



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
info@brandonandbyshottlesparishcouncil.gov.uk

11th September 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 18th September 2026, at 6.30pm

Mrs Claire Dixon
Clerk to the Council

AGENDA

- 80. Apologies for Absence** – to consider for approval.
- 81. 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.
- 82. Minutes of the previous meetings**– to consider for approval the minutes of the meeting held on 17th July and 24th July 2026 (attached).
- 83. Minutes of the Allotment meeting**– to note the minutes of the meeting held on 14th July 2026 (attached).
- 84. Minutes of the Finance meeting** – to note the minutes of the meeting held on 11th June 2026. (attached).
- 85. Public Participation** – to receive any questions or representations from members of the public.
- 86. Presentation of Donations** – Chair to present donations to:
 - a. Waterhouses Community Association** – £500 towards improving the fire escape at Waterhouses Village Hall.
 - b. Friends of Addison Park** – £700 towards the annual fun day.
- 87. Donations** (attached)
 - a. The Browney Club** – a request for funding towards the annual Halloween party.
 - b. Building Better Community Partnerships** – a request for funding for purchasing baby consumables and toiletries.
 - c. Ushaw Moor Cricket Club** – a request for funding towards the annual firework display.
- 88. The Flass Inn and Band** – to consider payment of £150 for the Flass Inn towards refreshments for the Christmas Tree light switch on event and £50 payment for the band.
- 89. Brandon Carrside** – to consider report (attached).

- 90. Planning Applications** – to consider any response to applications received between 26th June - 9th September 2026 (attached).
- 91. Licensing Application** – to note the application (attached).
- 92. Invoices for payment** – to note the invoices paid in August and to consider invoices for approval (attached).
- 93. Bank Transfer** – to approve transfer of funds from CCLA to current account.
- 94. Removal of Signatories and Authorised Users** – to consider the report (attached).
- 95. Register of Delegated Decisions** - to note the delegated decisions (attached).
- 96. Christmas Donations Policy and Grant Form** – to consider the Policy and Grant Form (attached).
- 97. Christmas Donations List 2026** – to consider the donations list for 2026 (attached).
- 98. Floral Tubs and Displays contract** – to consider the report (attached).
- 99. North East Anti Racism Coalition** – to consider attendees to the research launch event (attached).
- 100. NAC Conference and AGM 26th September 2026** - to consider the report (attached).
- 101. Code of Conduct for Members** – to consider the approval of the Code of Conduct (attached).
- 102. Remembrance Sunday** – to consider arrangements for Remembrance Sunday services and wreath-laying and confirm the number of wreaths to be purchased.
- 103. Burgess and Hyder Dental Practice** – to consider a motion from Cllr M Wilson to approve the attached draft letter and authorise its submission to the MP (attached).
- 104. CDALC Training** – to consider attendees to training courses (attached).
- 105. Ward Budgets Review** - to consider report (attached).
- 106. National Joint Council Pay Award 2026–2027** – to consider the report (attached).
- 107. Local Networks** – to consider the information (attached).
- 108. Proposal for Dr Claire Ogah's Talk** – to consider the motion from Cllr J Chapman (attached).

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 17th JULY 2026, AT 6.30 PM

Present:

Councillor S Leckenby (Chair)

Councillors P Askeil, D Bell, A Bonner, F Bonner, D Bregazzi, J S Burt, J C Chapman, J Grantham, D Hindmarch, J E Hirst, J Jamieson, D Rowland, E H Simpson, F D Simpson, C J Smith, P Stoddart, J A Turnbull, M Wall and M Wilson.

ALSO PRESENT: Mrs C Dixon (Clerk), Mrs S Cash (Assistant Clerk) and 15 members of the public

59. Apologies for Absence

Apologies received from Councillor P Elmer.

RESOLVED: To **NOTE** the apologies.

60. Declarations of Interest & Requests for Dispensations

Declarations of interest were received from the following:

Item 66 - Cllr J Grantham Brandon Carrside - Committee Member.

Item 66- Cllr S Leckenby - Brandon Carrside - Committee Member.

Item 66 - Cllr J Turnbull - Brandon Carrside - Committee Member.

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

61. Minutes of the previous meeting held on 19th June 2026.

RESOLVED: The minutes of the meeting held on 19th June 2026 were **CONFIRMED** as a correct record and signed by the Chair.

62. Public Participation – to receive any questions or representations from members of the public.

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

63. Presentation of Trophies to Schools Art Competition Winners

RESOLVED: Trophies awarded to the children for first place:

Edie Laws – Langley Moor Primary School

Olivia Yates – Langley Moor Primary School

Freya Graham – Langley Moor Primary School

James Stock – Langley Moor Primary School

Louie Rushforth – Brandon Primary School

64. Presentation of Donations

- a. **Mayor's Charities** – The Chair presented a cheque for £600 towards Mayor's chosen charities, St Cuthberts Hospice and Point North.
- b. **Brownley Residents Association** – the Chair presented a cheque for £300 towards costs associated with taking the banner to the Miners Gala.

