



Brandon & Byshottles Parish Council

Mrs C Dixon
Clerk to the Council

*Council Offices
6 Goatbeck Terrace
Langley Moor
County Durham
DH7 8JJ
Tel: 0191 3789947
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9th April 2026

Dear Councillor,

You are hereby summoned to attend the Meeting of the Parish Council which will be held in the Council Chambers, 6 Goatbeck Terrace, Langley Moor, Durham, DH7 8JJ, on Friday 17th April 2026, at 6.30pm

Mrs Claire Dixon
Clerk to the Council

AGENDA

- 249. Apologies for Absence** – to consider for approval.
- 250. Declarations of interest and requests for dispensations** – to consider any declarations by councillors in accordance with the Localism Act 2011 or the Council’s Code of Conduct for approval.
- 251. Public Participation** – to receive any questions or representations from members of the public.
- 252. Minutes of the previous meeting** – to consider for approval the minutes of the Meeting held on 20th March 2026.
- 253. Q&A with Cllr Nicola Lyons**
- 254. Donation requests:**
- a. **Esh Winning Residents Association** – Request for funding towards annual fun day
 - b. **Esh Winning Residents Association** – request for funding towards the purchase of large poppies for Remembrance Day.
 - c. **Browney Residents Association** – Request for funding towards a fence art day at the Fair Exchange Community Garden.
- 255. Invoices for Payment** – To consider invoices for approval.
- 256. Planning Applications** – To consider any response to applications received between 13th March and 10th April 2026.
- 257. Carrside** – To note the report.
- 258. Allotment Meeting Minutes** - To receive the minutes of the Allotment Committee held on 25th November 2025, 27th January, 24th February 2026.
- 259. Finance Meeting Minutes** - To receive the minutes of the Finance Committee held on 10th December 2025.
- 260. Amendments to Licensing Application – Premier Supermarket 4 Sawmills Lane, Brandon, DH7 8BJ** – to consider a response.
- 261. North East Anti Racism Coalition** - to consider supporting the North-East Anti Racism Coalition by signing the “Become the Bridge” pledge and committing to take meaningful action to challenge racism within the Parish.
- 262. Past Chairman Board** – to consider the report.

263. Ward Budget - Brandon Carrside Youth & Community Project Toilet Refurbishment – to consider the report.

BRANDON & BYSHOTTLES PARISH COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL HELD IN
THE COUNCIL CHAMBERS, 6, GOATBECK TERRACE,
LANGLEY MOOR, DURHAM, DH7 8JJ
ON FRIDAY 20th MARCH 2026, AT 6.30 PM

Present:

Councillor J Jamieson (Chair)

Councillors, D Bell, J S Burt, J C Chapman, P A B Elmer, J Grantham, J E Hirst, D Rowland, S Leckenby, E H Simpson, F D Simpson, C J Smith, P Stoddart, J A Turnbull, and M Wilson.

ALSO PRESENT: Mrs C Dixon (Clerk), Mrs S Cash (Assistant Clerk), and 2 members of the public.

A minute's silence was observed in memory of Cynthia Wilkinson.

216. Apologies for Absence

Apologies received from Cllr P Askill, Cllr A Bonner, Cllr D Hindmarch, Cllr M Wall
 There were no apologies received from Cllr D Bregazzi.

RESOLVED: To **RECEIVE** the apologies.

217. Declarations of Interest & Requests for Dispensations

Declarations of interest were received from the following:

Item 204 - Cllr J Grantham Brandon Carrside - Committee Member.

Item 204 - Cllr S Leckenby - Brandon Carrside - Committee Member.

Item 204 - Cllr J Turnbull - Brandon Carrside - Committee Member.

Item 233 – Cllr J Turnbull – Friends of Langley Moor – Committee Member

Item 233 – Cllr John Chapman – Friends of Langley Moor – Committee Member

Item 233 – Cllr John Hirst – Friends of Langley Moor – Committee Member

Item 233 – Cllr P Elmer – Friends of Langley Moor – Committee Member

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

218. Public Participation

RESOLVED: There was **NO** public participation.

219. Minutes of the Meeting held on 20th February 2026.

RESOLVED: The minutes of the Meeting held on 20th February 2026 were **CONFIRMED** as a correct record and signed by the Chair.

220. Donations to be presented

a) **Durham Hospitals Radio**

221. Ushaw College Woodland Management Plan

Guest speaker Ady Davis, Head Gardener at Ushaw College gave a verbal update regarding the Woodland Management Plan.

RESOLVED: To **NOTE** the information.

222. Invoices for Payment

Authorisation was requested to pay accounts for £10,622.24.

RESOLVED: To **APPROVE** payment of the accounts amounting to £10,622.24. The accounts to be checked and verified by two councillors before payment.

223. Bank Transfer

To approve a bank transfer of funds from CCLA to the current account.

RESOLVED: To **APPROVE** the transfer of £10,000.

224. Planning Applications

Week ending 27 February 2026

DM/26/00022/FPA, Mr Jonathan Bell, Retention of garden structures. Honey Pot Cottage, Newhouse Road, Esh Winning, Durham, DH7 9LG

Cllr D Simpson informed the meeting that this property is not within the Parish Council boundary. Cllr D Simpson raised concerns regarding the size of the building. Should Councillors have any objections they can object as a member of the public.

RESOLVED: To **NOTE** the information.

Week ending 13 March 2026

DM/26/00390/FPA, Pragmatic Semiconductors, New sprinkler tank, pump house, store and associated works. Pragmatic Semiconductor Limited, St Johns Road, Meadowfield Industrial Estate, Meadowfield, Durham, DH7 8RJ

RESOLVED: It was **NOTED** that no objections were raised to the application.

225. Carrside

The written report was received.

RESOLVED: To **NOTE** the report.

226. Browney Residents Association

To consider the request to use Browney Village Green for an event called the 'Browney Bash'.

RESOLVED: To **APPROVE** the request.

227. Browney Residents Association

To consider the request from Browney Residents Association to paint the front of the Community Garden fence.

RESOLVED: To **APPROVE** the request.

228. Internal Audit Report

To consider the internal audit report.

RESOLVED: To **APPROVE** the report and the actions taken.

229. Review of the Effectiveness of Internal Controls

To review the effectiveness of the internal controls for 2025/26.

RESOLVED: To **APPROVE** the Review of the Effectiveness of Internal Controls 2025/26.

230. Risk Management Review 2025/26

To review the strategic and financial risk management for 2025/26.

RESOLVED: To **APPROVE** the strategic and financial risk management for 2025/26.

231. Anti-Fraud and Corruption Policy

To consider the policy.

RESOLVED: To **APPROVE** the policy.

232. Publication Scheme

To consider the report.

RESOLVED: To **APPROVE** the report and the updated Publication Scheme.

