

**BRANDON & BYSHOTTLES PARISH COUNCIL**  
**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD IN**  
**THE COUNCIL CHAMBERS, 6, GOATBECK TERRACE,**  
**LANGLEY MOOR, DURHAM, DH7 8JJ**  
**ON FRIDAY 20<sup>th</sup> JUNE 2025 AT 6.30 PM**

**Present:**

Councillor J Jamieson (Chair)

Councillors P A Askill, D Bell, A Bonner, DM Bregazzi, J S Burt, J C Chapman, L Clegg, P A B Elmer, J Grantham, D Hindmarsh, J E Hirst, S Leckenby, D Rowland, E H Simpson, F D Simpson, C J Smith, P Stoddart, J A Turnbull, M Wall

**ALSO PRESENT:** Mrs C Dixon (Clerk), Mrs S Cash (Assistant Clerk) and 4 members of the public.

**32. Apologies for Absence**

Apologies for absence were received from Councillor J Hughes

**RESOLVED:** to **APPROVE** the apologies.

**33. Declarations of Interest & Requests for Dispensations**

Declarations of interest were received from the following:

Item 6 – Councillor J Grantham Brandon Carrside - Committee Member;

Item 6 – Councillor S Leckenby - Brandon Carrside - Committee Member;

Item 6 – Councillor J Turnbull - Brandon Carrside - Committee Member.

Item 9d – Councillor D Hindmarch – Committee Member

Item 9d – Councillor D Bell – Committee Member

Item 9e – Councillor J Jamieson – Committee Member

Item 9g – Councillor D Rowland – Committee Member

**RESOLVED:** to **RECEIVE** the declarations of interest.

**34. Public Participation**

There were no representations from the public.

**35. Minutes of the Annual Meeting held on 16<sup>th</sup> May 2025 and the Special Meeting held on 3<sup>rd</sup> June 2025.**

**RESOLVED:** That the minutes of the Annual Meeting held on 16<sup>th</sup> May 2025 and the minutes of the Special Meeting held on the 3<sup>rd</sup> June 2025 be **CONFIRMED** as a correct record and signed by the Chair.

**36. Presentation of Donations**

**RESOLVED:** The Chair presented cheques to St Cuthberts Hospice for £600 and Esh Winning Residents Group for £500.

**37. Brandon Carrside Youth and Community Project**

Council received a written and verbal report from Brandon Carrside Youth and Community Project.

**RESOLVED:** Councillors queried the reference in the report to staffing shortages at Carrside. Councillor S Leckenby provided a verbal explanation outlining the reasons for this. To **RECEIVE** the reports.

### 38. Planning Applications

Planning application lists relevant to the parish between 11<sup>th</sup> May and 1st June 2025 were considered.

#### Week ending 11 May 2025

DM/25/01174/FPA	Dresser Investments Co Ltd	Erection of 4 No. industrial units. Land to the front of Innovation Court, Edwardson Road, Meadowfield Industrial Estate, Meadowfield, DH7 8FA.
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#### Week ending 18 May 2025

There were no planning applications for week ending 25<sup>th</sup> May 2025.

#### Week ending 25 May 2025

There were no planning applications for week ending 25<sup>th</sup> May 2025.

#### Week ending 1 June 2025

DM/25/01364/FPA	Ms Sonia Dabrowiecka	Single storey rear infill extension. 40 Northwood Drive, Browney, Durham, DH7 8LA
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#### Week ending 8 June 2025

There were no planning applications for week ending 8<sup>th</sup> June 2025.

**RESOLVED:** to raise no objection to any of the applications.

### 39. Licensing Application

A licensing application in respect of a new premises licence at

**Applicant:** Aldi Stores Limited

**Premises:** Aldi Store, Mill Road, Langley Moor, Durham, DH7 8HE

**RESOLVED:** to **SUPPORT** the application.

### 40. Donations

Council considered requests for donations:

- a) **Building Better Community partnerships** – Requesting funding towards costs of service.  
**RESOLVED:** That the request be declined due to there being no mention of working in Brandon and Byshottles area and members not being aware of any work carried out in the area.
- b) **Brandon Banner Group**- Requesting funding to take the banner to the Miners gala.  
**RESOLVED:** to **APPROVE** award of £300 from the Central Ward.
- c) **Friends of Addison Park** – Requesting £500 funding towards annual summer event.  
**RESOLVED:** to **APPROVE** award of £250 from the Central Ward and £250 and the South Ward.
- d) **New Brancepeth Banner** – Requesting funding towards the cost of the bus for the Miners Gala.