65. Donations

a. Waterhouses Community Association

RESOLVED: To **APPROVE** a donation of £500 from Esh Winning ward budget for improvements to the fire escape at Waterhouses Village Hall.

b. Building Better Community Partnership

RESOLVED: To **REQUEST** that the group completes an application form with further details of work carried out due to the group being based out of Parish boundary.

c. Friends of Addison Park

RESOLVED: To **APPROVE** a donation of £700, being £250 from Brandon ward budget, £250 from Meadowfield ward budget and £200 from Langley Moor ward budget.

66. Brandon Carrside

RESOLVED: to **NOTE** that there was no report received.

67. Planning Applications

DM/26/01379/FPA, 27A High Street North, Langley Moor, Durham, DH7 8JG
Replacement of existing timber shop front with new slimline UPVC shopfront.

DM/26/01213/CEU, 19 Fredrick Street South, Meadowfield, Durham, DH7 8LZ
Certificate of lawfulness for use of the property as an operational seven-bedroom house in multiple occupation (with a license for 10 tenants, large HMO Sui Generis)

DM/26/01424/RM, Blenmere Homes Limited, Brandon & Meadowfield Royal British Legion Club, Back John Street North, Meadowfield, Durham, DH7 8RT
Reserved matters application (access, appearance, landscaping, layout and scale) for the erection of 9no. dwellings and associated infrastructure pursuant to planning permission DM/23/02660/OUT

DM26/01537/FPA, 15 Lexington Court, Brandon, Durham, DH7 8UD, Two storey side extension

DM/26/00742/FPA, Esh Winning Pharmacy, 1 Newhouse Road, Esh Winning, Durham, DH7 9JU
Replace existing extension

DM/26/01454/AD, Durham Academy, Bracken Court, Ushaw Moor, Durham, DH7 7NG
Advertisement consent for building mounted signage comprising of Halo illuminated built up lettering reading Durham Academy, with Durham in brushed stainless steel and Academy and associated logo element in powder coated aluminium with LED trough lighting positioned above the logo only. Non illuminated, powder coated aluminium shaped logo elements. Non illuminated, built up brushed stainless-steel lettering.

DM/26/01277/FPA, J & J Property, Land to the west of Scouts House Farm, Rock Terrace, New Brancepeth, DH7 7ES, Residential development comprising of 8no. dwellings with associated access and landscaping.

DM/26/01569/FPA, Northumbrian Water Ltd, Land southeast of Winchester Drive, Brandon, Durham, DH7 8UG
Retention of access track and hardstanding area including associated boundary treatments.

RESOLVED: to **REJECT** 19 Fredrick Street South, Meadowfield on the grounds that the application was unclear as to it operating legally. To **REQUEST** further information relating to this application.

68. Invoices for payment

Authorisation was requested to pay accounts for £18,765.60 and additional list of £2,037.08.

RESOLVED: To authorise payment of the accounts amounting to £20,802.68 to be checked and verified by two Councillors. The Clerk was delegated to make payment of necessary invoices during August when the Council is in recess.

69. Bank Transfer

RESOLVED: To **APPROVE** the request of £47,000 being transferred to cover payments during July and August.

70. NALC Standing Order Review

To consider a response.

RESOLVED: to **APPROVE** the Clerk to provide a response.

71. Notice of Motion – Business Forum

Submitted by Councillor J Hirst.

RESOLVED: To **REQUEST** that Lisa Wall attend a meeting with members so further information can be obtained.

72. Notice of Motion – Ponderosa

Submitted by Cllr J Hirst

RESOLVED: To **WITHDRAW** the motion.

73. Electricity Renewal Festive Lights, Ushaw Moor

RESOLVED: To **WITHDRAW** the motion

74. Section 106 Money

To consider commencing an application for funding towards Waterhouses Play Area.

RESOLVED: to **APPROVE** Councillors to commence an application with the help of members of the public and The Local Network.

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The meeting closed at 19.05 PM

Signed

Date

BRANDON & BYSHOTTLES PARISH COUNCIL
MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL HELD IN
THE COUNCIL CHAMBERS, 6, GOATBECK TERRACE,
LANGLEY MOOR, DURHAM, DH7 8JJ
ON FRIDAY 24th JULY 2026, AT 6.30 PM

Present:

Councillor S Leckenby (Chair)

Councillors, D Bell, A Bonner, F Bonner, D Bregazzi, J S Burt, J Grantham, D Hindmarch, J Jamieson, D Rowland, E H Simpson, C J Smith, P Stoddart, J A Turnbull, M Wall and M Wilson.