233. Goat's Beck Bridge

The report was considered, and concerns were raised that the current Community Highways Worker is not qualified to carry out inspections of the bridge. Members also queried why the Parish Council had been asked to take responsibility for the bridge, noting that it should remain the responsibility of Durham County Council as it is located on their land.

RESOLVED: To **RESCIND** motion 172. To **APPROVE** the Clerk to arrange a meeting/site visit with Durham County Council and Members to discuss this matter further.

234. Brancepeth Neighbourhood Plan

To consider the report.

RESOLVED: To **NOTE** the report and to **SUPPORT** Brancepeth Parish Council.

235. Planning Consultation Land to the North East of Brandon United Football Club

To consider a response to the amendments.

RESOLVED: To **APPROVE** to support the amendments.

236. Draft Order Sawmills Lane/Lowland Road

To consider a response.

RESOLVED: To **NOTE** the order and that members do not wish to provide respond.

237. New Premises Licence Meadowfield and District Social Club

To consider a response.

RESOLVED: Members approve and do not wish to respond.

238. 106 Monies Application

Discussion took place and members supported the application.

RESOLVED: To **APPROVE** and **SUPPORT** the section 106 funding application.

239. TRO's Langley Moor, Meadowfield, Brandon and Browney

Discussion took place and Cllr Turnbull raised concerns with the yellow lines at Browney Village Green and the length of the lines proposed at Midhill Close.

RESOLVED: To **NOTE** the TRO'S.

240. Letter of support Brandon Village TRO

To consider the letter of support.

RESOLVED: To **APPROVE** the letter of support.

241. Parish Paths application for funding

To consider the funding application.

RESOLVED: To **APPROVE** the funding application. No amendments were made.

242. School Art Competition

To approve a theme and arrangements for the competition.

RESOLVED: To **APPROVE** the theme of 'My Village'. Chairman Cllr J Jamieson to discuss further details with the Clerk.

243. Annual Parish Meeting

To consider a date for the Annual Parish Meeting.

RESOLVED: To **APPROVE** Monday 18th May 2026, 7pm, New Brancepeth Village Hall.

244. Friends of the North East War Memorials

To consider a response.

RESOLVED: To **APPROVE** the council to become a Friend of the North East Memorials Project and to provide a donation of £30 from Community Support.

245. Exclusion of the press and public

RESOLVED: To **APPROVE** Exclusion of the press and public.

246. Community Highways Worker

The Clerk provided Members with an update regarding the Community Highways Worker role and the appointment of the new employee.

RESOLVED: To **APPROVE** a letter of thanks from Members to be sent to the previous Community Highways Worker.

247. Grounds Maintenance

Members discussed the ground’s maintenance tenders received.

RESOLVED: To **APPROVE** the tender received from DK Horticulture at a cost of £33,414.84 per annum until March 2029, subject to satisfactory performance within the first year.

248. Grass Cutting

Members discussed the grass cutting tenders received.

RESOLVED: To **APPROVE** the tender received from DK Horticulture. Members advised that they still require areas to continue receiving the cut and collect service instead of the cut and mulch service. Refer to Appendix A.

The meeting closed at 19.41 PM

Signed

Date

APPENDIX A

Grass Cutting						
Site	Cut and Collect	Cut and Mulch	Timeframe	Cost (PM)	TOTAL	Notes
Hamilton Row, Allotments, Waterhouses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monthly	£40	£240	
Recreation Ground, Waterhouses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fortnightly	£80	£960	carrying out additional work specified in tender
Brandon Road inc. Rear Aged Miners Homes, Esh Winning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fortnightly	£90	£1,080	carrying out additional work specified in tender
Path at Rear Durham Road Allotment Site	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monthly	£20	£240	
New Brancepeth Village Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£50	£600	carrying out additional work specified in tender
Opposite The Bay Horse and War Memorial, Brandon Village	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£87.50	£1,050.00	carrying out additional work specified in tender
Brandon Community Centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£87.50	£1,050.00	carrying out additional work specified in tender
Carrside Youth Club, Brandon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£50.00	£600.00	carrying out additional work specified in tender
St Andrews Methodist Church, Brandon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£87.50	£1,050.00	carrying out additional work specified in tender
Village Green, Browney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fortnightly	£112.50	£1,350.00	carrying out additional work specified in tender
Path at Alder Parks, Allotments, Brandon	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Monthly	£40.00	£240.00	

TOTAL**£8,460**

Info - Brandon and Byshottles Parish Council

From:
Sent: 01 April 2026 10:21
To: Clerk
Subject: Funding

This email originated from outside of Brandon and Byshottles Parish Council. Please be vigilant.

Dear Claire

Re. Esh Winning Residents' Association Annual Fun Day

Esh Winning Residents' Assoc. will be holding their annual 'Sunday Funday' on Sunday 5th July and would welcome support from our Parish Council, as in the past. We have been most grateful previously for the £500 usually donated which has helped to put on a special day for the whole village with rides, experiences, ice-creams and refreshments etc. all offered free to residents. This year, with costs continuing to rise sharply, we should be very grateful if the Parish Council would continue to support our efforts on behalf of the community. The Fun Day costs more than £10,000 for which we have to carry out much fundraising to cover costs.

I will send a second email with the 12 month accounts and bank statement in a separate email. Please let me know if you don't receive it and I will resend

Thank you

Best regards

*Linda Mather
Secretary
EWRA*

Info - Brandon and Byshottles Parish Council

From: Clerk
Subject: FW: Large Poppies

Dear Claire

Re. Large Poppies for Remembrance Day

On the request of several residents, we are hoping to decorate the village with poppies for the Remembrance period. This will be a new venture for the Association. We estimate the cost of decorating along the main streets to be in excess of £250. We shall of course take every care when we take down the poppies to keep them intact for future use. If the Parish Council could help us to provide these for the village, for the first time, we should value that contribution.

Thank you.

Best regards

Linda Mather (Secretary EWRA).

Info - Brandon and Byshottles Parish Council

Subject: FW: Request for Funding

Morning

I'm writing to kindly ask if we could be considered for a financial contribution towards a fence art day to be held in the Fair Exchange Community Garden please?

We aim to hold a fence art day on a week day in the school holidays at the end of May where we have local mural artist Lewis Hobbs come along and do a design session on the morning with local children, to come with a design for the front facing fence of the garden.

On the afternoon this will be painted onto the fence as well as other art e.g. flowers and vegetables will be painted onto the raised beds inside the garden by the children.

Please do not hesitate to contact me if you have any further questions.