**RESOLVED:** to **APPROVE** award of £300 from the North Ward.

- e) **Ushaw Moor Action Group** – Requesting funding towards food bas for families.

**RESOLVED:** to **APPROVE** award of £500 from Ushaw Moor Ward.

- f) **Browney Residents Association** – Requesting additional funding for the Browney Banner to be taken to the Miners Gala.

**RESOLVED:** to **APPROVE** a further award of £100 in addition to the £200 granted at the meeting on 16<sup>th</sup> May 2025 from the South Ward.

- g) **New Brancepeth Revellers** – Requesting donation towards help with band costs.

**RESOLVED:** to **APPROVE** award of £500 from the North ward.

- h) **Mayor of Durham (St Cuthberts Hospice)** – Requesting funding towards chosen charity.

**RESOLVED:** to **APPROVE** That a total award of £600 be approved, with £100 allocated from each ward. At this time, the Chair also confirmed that St Cuthbert's Hospice will be his chosen charity.

#### **41. Invoices for Payment**

Authorisation was requested to pay accounts for £10,301.99.

**RESOLVED:** To authorise payment of the accounts amounting to £10,301.99 to be checked and verified by Councillors P Stoddart and J Turnbull.

#### **42. Emergency Plan**

To consider the report regarding an Emergency Plan.

**RESOLVED:** to **DEFER** the proposal of an emergency plan and revisit if necessary at a later date.

#### **43. Business Cards / Councillor Photo ID Cards**

To consider the report.

**RESOLVED:** To **APPROVE** the use of photographic ID cards for staff and business cards for Councillors. These cards will follow a standardised format, and an accompanying policy will be established to govern their use.

#### **44. Remembrance Sunday**

To confirm dates for ordering wreaths and poppies.

**RESOLVED:** Each ward is to inform the Clerk of the number of wreaths required and the amount of poppies. The Clerk will also liaise with the Community Highways Worker to confirm related arrangements.

#### **45. NAC Conference**

To consider delegates for attendance.

**RESOLVED:** to **APPROVE** Councillors S Leckenby, D Bell and D Bregazzi for attendance at the conference.

#### **46. Training Sessions**

Members were informed of upcoming training sessions being offered by the National Association of Councillors (NAC) and the County Durham Association of Local Councils (CDALC).

**RESOLVED:** There is no requirement for Councillors to attend the CDALC meeting, as the information is already being covered in the July NAC sessions.

**47. Open Spaces Society AGM**

To consider delegates for attendance.

**RESOLVED:** That Councillors J Burt and C J Smith be approved to attend the meeting via Microsoft Teams, subject to there being no cost.

**48. Standing Order Review**

Members considered the revised Standing Orders, incorporating the amendments agreed at the meeting held on 16th May 2025.

**RESOLVED:** That the amended Standing Orders be approved and adopted.

**49. Calendar of Meetings 2025/26**

**RESOLVED** to **APPROVE** the calendar of meetings for the allotment committee and the finance committee 2025/26.

**50. WW1 Plaque**

Council considered the clerks report.

**RESOLVED:** To offer the plaque to St Andrew's Church for display, subject to it being cleaned and placed in a protective casing. Quotes for the necessary work will be obtained, and the Parish will cover the associated costs.

**51. Cleaning Contract**

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, ss 100 and 102, the press and public be excluded from the meeting during discussion of the following item(s) due to the confidential nature of the business to be transacted.

The Chair adjusted the order of the agenda by moving this item to the end of the Agenda, and to conduct the discussion in a closed session, excluding public participation. The clerks report was then considered.

**RESOLVED:** To **APPROVE** the proposal.

**52. Energy Survey and Review of Council Building** – to consider the report presented by Councillor Chapman.

**RESOLVED:** No report was provided as Councillor J Chapman was unable to obtain any information in time for the meeting. He will try to obtain necessary information for the next meeting.

**53. Availability of Durham County Council reports for Parish Council Meetings** – to consider the report presented by Councillor E Simpson.

**RESOLVED:** To contact the County Councillors requesting attendance at the meeting or provide a report on behalf of all County Councillors. The Council requested that a report is given by Councillor P Elmer.

The meeting closed at 7.13 pm

Signed .....

Date .....