ALSO PRESENT: Mrs C Dixon (Clerk) Mrs S Cash (Assistant Clerk)

75. Apologies for Absence

Apologies received from Councillors P Askill, J C Chapman, J E Hirst, P Elmer, F D Simpson.

RESOLVED: To **NOTE** the apologies.

76. Declarations of Interest & Requests for Dispensations

Declarations of interest were received from the following:

RESOLVED: To **NOTE** there were no declarations of interest.

77. Public Participation – to receive any questions or representations from members of the public.

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

78. County Durham Plan Scoping Consultation

RESOLVED: That authority be **DELEGATED** to the Clerk to prepare and submit the Council's response to the County Durham Plan Scoping Consultation, in consultation with a working group established by the Council to assist in developing the response.

79. Representation of the Parish Council

RESOLVED: That the Clerk send correspondence to remind all Members of the requirement to seek appropriate Council approval before undertaking any works or actions on behalf of the Council

The meeting closed at 18.59 PM

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 14 JULY 2026, AT 10.00 AM

PRESENT

Councillor D Bell (Chair)

Councillors J Jamieson, D Bregazzi, J Turnbull

ALSO PRESENT: C Dixon (Clerk to the Council) and 2 members of the public

1. Apologies For Absence

RESOLVED: Apologies received from Cllr P Elmer and Sarah Cash (assistant Clerk).
There were no apologies received from Cllr Wall.

2. Declarations Of Interest

RESOLVED: There were no declarations of interest.

3. Public Participation

Two members of the public discussed plot 58 at High Meadowfield and informed members that the plot was in a worse condition than what was first thought. The plot holder has broken her arm and is struggling to carry out work and there is a lot of rubbish which was buried under vegetation.

RESOLVED: Members advised that the Assistant Clerk would see if Community Service would be able to provide some help with clearing the plot.

4. Minutes Of the Previous Meeting

To consider for approval the minutes of the meeting held on 21st April 2026.

RESOLVED: Members **APPROVED** the minutes and they were signed by the Chair.

5. Low Browney

Update provided to members regarding the completion of the work at the grazing land 25, 28 and 29.

RESOLVED: Members **NOTED** the information.

6. High Browney

Plot 1 – request for tap nearer to plot.

RESOLVED: to determine if the plot has water storage and to obtain costs to see if it is affordable for a tap to be located further down the allotment lane.

Plot 6A – discussed replacement of the boundary fence.

RESOLVED: **APPROVED** the Community Highways Worker to carry out the erection of a new fence and to purchase the materials at a cost of £316.81.

7. Black Road

Plot 17- request for a poly tunnel approx. 2m x 3m.

RESOLVED: Members **APPROVED**, subject to the approval of Cllr Elmer.

8. Folds Close

Plot 5 – request for erection of cage to cover crops.

RESOLVED: Members **APPROVED**, subject to appropriate materials being used.

9. Site Inspections

Discussion took place about site inspections.

RESOLVED: to **APPROVE** the Assistant Clerk to arrange site inspections with members of the Council and the Community Highways Worker and to send out dates.

10. Langley Grove

Request for skip.

RESOLVED: Members **APPROVED** the skip, subject to approval by Cllr Elmer.

11. Fires

Discussion took place regarding fires on allotment plots.

RESOLVED: to **APPROVE** the assistant clerk to put notices on the noticeboards at each site and to email plot holders providing information as to the number of fires plot holders can have, and to advise them not to light fires during the hot, dry weather.

12. High Meadowfield

Plot 58 – discussed the plot being in an unsuitable condition and the plot holder requiring help. They have also requested a skip.

RESOLVED: To **APPROVE** that the Assistant Clerk contact the Community Services to see if they are able to offer any help with clearing the plot. A skip will be looked at later once the plot is cleared.

13. Subletting at Empire Field

Complaint received regarding sub-letting of plots was discussed.

RESOLVED: To request that the plot holder meet with the member when the inspection is held to find out further information.

14. Durham Road

Discussion regarding the renewal of the pest control contract.

RESOLVED: Members considered the contract and requested that Cllr Wall provide his opinion and make the decision on the contract.

15. Any Matters Relating to the Allotments a Member Wishes to Discuss

Commercial Street allotments were discussed, and it was brought to members attention that complaints had been received regarding their being cockerels on a couple of the plots.

RESOLVED: Members **APPROVED** that for this to be investigated when the inspections take place.

Meeting concluded 10.37 am

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 11th JUNE 2026 AT 10.30 AM

Present:

Councillor J S Burt (Vice Chair)

Councillors D Bell, Cllrs A Bonner, J Jamieson, C J Smith, J A Turnbull and M Wilson.