Regards

Joanne
Secretary
Browney Residents Association

AGENDA ITEM 255

Payee	Date	Description	Payment Method	Amount	Credit	Date taken to Council	Decision	Invoice/e vidence in folder
Arbor Timber	19/03/2026	Timber Broompark Allots	CARD	£ 71.03		PAID CARD	PAID	
Brandon Carrside	01/03/2026	Wages	BACS	£ 4,870.90				
CDALC	26/03/2026	Subscription charge	BACS	£ 3,503.18				
DU Clean	02/02/2026	Parish Clean	BACS	£ 182.40				
DU Clean	02/03/2026	Parish Clean	BACS	£ 159.60				
Durham County Council	23/03/2026	By Election	BACS	£ 7,181.74				
Durham County Council	23/03/2026	C H Worker	BACS	£ 29,113.84				
Durham County Council	23/03/2026	Floral Displays	BACS	£ 31,300.04				
E On Next	01/04/2026	Xmas tree Ushaw Moor	DD	£ 16.61				
E On Next	01/04/2026	Electric xmas tree Langley Moor	DD	£ 16.63				
E On Next	01/04/2026	Electric xmas tree Esh Winning	DD	£ 16.46				
E On Next	02/04/2026	Electric xmas tree Co-Op Tce	DD	£ 18.56				
HMRC	27/03/2026	06 Feb - 05 Mar	BACS	£ 950.17			PAID	
John Grantham	27/03/2026	Conference travel expenses	BACS	£ 83.80				
LGRC	20/03/2026	Consultancy	BACS	£ 2,026.62				
NALC	25/03/2026	Conference	BACS	£ 1,674.00				
Northumberland Council	24/04/2026	Civic Function	BACS	£ 10.00				
O2 April	08/04/2026	Parish Mobile	DD	£ 45.00				
O2 March	08/03/2026	Parish Mobile	DD	£ 43.20				
Open Spaces Society	01/05/2026	Renewal	BACS	£ 45.00				
Pension	27/03/2026	Pension Contributions	BACS	£ 946.39			PAID	
Post Office	26/03/2026	Allotment rent postage	CARD	£ 217.50			PAID	
Rialtis	01/04/2026	Annual Support and maintenance	BACS	£ 722.40				
Salaries	31/03/2026	Salaries	BACS	£ 3,009.52			PAID	
Screw Fix Broompark Play ar	17/03/2026	Petty Cash	CASH	£ 23.97			PAID	
Shine & Reach	08/04/2026	Furniture delivery and removal	BACS	£ 300.00				
Sunderland Council	27/04/2026	Civic function	BACS	£ 50.00				
Total Energies	01/04/2026	Parish - Gas	DD	£ 155.32				
UMAG	08/04/2026	Poo bags hire hall	BACS	£ 22.00				
Vision ICT	06/04/2026	Domain renewal	BACS	£ 30.00				
Window Clean	09/03/2026	Petty Cash	CASH	£ 5.00			PAID	
Koncia Minola	09/04/2026	Photocopier 07/04/2026 - 06/07/2026	BACS	£ 100.48				
DK Horticulture	09/04/2026	Floral displays and Grass Cutting	BACS	£ 3,618.58				
TOTAL				£ 81,124.55				

BRANDON & BYSHOTTLES PARISH COUNCIL
PLANNING APPLICATION

Week ending 20 March 2026

DM/26/00638/VOC	Mr and Mrs Rochford	Variation of Condition 2 (Approved Plans) pursuant to planning permission DM/23/01899/FPA to extend single storey extension to north, reposition garage to east and install bifold doors, insert additional window on west elevation and make alterations to internal layout.
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Week ending 27 March 2026

DM/26/00682/FPA	Mr and Mrs Stobart	Construction of access road, field shelters and polytunnel (retrospective). Land to the south of Black Horse Inn, 1 Hamilton Row, Waterhouses, DH7 9AU
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Week ending 3 April 2026

DM/26/00689/VOC	Mr Stephen Pears	Variation of condition 2 pursuant to planning permission DM/23/02834/FPA to alter windows, glazed entrance and single storey addition to rear and to install additional solar panels on main roof
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Week Ending 9th April 2026

DM/26/00223/FPA	Harrison & Harrison Organ Builders Harrison And Harrison St Johns Road Meadowfield Industrial Estate Meadowfield Durham DH7 8YH	Siting of 4 No. shipping containers (2 No. existing containers to be replaced) on extended hard surfaced/tarmac area
DM/26/00361/FPA	Mrs Tracey Anne Pears Browney Allotments Browney Lane Browney Durham DH7 8HT	Erection of 1 no. dwelling and garage
DM/26/00850/AD	ALDI Stores Ltd Land South Of 110 High Street South Langley Moor DH7 8EX	Internally Illuminated free standing sign
DM/26/00771/VOC	Mr Philip Chambers 1 Foresters Cottages Hamilton Row Waterhouses Durham DH7 9AX	Variation of Conditions 2 & 3 pursuant to planning permission DM/24/01358/FPA

DM/26/00886/FPA Quality + Care Solutions Ltd
T/A NextGen Residential Home
3 George Street
Esh Winning
Durham
DH7 9PF

Planning application for the proposed change of use of 3 George Street, Esh Winning, County Durham, from a single dwellinghouse (Use Class C3) to a small-scale children's residential home (Use Class C2), accommodating a maximum of two children.

BRANDON & BYSHOTTLES PARISH COUNCIL

**MINUTES OF THE ALLOTMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON TUESDAY 25TH NOVEMBER 2025, AT 10.00 AM**

Present

Councillor D Bell (in the Chair)
Councillors J Jamieson, D Bregazzi, J Grantham

ALSO PRESENT: S Shippen, C Dixon, Clerk to the Council and S Cash, Assistant Clerk to the Council.

113. APOLOGIES FOR ABSENCE

Apologies received from Councillor J Turnbull, Councillor P Elmer and Councillor M Wall

114. DECLARATIONS OF INTEREST

There were no declarations of interest.

115. PUBLIC PARTICIPATION

No public participation.

116. MINUTES OF THE PREVIOUS MEETING

To consider for approval the minutes of the meeting held on 21st October 2025.

RESOLVED: Members agreed minutes.

117. FINANCE/BUDGET UPDATE

S Shippen provided a budget update. S Shippen explained she has broken down the allotment budget into allotment sites. S Shippen proposed to Members to increase the allotment rent from £46 per annum to £60 per annum, commencing 2027/2028. This increase cannot come into effect any sooner as tenants have been informed of the 2026/2027 rent increase which will be increased from £42 per annum to £46. S Shippen suggested that the Parish Council change rental year from February to April and tenants would be given two months free.

S Shippen also proposed to Members that they make cuts to skip provision and pest control. Cllr J Jamieson proposed that the skip costs to come from ward budgets, this is something to take to full Council meeting.

S Shippen advised Members that in future it will be beneficial for Members to look into gaining capital funding to make improvements to the maintenance of the allotments.

