe Parish Council Clerk will be paid at Band 5 at £12.85 per hour for 3 hours per week, which is commensurate with similar sized parishes. This will be backdated to 1st April 2025. This proposal was unanimously accepted.
- c. Precept. The Precept for 2026/27 needs to be submitted to DBC no later than 2.1.26. After some discussion it was agreed that the sum of £7,850 would be requested. This would match the current year's precept with the addition of the Clerk's remuneration. Anne Llewellyn to respond to DBC.

Business

- a. Website. Anne Llewellyn shared the draft website. It was agreed that 1st impressions were favourable, but the link will be circulated for more detailed feedback.
- b. CDALC Membership. It was agreed that it will be beneficial to be a member of CDALC. Anne Llewellyn to organise.
- c. Update on bus stop refurbishment. Work in progress and will be completed in the next few weeks.
- d. Update on lighting between Church Hall and Lych Gate. It was agreed that this work would be contracted out. Paul Branch and Chris Simmonds to get quotes from electricians and organise this work.
- e. Update on bridge at the bottom of Mill Lane. This work has now been completed.
- f. Carols on the Green. Anne Llewellyn has consulted with the Spotted Dog and there is no clash if we hold this event on Saturday 13th December 2025. Cockerton Band are not available, but Simon Atkinson has contacted Aycliffe & Brancepeth Brass Band, who are available on this date and would do 2 sets of 45 minutes, with a 15-minute break between for a fee of £250.00. It was agreed that it would be more appropriate to hold this event in the Church. Anne Llewellyn to consult with Reverend Deb Robinson.
- g. Litter picking. Unfortunately, this event was postponed. A further date will be organised.
- h. Speed cameras. It was agreed that the speed cameras at each end of the village should be replaced with solar powered cameras and that DBC be contacted to see if we can also install a camera on Ulnaby Lane. Anne Llewellyn to contact DBC and also talk to the Clerk of Merrybent and Low Coniscliffe Parish Council to get details of who installed their cameras.
- i. Summer Fair 2026. Anne Llewellyn has contacted the Spotted Dog and Tennis Club. The proposed date of 20.6.26 does not clash with any other events. Anne Llewellyn will also contact the Wellfield Trustees to ensure that it is OK to hold the event on this date.

Any Other Business.

- a. It was suggested that it would be beneficial to have a dog waste bin at the entrance to the Wellfield instead of the plastic bags. Anne Llewellyn to follow up with DBC.
- b. Signage re dog fouling – there has been no progress. Anne Llewellyn to follow up.
- c. Gravel on church path. Ian Calvesbert to contact Martin Nicholson to progress this.

Date and Time of Next Meeting

Neither the Chair nor the Clerk are available for the November meeting which is proposed for 19.11.25. An alternative date will be agreed and circulated.

Signed:  pp Ian Calvesbert