ALSO PRESENT: Mrs C Dixon (Clerk), Sam Shippen (LGRC consultant) and 1 Member of the Public

1. Apologies for Absence

Apologies for absence were received from Councillors S Leckenby (Chair).

RESOLVED: to **RECEIVE** the apologies.

2. Declarations of Interest & Requests for Dispensations

RESOLVED: To **NOTE** there were no declarations received.

3. Public Participation

RESOLVED: There were no representations from the public.

4. Minutes of the Meeting held on 11th March 2026.

RESOLVED: That the minutes of the Meeting held on 11th March 2026 were

CONFIRMED as a correct record and signed by the Chair.

5. Income & Expenditure to 31st March 2026

RESOLVED: To **RECEIVE** the report.

6. Bank Reconciliation February – March 2026

RESOLVED: To **RECEIVE** the report and to note that Cllr J Burt be appointed to verify the bank reconciliation documents.

7. Ear Marked Reserves as at 31st March 2026

RESOLVED: To **NOTE** the information.

8. Annual Accounting Statement 2025-26

RESOLVED: To **APPROVE** recommendation to Full Council.

9. Counterfeit Bank Notes

RESOLVED: To **APPROVE** that the Council write off the £20 loss.

The meeting closed at 10.48 am

Signed

Date

Community Grant Application Form



1. Organisation Details

Name of Organisation: BROWNEY CLUB

Address of Organisation: 30 BROWNEY LANE, BROWNEY, CO DURHAM DH78HT

Contact Name: [REDACTED]

Contact Phone Number: [REDACTED]

Email Address: browneysocialclub@gmail.com

Legal Status of Organisation:

- ☐ **Unregistered group**
- ☐ Charity
- ☐ Community Interest Company (CIC)
- ☐ Charitable Incorporated Organisation (CIO)
- ☐ Other: COMMUNITY HUB

If applicable, please include charity number: _____

2. About your Organisation

Please describe what your organisation does, when it was established, and who it supports:

BROWNEY CLUB RUNS ALONGSIDE THE COMMUNITY OFFERING A HUB FOR LOCAL GROUPS,
BROWNEY RESIDENTS ASSOCIATION
FRIENDS OF ADDISON PARK
MAN CLUB

WE OFFER DISCOS AT CHRISTMAS AND HALLOWEEN FOR LOCAL CHILDREN TO ENJOY

3. Project Title: ANNUAL COMMUNITY HALLOWEEN DISCO

What is the funding for? Please describe what you plan to do, including any equipment, services, refurbishment, or activities.

WE WILL USE THE FUNDING MONEY TO HELP PAY FOR:

DISCO

FOOD

HALLOWEEN TREATS

PRIZES

Why is the project needed? Explain the problem or issue your project addresses and how funding will make a difference.

BROWNEY IS A NON PROFIT CLUB AND WE WOULD STRUGGLE TO OFFER COMMUNITY PARTIES WITHOUT GENEROUS DONATIONS.

Who will benefit from the project? Include approximate numbers, age groups and any groups with specific needs.

CHILDREN BABIES TO 12 YEARS

UP TO 40 CHILDREN AND THEIR FAMILIES

If your organisation is in direct supervision of children or vulnerable adults, please confirm that DBS checks and safeguarding procedures are in place. Yes ☐ No ☐

PARENTS WILL STAY WITH THE CHILDREN AT ALL TIMES, THE DISCO IS DBS CHECKED, COMMITTEE MEMBERS ALSO PRESENT MYSELF INCLUDED, I HAVE DBS AND PAEDIATRIC FIRST AID CERTIFIED. THERE WILL BE A RISK ASSESSMENT AND ALL SAFE GUARDING PROCEDURES ARE IN PLACE

4. Funding Request

Total amount requested: £400

Budget Breakdown

Item	Cost (£)
1. DISCO/ENTERTAINER	200
2. FOOD & DRINKS	100
3. HALLOWEEN TREATS/PRIZES	100
4.	
5.	

5. Other Funding

Have you applied for funding elsewhere for this project? Yes ☐ **No** ☒

If yes, please provide details:

6. Measuring Success

How will you know your project has made a difference?

MAKING A DIFFERENCE TO CHILDREN AND THEIR FAMILIES IN OUR LOCAL COMMUNITY TO ATTEND A FREE EVENT MEETING NEW PEOPLE AND GETTING TOGETHER.

7. Declaration

I/we confirm that the information provided in the application form is true and accurate I/we understand that, if successful, funds must only be used for the purposes set out in this application.