118. LOW BROWNEY PLOTS 43 & 44

Tenant was informed of the outcome of the meeting held on 21st October 2025, where by Members did not approve of having livestock or new structures on the plot.

The reason for this is due to the fact the tenant has so far failed to adhere to the action plan they provided us on 5th September 2025.

The tenant was notified of this decision and since then has written a formal complaint to which the Clerk has responded.

RESOLVED: Members agreed to ask the tenant for another action plan and give the tenant 30 days to adhere to it.

119. COCKHOUSE LANE

S Cash has recently let out one plot on site, working on the letting the others out as seen.

One tenant is not satisfied that we have not cut the hedge on the top path or dealt with the strip of land that is Parish Council's which is overgrown and not part of the allotments

Tenant informed us they have been in touch with DCC regarding the hedge as they feel it is causing a lamp post to lean.

RESOLVED: Members discussed and agreed to obtain quotes to reduce the hedge in height and ensure it is cut back from the path and the lamp post.

120. LANGLEY GROVE

Wire mesh and post fence erected by our Community Highways Worker. Cllr's and residents are not satisfied with the workmanship of the fence. Obtained three quotes from contractors to bring the fence up to standard. Members to agree a contractor.

RESOLVED: Members awarded job to contractor Robert Chappell.

121. FOLDS CLOSE

03/11/25 email received alerting us that the tap on site was constantly leaking, water was turned off same day.

RESOLVED: Plumber replaced tap and fixed leak on 04/11/25

122. ALDER PARK

Tenant request for a skip, last skip provided to this site was September 2024.

RESOLVED: Given the cost of skips and the current budget, Members have agreed for S Cash to meet the tenant who has requested the skip on site and assess the rubbish to go into the skip and if it warrants a skip load.

123. STATION AVENUE - SKIP

Tenant request for a skip, last skip provided to this site was April 2024.

RESOLVED: Given the cost of skips and the current budget, Members have agreed for S Cash to meet the tenant who has requested the skip on site and assess the rubbish to go into the skip and if it warrants a skip load.

124. STATION AVENUE

Update – all plots are now occupied.

125. BLACK ROAD

Update – all plots are now occupied.

126. ANY MATTERS RELATING TO THE ALLOTMENTS A MEMBER WISHES TO DISCUSS

High Browney – tenant of plot number 6 requested permission for one greenhouse either 6 foot x 3.5 foot or 6 foot x 6 foot.

RESOLVED: Members agreed.

Meeting concluded 11.05am

Signed

Date

BRANDON & BYSHOTTLES PARISH COUNCIL

**MINUTES OF THE ALLOTMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON TUESDAY 27TH JANUARY 2026, AT 10.00 AM**

Present

Councillor D Bell (in the Chair)

Councillors J Jamieson, D Bregazzi, J Grantham, P Elmer, M Wall

ALSO PRESENT: S Shippen, C Dixon, Clerk to the Council and S Cash, Assistant Clerk to the Council.

127. APOLOGIES FOR ABSENCE

Apologies received from Councillor J Turnbull.

128. DECLARATIONS OF INTEREST

There were no declarations of interest.

129. PUBLIC PARTICIPATION

No public participation.

130. MINUTES OF THE PREVIOUS MEETING

To consider for approval the minutes of the meeting held on 25th November 2025.

RESOLVED: Members agreed minutes.

131. FINANCE/BUDGET UPDATE

Printed update provided to Members by Sam Shippen, for information.

132. LOW BROWNEY PLOTS 43 & 44

Following the decision in November's meeting where by Members asked the tenant to provide an action plan – The tenant did provide this.

RESOLVED: Members felt that the action plan was unrealistic and that the tenant mentioned that they would adhere to certain actions providing they are in a financial position to do so. Given this information, members decided that they would set an action plan which was more realistic and included

cultivation of the land rather than building structures as tenant would like to do.

133. COCKHOUSE LANE

Hedges that were blocking light to a tenants green house have now been reduced in height. However DCC were unavailable to carry out the work on the hedges adjacent to South View, Ushaw Moor. We have therefore obtained 4 external quotes to carry out this work.

RESOLVED: Members discussed quotes and agreed DK Horticulture.

134. LANGLEY GROVE

Contractor, Robert Chappell was awarded the job to bring the fence up to a good standard.

RESOLVED: Fence work completed to a good standard. Photo provided to Members for information.

135. RENT 2026

The letter regarding rent payment was provided to members for approval and discussion.

RESOLVED: Members agreed. Letter will be sent to tenants mid-March 2026.

136. PEST CONTROL

Black Road is currently running on a month by month basis. Members discussed if this site requires pest control given that no livestock are present and we do not receive complaints regarding rats from tenants.

Commercial Street pest control contract ends 31/01/26, discuss renewal.

RESOLVED: Members agreed not to renew pest control contract at Black Road.

Members agreed the need to renew the pest control contract at Commercial Street as there are a lot of livestock here and the presence of rats.

137. ALDER PARK

Tenant request for a skip, Given the cost of skips and the current budget, Members have agreed for S Cash to meet the tenant who has requested the skip on site and assess the rubbish to go into the skip and if it warrants a skip load.

RESOLVED: S Cash assessed the rubbish on this site and agreed for Kevin Gavaghan (CHW) to remove. Kevin obtained the help of DCC and rubbish was removed.

138. STATION AVENUE - SKIP

Tenant request for a skip, given the cost of skips and the current budget, Members agreed for S Cash to meet the tenant who has requested the skip on site and assess the rubbish to go into the skip and if it warrants a skip load.

RESOLVED: S Cash replied to tenants request for a skip and offered to meet to assess rubbish, no reply from tenant.

139. STATION AVENUE

Update – all plots are now occupied.

140. BURST PIPES UPDATE

Reports of burst pipes at Black Road, Low Browney and Commercial Street.

RESOLVED: Pipes were repaired. Members agreed that in future and during cold weather Kevin Gavaghan would turn water off from the mains.

141. ANY MATTERS RELATING TO THE ALLOTMENTS A MEMBER WISHES TO DISCUSS

S Cash mentioned for information that we have a leaking tap at Langley Grove.

RESOLVED: Tap was turned off at the mains and a repair will be arranged. Members agreed.

Meeting concluded 10.22am

Signed

Date

BRANDON & BYSHOTTLES PARISH COUNCIL

**MINUTES OF THE ALLOTMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON TUESDAY 24TH FEBRUARY 2026, AT 10.00 AM**

Present

Councillor D Bell (in the Chair)
Councillors J Jamieson, M Wall, F Bonner

ALSO PRESENT: S Cash, Assistant Clerk to the Council.

142. APOLOGIES FOR ABSENCE

Apologies received from Councillor J Turnbull, Councillor P Elmer and Councillor D Bregazzi.

143. DECLARATIONS OF INTEREST

There were no declarations of interest.

144. PUBLIC PARTICIPATION

No public participation.

145. MINUTES OF THE PREVIOUS MEETING

To consider for approval the minutes of the meeting held on 27th January 2025.

RESOLVED: Members agreed minutes.

146. FINANCE/BUDGET UPDATE

Printed update provided to Members by Sam Shippen, for information.

147. LOW BROWNEY PLOTS 43 & 44

An action plan from the Clerk was given to the tenant to which they agreed to.

RESOLVED: Plots will be inspected end of March.

148. COCKHOUSE LANE

After pictures provided to Members regarding the hedges adjacent to South View, Ushaw Moor.

RESOLVED: Members and residents approved the work and the area looks a lot better.

149. HAMILTON ROW

8a. Flooding issues at Hamilton Row allotments are ongoing, Councillors updated the meeting on historic information regarding the trench that was dug in the nearby field. Tenant of a plot has emailed a video of the water flooding through his plot.

RESOLVED: Councillor M Wall to attend site with S Cash to establish the state of the two vacant plots on this site, with a view to tenant swapping allotments.

8b. Broken boundary fence on plot two – fence has been broken since February 2025. Members to consider quotes to repair.

RESOLVED: Robert Chappell awarded the fence repair job.

150. HIGH MEADOWFIELD – PLOT 6

Broken boundary fence. A section of the fence to be repaired and a section requires a new fence. Members to consider quotes to repair.

RESOLVED: Robert Chappell awarded the job.

151. ALDER PARK ALLOTMENTS

Tenants requested a small, temporary poly tunnel to be placed onto their plot. Members to consider request.

RESOLVED: Members did not agree to this request as this site is open plan with no structures permitted.

152. HIGH BROWNEY – PLOT 6

Tenant informed us that the plot he rents is flooding. Tenant asked what they would be permitted to do within the plot to prevent flooding.

RESOLVED: Members suggested S Cash and ward Councillor visit the plot to establish what could be done.

Update – all plots are now occupied.

153. ANY MATTERS RELATING TO THE ALLOTMENTS A MEMBER WISHES TO DISCUSS

S Cash mentioned the Pest Control Contract for High Browney had arrived. Members to decide if this will be renewed for another year.

RESOLVED: Given that this site has livestock Members agreed to renew this contract.

Meeting concluded 10.22am

Signed

Date

BRANDON & BYSHOTTLES PARISH COUNCIL
MINUTES OF THE FINANCE MEETING OF THE COUNCIL HELD IN
THE COUNCIL CHAMBERS, 6, GOATBECK TERRACE,
LANGLEY MOOR, DURHAM, DH7 8JJ
ON WEDNESDAY 10th DECEMBER 2025 AT 7 PM

Present:

Councillor S Leckenby (Chair)

Councillors D Bell, A Bonner, P A B Elmer, J Jamieson, J S Burt and J A Turnbull

ALSO PRESENT: Mrs C Dixon (Clerk), Mrs S Shippen (LGRC consultant)

1. Apologies for Absence

Apologies for absence were received from Councillor M Wilson.

RESOLVED: to **RECEIVE** the apologies.

2. Declarations of Interest & Requests for Dispensations

RESOLVED: Declarations of interest were received from the following:

Cllr S Leckenby - Brandon Carrside - Committee Member;

Cllr J Turnbull - Brandon Carrside - Committee Member

3. Public Participation

There were no representations from the public.

4. Minutes of the Meeting held on 10th September 2025.

RESOLVED: That the minutes of the Meeting held on 10th September 2025 were

CONFIRMED as a correct record and signed by the Chair.

5. Income & Expenditure to 31st October 2025

RESOLVED: To **RECEIVE** the report, with no comments raised.

6. Bank Reconciliation July – October 2025

RESOLVED: To **RECEIVE** the report and to note that Cllr J Burt be appointed to verify the bank reconciliation documents. If Cllr Burt is unable to attend, then Cllr Elmer will attend.

7. Draft Budget 2026/27

RESOLVED: To **APPROVE** the revised budget and the recalculated ward budgets for **2025/26** and **2026/27**, and to **RECOMMEND** that the draft budget be submitted to Full Council for approval.

The meeting closed at 7.55 pm

Signed

Date

Info - Brandon and Byshottles Parish Council

From: Clerk
Subject: FW: Minor Variation Application Received - Application Type - Application for a Minor Variation

From: Kelly Linsley <Kelly.Linsley@durham.gov.uk>
Sent: 01 April 2026 12:51
Subject: Minor Variation Application Received - Application Type - Application for a Minor Variation

FOR MEMBERS AND TOWN/PARISH COUNCIL INFORMATION

Application Type - Application for a Minor Variation
Applicant: Mr Tharmarajah Srikantharajah
Premises: Premier Supermarket, 4 Sawmills Lane, Brandon, Durham, DH7 8BJ

Proposed variation – To remove the condition A Personal Licence Holder will be on the premises at all times licensable activities are taking place.

Date of Application – 1st April 2026 Last date for comments – 17th April 2026

If you require further details in relation to this application, this information will be available to view on the Council's website within the next 5 working days via the following link:

<http://www.durham.gov.uk/article/2136/Licensing-Act-2003-applications>

Please note the last date for representations

Please note my normal working hours are Monday - Friday 7.30am to 3pm

Kelly Linsley
Licensing Officer
Community Protection Service
Neighbourhood and Environment.
Durham County Council
Annand House
Meadowfield
Durham
DH7 8RS

E-mail: Kelly.linsley@durham.gov.uk
General E-Mail licensing@durham.gov.uk

NORTH-EAST ANTIRACISM COALITION

“Challenging racism can be difficult for organisations and may sometimes feel divisive. Getting involved and pledging can help your organisation by (a) creating a safe space alongside peer organisations on the same journey, (b) offering support for all residents and workers; and (c) ultimately furthering you on your own journey to becoming an inclusive parish. One that not only supports our residents and those working in the parish, but whose parish organisational effectiveness is not at risk of being undermined by racism”.

Further Information has been circulated to councillors via email.

Cllr J Chapman

Past Chairman Board – Sign Writing

Purpose of Report

To seek approval to update the Chairman's board located in the Parish Council offices to include the names of past Chairmen.

Background

The Chairman's board in the Parish Council offices is currently incomplete and does not reflect all past office holders. Updating the board will ensure that it provides an accurate historical record and appropriately recognises those who have served as Chairman.

Quotations

Three quotations have been obtained for the required works.

- Paul Richards Sign Writing
- Rodger Signs
- Michael Gray Signs

Full details of the quotations and costs are available for Members' consideration.

Recommendation

Members are asked to consider the quotations received and approve the updating of the Chairman's board and agree the preferred supplier.