Name: C [REDACTED]

Position: C [REDACTED]

Signature: [REDACTED]

Date: 27/08/26

Please send your application to: **Brandon and Byshottles Parish Council, Council Offices, 6 Goatbeck Terrace, Langley Moor, County Durham, DH7 8JJ** or by email to info@brandonandbyshottlesparishcouncil.gov.uk

Community Grant Application Form



1. Organisation Details

PARTNERSHIP.

Name of Organisation: BUILDING BETTER COMMUNITY

Address of Organisation:

65 BUILDING QUARRY CRESCENT, BEARPARK,
CO. DURHAM. DH7 7DR.

Contact Name: [REDACTED]

Contact Phone Number: [REDACTED]

Email Address: bbcpgroup@gmail.com.

Legal Status of Organisation:

- ☒ Unregistered group
☐ Charity
☒ Community Interest Company (CIC)
☐ Charitable Incorporated Organisation (CIO)
☐ Other: _____

If applicable, please include charity number: _____

2. About your Organisation

Please describe what your organisation does, when it was established, and who it supports.

BABY BANK, NURSERY EQUIPMENT, BABY FOOD,
BOTTLES. NAPPIES, TOILETRIES, ADULT
TOILETRIES.

3. Project Title BABY BANK.

What is the funding for? Please describe what you plan to do, including any equipment, services, refurbishment, or activities.

MILK, NAPPIES TOILETRIES, BOTTLES,
NURSERY EQUIPMENT.

Why is the project needed? Explain the problem or issue your project addresses and how funding will make a difference.

PREVENTING CHILD POVERTY, HELPING
FAMILIES WITH ESSENTIAL ITEMS.

Who will benefit from the project? Include approximate numbers, age groups and any groups with specific needs.

APPROX 120 FAMILIES. WE HELPED 120
LOST YEAR AND WE ARE BUSIER.

If your organisation is in direct supervision of children or vulnerable adults, please confirm that DBS checks and safeguarding procedures are in place. Yes ☐ No ☐

4. Funding Request

Total amount requested: £ 500 .

Budget Breakdown

Item	Cost (£)
1. MILK.	273-75
2. NAPPIES	148-50.
3. TOILETRIES	78-00.
4.	
5.	

5. Other Funding

Have you applied for funding elsewhere for this project? Yes ☒ No ☐

if yes, please provide details:

WEST OURLAM, BEAR PARK.

6. Measuring Success

How will you know your project has made a difference?

COMMUNICATIONS.

7. Declaration

I/we confirm that the information provided in the application form is true and accurate I/we understand that, if successful, funds must only be used for the purposes set out in this application.

Name: [REDACTED] Position: [REDACTED]

Signature: [REDACTED] Date: 0-9-2026.

Community Grant Application Form



1. Organisation Details

Name of Organisation: USHAW MOOR CRICKET CLUB

Address of Organisation: HIGHFIELD TERRACE
USHAW MOOR DURHAM DH1 7QF.

Contact Name: [REDACTED] Contact Phone Number: [REDACTED]

Email Address: USHAWMOORCRICKETCLUB@btconnect.com

Legal Status of Organisation:

- ☐ Unregistered group
- ☐ Charity
- ☐ Community Interest Company (CIC)
- ☐ Charitable Incorporated Organisation (CIO)
- ☒ Other: CRICKET CLUB

If applicable, please include charity number: _____

2. About your Organisation

Please describe what your organisation does, when it was established, and who it supports.

WE ARE A LOCAL VILLAGE CRICKET CLUB AND WE HAVE
A MEMBERSHIP OF APPROX. 500. WE HAVE PLAYING
TEAMS OF UNDER 11'S UNDER 15'S UNDER 17'S SENIOR TEAMS
AND WOMENS SOFTBALL CRICKET. WE ALSO HAVE 2 FOOTBALL
TEAMS. WE WERE ESTABLISHED IN 1881

3. Project Title ANNUAL FIREWORK DISPLAY.

What is the funding for? Please describe what you plan to do, including any equipment, services, refurbishment, or activities.

WE INTEND TO BUY FIREWORKS FOR THE
ABOVE EVENT. WHICH WE HOLD ANNUALLY.

Why is the project needed? Explain the problem or issue your project addresses and how funding will make a difference.

WE NEED THIS EVENT AS IT PROVIDES A
DISPLAY FOR THE WHOLE COMMUNITY TO COME
TOGETHER. PEOPLE ATTEND FROM THE 11 VILLAGES
SURROUNDING US AND ENJOY AN EVENING
TOGETHER. THERE ARE VERY FEW OCCASIONS
LIKE THIS IF ANY AND THEY ARE USUALLY EXPENSIVE
WE KEEP OUR CHARGES VERY LOW TO MAKE
THE EVENT AS AFFORDABLE AS POSSIBLE FOR
ALL.