Claire Dixon
Clerk to the Council



Traditional Signwriting Specialist

Client Name:
Brandon & Byshottles Parish Council

Quotation Reference:
PRS2604

Property Address:
6 Goatbeck Terrace
Langley Moor
County Durham
DH7 8JJ

Date: 18th March 2026

Valid Until: 30 Days

Dear Sarah,

Thank you for your enquiry regarding the addition of the two names and dates to the honours board.

Please find my quotation outlined below:

Scope of Work

- Design and layout of a new two names and dates to match existing lettering.
- Thorough cleaning and preparation of the panel
- Hand lettering of the new names in signwriting enamel to match existing text.

All work will be carried out on site using traditional signwriting techniques to ensure a high-quality, durable finish.

Total Cost: £225.00

(This price includes design, labour, materials.)

Payment Terms

Payment will be due upon completion of the work.

Tel: 07464 789943

Email: info@paulrichardsignwriter.co.uk www.paulrichardsignwriter.co.uk



Traditional Signwriting Specialist

Please note that this quotation assumes clear and safe access to the panel at the time of work.

Should you have any questions or wish to discuss the design further, please do not hesitate to get in touch.

Many Thanks

Paul

Paul Richard Signwriter
07464 789943
info@paulrichardsignwriter.co.uk

Info - Brandon and Byshottles Parish Council

From: Rodger Signs <info@rodgersigns.com>
Sent: 19 March 2026 12:44
To: Admin
Subject: Re: Parish Board
Attachments: image003.png

This email originated from outside of Brandon and Byshottles Parish Council. Please be vigilant.

Hi Sarah

Many thanks for your valued enquiry regarding the update of your boards

The price to letter the board would be £140-00p

Payment on completion

Cheers

Eddie

eddie rodger

www.rodgersigns.com

0796 6846752

Info - Brandon and Byshottles Parish Council

From: MICHAEL GRAY <michaelgraysigns@hotmail.com>
Sent: 18 March 2026 19:57
To: Admin
Subject: Re: Enquiry

This email originated from outside of Brandon and Byshottles Parish Council. Please be vigilant.

sarah

Thanks for your email requesting a quote for signwriting

Because of the distance I would have to travel the quote would be £90

This includes a total distance of 100 miles plus one hour on site

The job itself is relatively simple but the distance I would have to travel may make it outside your budget

Let me know either way

Regards

Michael Gray

07860486660

Carrside Toilet Refurbishment

Purpose of Report

To update Members on the Carrside toilet refurbishment project and seek a decision regarding the Parish Council's financial contribution.

Background

At its meeting held on 21 February, under the item *Ward Budget – Brandon Carrside Youth & Community Project Toilet Refurbishment*, Councillor B Nelson introduced a proposal for a contribution of up to £15,000 towards refurbishment works. The proposal outlined the creation of three unisex self-contained units, an integrated communal basin, and additional storage.

It was:

RESOLVED: *that a contribution of up to £15,000 towards toilet refurbishment, to be met from the ward budgets of Brandon and Meadowfield & Browney, be approved.*

This approval was made on the understanding that a detailed plan of the proposed works would be submitted to the Council prior to works commencing.

Update

No plan was submitted following this resolution, and it has been subsequently noted that works have already commenced.

The Clerk contacted Carrside to advise formal approval had not been met in accordance with the Council's expectations however, a plan has now been submitted for Members' consideration.

Carrside has requested that the Parish Council contribute 50% of the total project costs.

Financial Information

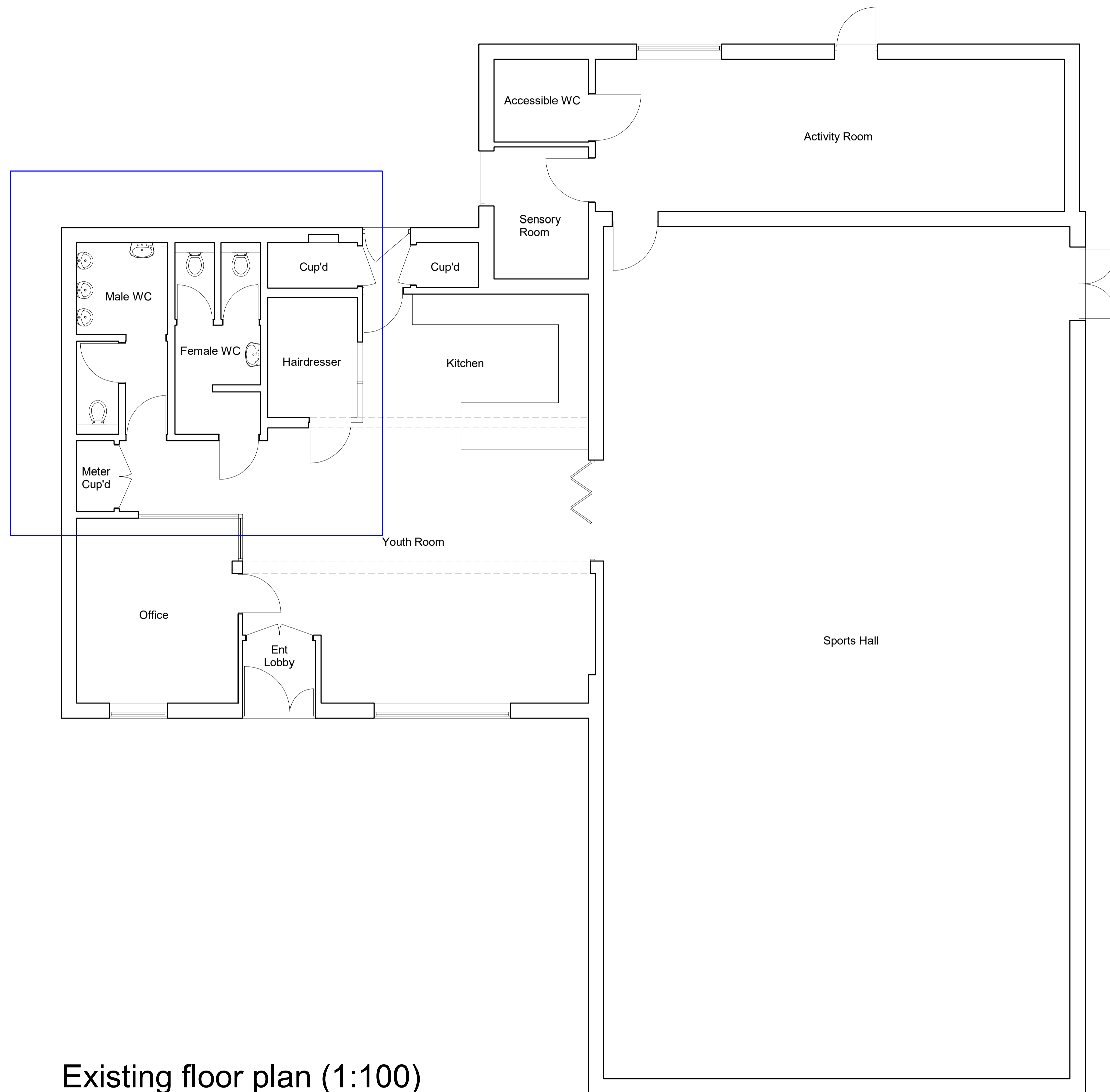
Carrside has confirmed that they have accepted a quotation from CAT in the sum of £13,900.

Recommendation


Members are asked to consider the information provided and determine whether to:

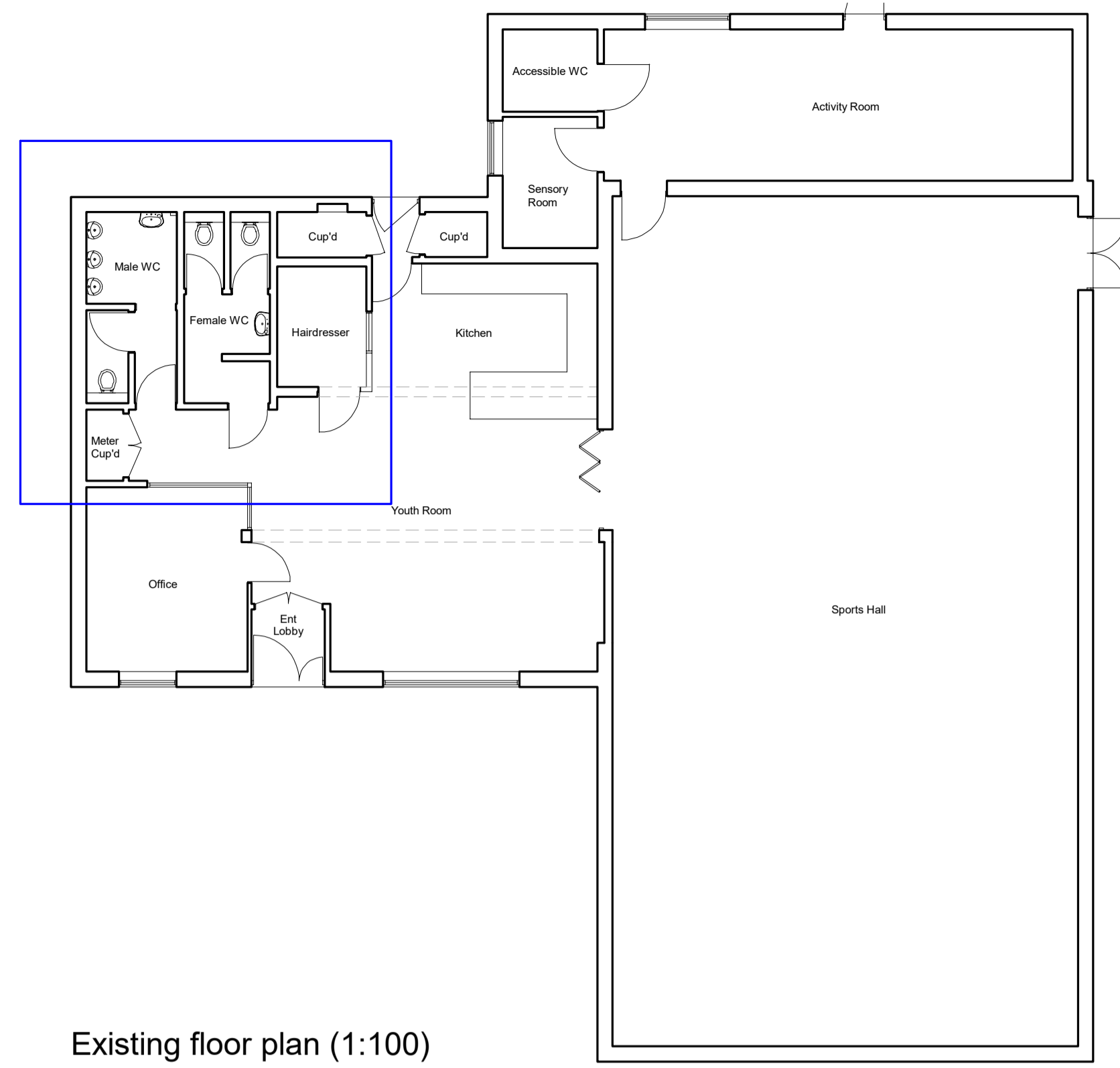
Approve a financial contribution towards the Carrside toilet refurbishment project from Brandon and Meadowfield & Browney ward budgets and agree the amount to be paid.

Claire Dixon
Clerk to the Council



Existing floor plan (1:100)