Who will benefit from the project? Include approximate numbers, age groups and any groups with specific needs.

ANNUALLY WE HAVE USUALLY AROUND 500
ATTEND THE EVENT WITH NUMBERS RISING
ANNUALLY THIS INCLUDES CHILDREN & ADULTS
WITH AGES RANGING FROM 2 YRS + UPWARD.

If your organisation is in direct supervision of children or vulnerable adults, please confirm that DBS checks and safeguarding procedures are in place. Yes ☒ No ☐

4. Funding Request

Total amount requested: £ 1000.00

Budget Breakdown

Item	Cost (£)
1. <u>FIREWORKS</u>	<u>1700</u>
2.	
3.	
4.	
5.	

5. Other Funding

Have you applied for funding elsewhere for this project? Yes ☐ No ☒

If yes, please provide details:

/

6. Measuring Success

How will you know your project has made a difference?

7. Declaration

I/we confirm that the information provided in the application form is true and accurate I/we understand that, if successful, funds must only be used for the purposes set out in this application.

Name: [REDACTED] Position: [REDACTED]

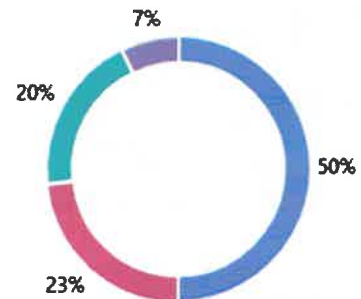
Signature: [REDACTED] Date: [REDACTED]

Summer Programme report 2026

What a great summer we have had this year. Numbers were manageable and we had wait lists for many activities. 56 young people registered for the programme. This does not include 2 new volunteers recruited from Home Group supported lodging scheme in Brandon, and 4 staff aged 18 or under, so 62 contacts over all.

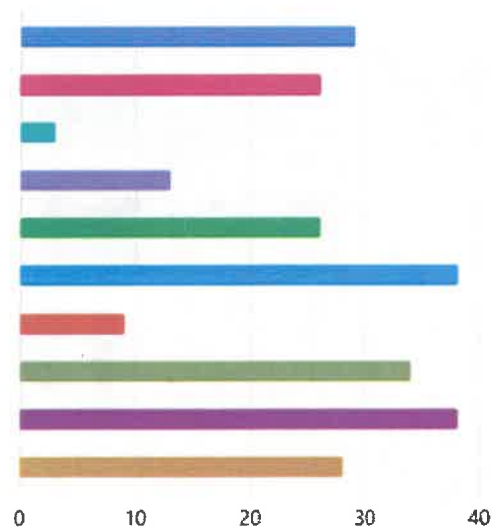
Where the young people came from?

Brandon	28
Ushaw Moor	13
Esh Winning	11
New Brancepeth	4



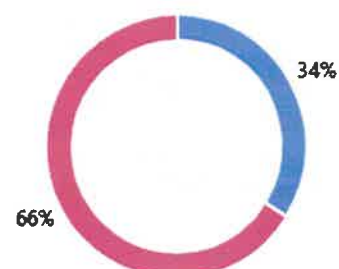
Our programme was varied and offered opportunity for in house and off-site visits.

Activate Metrocentre 22nd July	29
Washington Bowling Alley Friday 24th July	26
Sunderland Aquatic Centre Tuesday 28th July	3
Durham Fringe Festival Friday 31st July	13
Beach activity wednesday 5th August	26
South Shields Fair Friday 7th August	38
Peter Rabbit hunting Wednesday 12th August	9
Ice Skating Friday 14th August	34
Flamingoland Saturday 15th August	38
Other	28



Funding came from 2 pots, part from the Fun and Food DCC scheme and part from the Awards for all grant we received. This enabled us to offer the programme free to all young people not just those on Free school meals.

Yes	19
No	37





Young People's Feedback

Great fun loved every minute I want to do this more often – Go Karting

Lydia said it was really fun on the rides but not the wait time. Caylum said it was good. Dylan said going on sik for the first time!!! Eva said going on rides was best part. Holly M said going on sik was really good. Holly W the thrill of the wait for rides being over. Rylee said everything was so good apart from being sick. Billy said getting on sik when I don't usually do rollercoasters. – Flamingoland

Gonna invest in a surf board, Faced fears, Was fun, I had a really good time, Dived in the waves, Would happily do it again as s trip, Really fun riding the waves and speeding on waves, Good day good food, A good day in the water, Surfing was great, Zooming through water, It was a really good trip – Surfing

Very fun and exciting, enjoyed creating slime with friends, fun time with slime, enjoyed pool, food was good, liked being in charge, sensory room and painting, loved getting hair washed – In house drop in

very confusing but very good, Mind blowing, Exciting and surprising, Unforgettable moments, Unbelievable magical moments, Good time, exciting show, Magic tricks were really cool, Peak show, Really good, Super fun and very entertaining, Extraordinary time – Magician at Gala

Parents Feedback:

Jon Quigley

Brandon Carrside Youth and Community Project you do an absolutely amazing job ,you should have won that award Emily went to a few months ago ,i keep telling anyone who will listen what an amazing experience youth club is ,Emily and her friends have had some absolutely amazing memories trips and experiences ,thank you for providing that with all your hard work you are doing an absolutely amazing job and for only 50p a week honestly thats just unbelievable!

Anna Michelle Bell

Thank you for taking Jay he loved the experience however he did fall asleep on the couch and stayed there all night 🤪🤪

Laura Richards

Fab photos! And a massive thank you Charley has really enjoyed the fun activities youth club have done over the summer holidays keep up the fantastic work you all do with the kids 🍌❤️

Melanie Moody

Dylan loved it but came back a bit defeated with motion sickness 🤢

Liz Dalton-Morris

Love this youth club.. I can let my grand daughter go with them knowing she's safe and looked after while enjoying herself. She's had to miss two of theses days due to things we can not control. Knowing your kids are safe having fun is a huge thing for me. Thank you to all who run this club.



A flavour of the summer in pictures – you can find more on our Facebook page.

We topped the summer off with an excellent offer from Durham Association of Boys and Girls Clubs sailing residential – where we were offered 3 spaces – Eva as a mentor and 2 of our volunteers!

Well that is a wrap folks!! Now let the autumn madness commence.

BRANDON & BYSHOTTLES PARISH COUNCIL

PLANNING APPLICATION

All planning applications are circulated to Members on a weekly basis.

Week ending 3 July 2026

There are no planning applications listed for Brandon and Byshottles Parish Council.

Week ending 10 July 2026

DM/26/01589/TEL
The Sir Bobby Robson Centre
Durham Academy
Bracken Court
Ushaw Moor
Durham
DH7 7NG

WHP Telecoms Ltd

Installation of a telecommunications base station comprising a lattice telecommunications tower and associated ground-based equipment.

Week ending 17 July 2026

DM/26/01753/FPA
Land to the rear of 31A to 33 Lobley Hill Road
Meadowfield
Durham
DH7 8RQ

DM/26/01715/FPA
Land to the South of Cockhouse Lane
Ushaw Moor
Durham
DH7 7PN

Proposed V board stack signage for housing development

Week ending 24 July 2026

DM/26/01794/FPA
Hillcrest, Brandon Lane, Brandon, Durham, DH7 8PS.
Single storey extension, removal of a timber porch and garage, erection of replacement garage and minor change to the driveway onto unclassified road.

DM/26/00692/FPA

Land to the west of 9-10 Ushaw Terrace, Ushaw Moor, Durham, DH7 7PD.

Demolition of two existing garages and their replacement with a detached garage.

DM/26/01588/FPA

Land opposite 1 to 9, South View, Ushaw Moor, Durham, DH7 7PS.

Installation of a new plant solution (including CO2 Packaged Gas Cooler and 3 floor mounted A/C Units)

DM26/01788/FPA

20 Grant Close, Ushaw Moor, Durham, DH7 7PS.

Single storey front extension.

Week ending 31 July 2026

DM/26/01894/FPA

19 Fredrick Street South

Meadowfield

Durham

DH7 8LZ

Change of use from Class C4 (HMO) TO Sui Generis (Large HMO)

Week ending 7 August 2026

There are no planning applications listed for Brandon and Byshottles Parish Council.

Week ending 14 August 2026

DM/26/01920/FPA

17 Ashbrook Close

Brandon

Durham

DH7 8TE

Change of use of an existing freestanding garage within the rear garden to use as a beauty salon.

DM/26/02025/AD

St Lukes Church Hall

Cockhouse Lane

Ushaw Moor

Durham

DH7 7PN

3no. advertising boards and 1no. totem board directing to temporary sales office located in Church Hall.

Week ending 21 August 2026

There are no planning applications listed for Brandon and Byshottles Parish Council.

Week ending 28 August 2026

There are no planning applications listed for Brandon and Byshottles Parish Council.

Week ending 4 September 2026

There are no planning applications listed for Brandon and Byshottles Parish Council.

For information purposes only as date has passed. This was circulated to councillors via email to request comments.

FOR MEMBERS AND TOWN/PARISH COUNCIL INFORMATION

The following application has been received/accepted by Durham County Council.