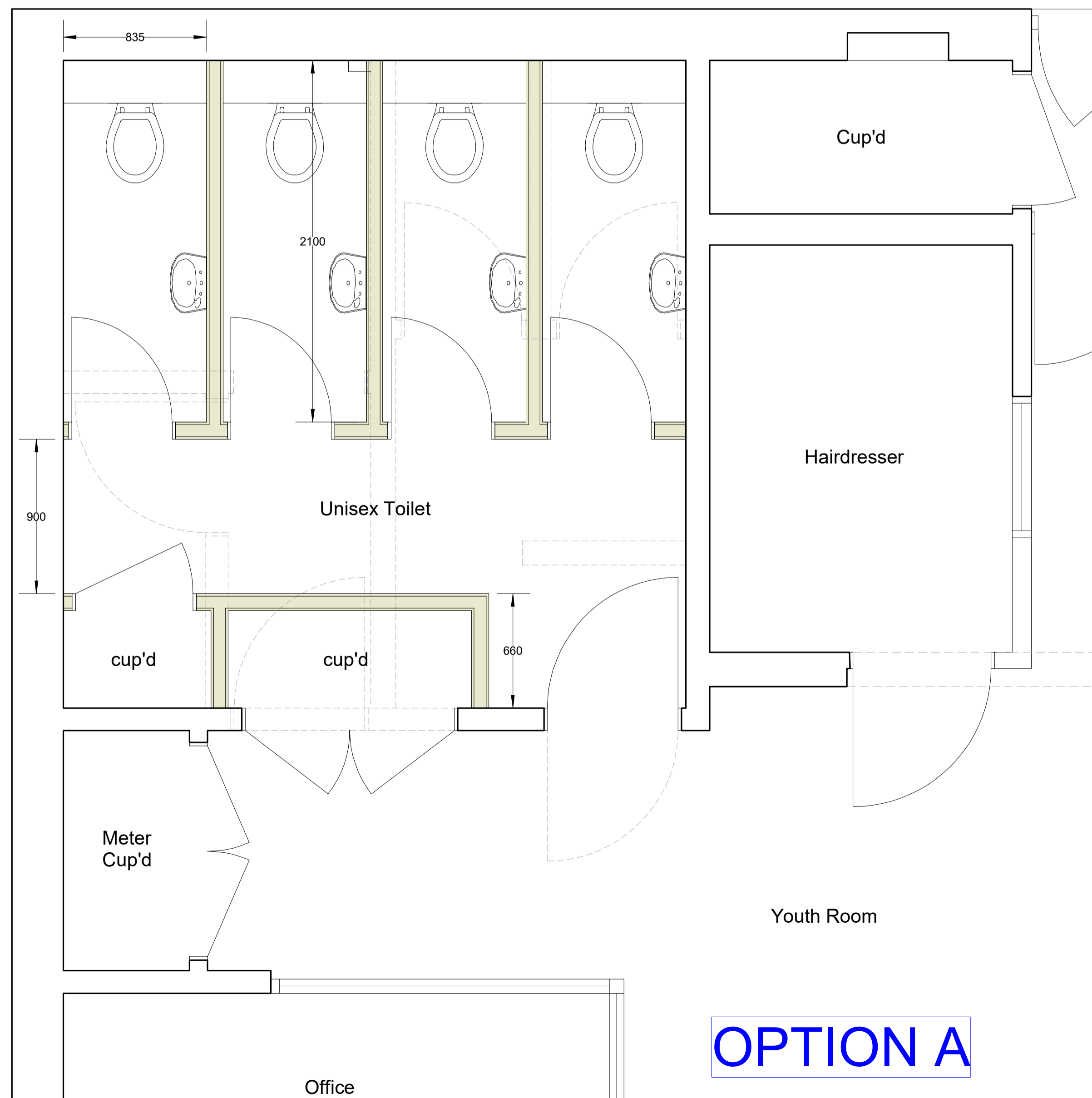
Rev No.	Date	Details
 SH Architectural Design		
<small>Tel: 07989 679217 Email: sharchdesign@hotmail.com</small>		
Project 1 Broadviews, Great Lumley, Chester-le-Street, Durham DH3 4HL		
EXISTING PLANS, ELEVATION & SECTION		
Scale 1:50 @ A1	Date Jan 2023	
DRAFT ISSUE		
DRAWING NO. 22/BV-01		



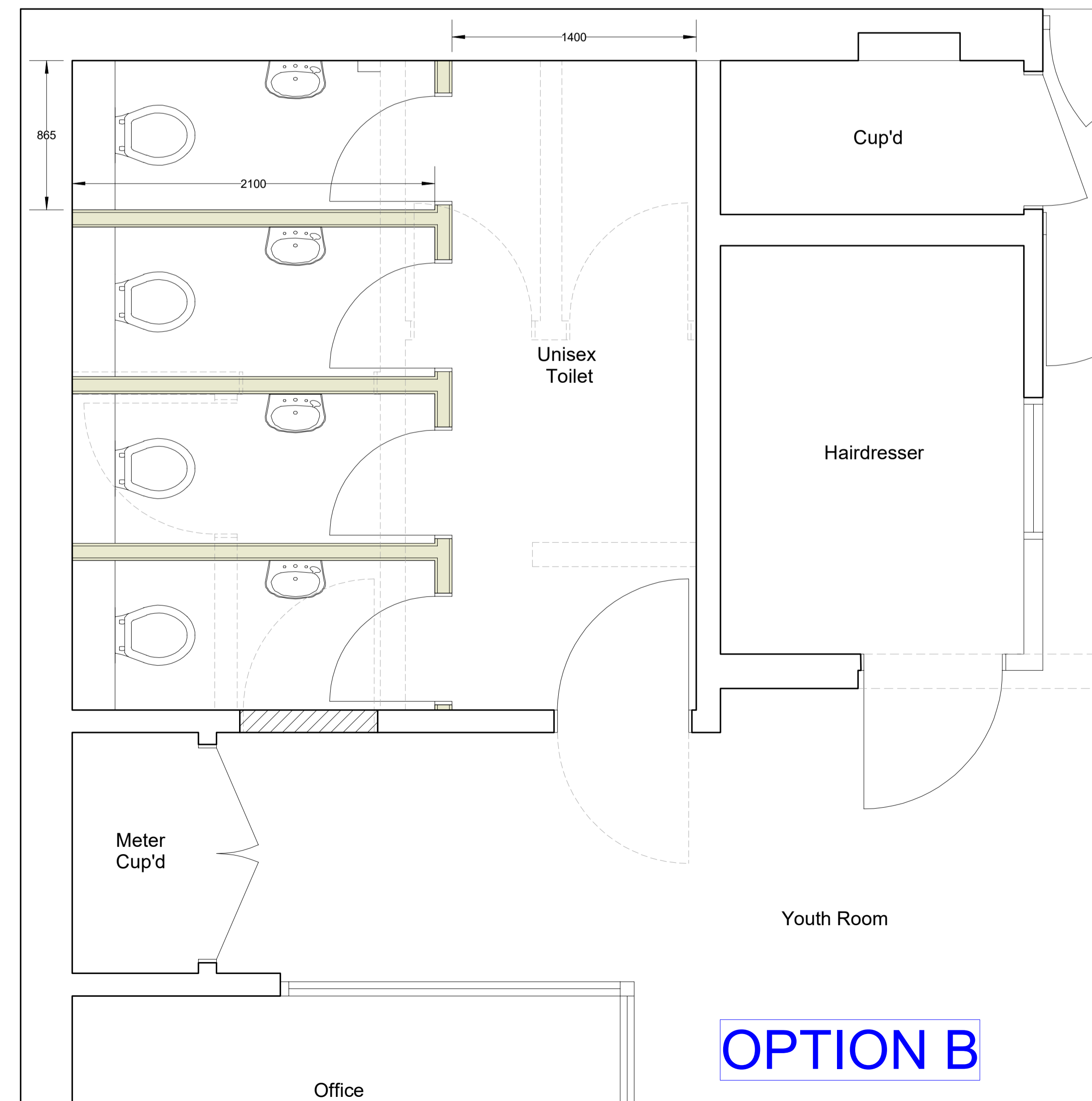
Existing floor plan (1:100)



Location Plan - 1:1250



OPTION A



OPTION B

Rev No.	Date	Details
SH Architectural Design Tel: 07989 679217 Email: sharchdesign@hotmail.com		
Project Brandon and District Youth & Community Project Carr Avenue, Brandon, DH7 8QG		
EXISTING & PROPOSED PLANS		
Scale 1:20 @ A1 (unless shown)		Date Mar 2023
DRAFT ISSUE		
DRAWING NO. 22/BV-01		