Application Type - Application for a New Premises Licence

Applicant: Mr Hamid Gahzvinpour Galin Gayeh

Premises: The Pizza Slice 35 High Street South Langley Moor Durham DH7 8JW

Date of Application – 22nd July 2026

Last date for representations – 19th August 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>

August 2026

#NAME?	Date	Description	Payment		Credit
			Method	Amount	
Amazon	28/07/2026	Stationery	CARD	£ 8.81	
Amazon	28/07/2026	Stationery	CARD	£ 10.69	
Brandon Carrside YC	01/07/2026	Wages	Bacs	£ 3,448.76	
British Gas	19/07/2026	Electric Parish	DD	£ 56.08	
DK Horticulture	01/08/2026	Floral displays	Bacs	£ 3,618.58	
DU Clean	06/07/2026	Cleaning parish offices	Bacs	£ 93.60	
Durham County Council	28/07/2026	Esh Winning seat & installation	Bacs	£ 825.00	
Durham County Council	22/07/2026	Inspect and repair cable rider Broompark	Bacs	£ 185.47	
Durham County Council	22/07/2026	Replacement cradle seat Waterhouses	Bacs	£ 141.98	
E On Next	03/08/2026	xmas tree electric, Langley Moor	DD	£ 18.81	
E On Next	04/08/2026	xmas tree electric, Ushaw Moor	DD	£ 18.41	
HMRC	24/07/2026	06 July - 05 Aug	Bacs	£ 896.29	
LGRC	05/08/2026	Consultancy fee	Bacs	£ 2,238.84	
Misty Blooms	06/08/2026	Flowers - S Shippen	Bacs	£ 20.00	
Pension	24/07/2026	Pension Contributions	Bacs	£ 800.57	
Post Office	05/08/2026	postage	CARD	£ 26.55	
Post Office	04/08/2026	Postage	CARD	£ 27.30	
Salaries	24/07/2026	July	Bacs	£ 3,121.88	
Total Energies	03/08/2026	Parish gas	DD	£ 57.17	
Transcendit	21/07/2026	Microsoft 365 Business Standard	Bacs	£ 13.82	
Wave	25/07/2026	Water Langley Grove allots	Bacs	£ 91.18	
Wave	25/07/2026	Water Folds Close allots	Bacs	£ 149.95	
Wave	25/07/2026	Water Parish offices	Bacs	£ 86.54	
Arbor Timber	19/08/2026	Paddock and keys for Black Road allots	CARD	£ 94.10	
South Tyneside Council	04/09/2026	Civic Function	Bacs	£ 40.00	
Peterlee Town Council	08/09/2026	Civic Function	Bacs	£ 44.00	
Sedgefield Town Council	23/10/2026	Civic Function	Bacs	£ 20.00	
Transcendit	17/08/2026	Microsoft 365 Business Standard	Bacs	£ 13.82	
Transcendit	17/08/2026	Microsoft 365 backup	Bacs	£ 118.80	
Misty Blooms	18/08/2026	Flowers - P Elmer	Bacs	£ 20.00	
Edge	13/08/2026	Annual fees, allot IT package	Bacs	£ 698.40	
Arbor Timber	14/08/2026	Cutting of wood for W.Houses bench	CARD	£ 10.00	
Post Office	05/08/2026	Recorded delivery letter CS Allots	CARD	£ 3.80	
LGRC	08/09/2026	Recharge NI - Locum Services	Bacs	£ 264.38	
Essex Graphic Display	07/07/2026	Cheque for presentations	CARD	£ 20.92	
E On Next	03/08/2026	Xmas tree lights New Brancepeth	DD	£ 18.57	
E On Next	03/08/2026	Xmas tree lights Langley Moor	DD	£ 17.64	
E On Next	03/08/2026	Xmas tree lights Esh Winning	DD	£ 17.64	
Wave	02/08/2026	Water Low Meadowfield	Bacs	£ 57.86	
Wave	02/08/2026	Water High Meadowfield	Bacs	£ 42.75	
Wave	02/08/2026	Water Empire Fields	Bacs	£ 24.28	
Wave	02/08/2026	Water Cockhouse Lane	Bacs	£ 140.15	
Wave	02/08/2026	Water High Browney	Bacs	£ 74.66	
Wave	02/08/2026	Water Low Browney	Bacs	£ 145.18	
Wave	02/08/2026	Water Black Road	Bacs	£ 148.56	
Wave	08/08/2026	Water Waterhouses	Bacs	£ 24.28	
Wave	02/08/2026	Water Broompark	Bacs	£ 99.85	
Wave	02/08/2026	Water Durham Road	Bacs	£ 244.29	
Wave	04/08/2026	Water Station Ave			£ 52.98
Wave	04/08/2026	Commercial Street	Bacs	£ 4.12	
		Pre planning advice application - Esh Winning pit			
DCC	21/08/2026	tub	CARD	£ 125.00	
Salaries	31/08/2026	August	Bacs	£ 3,121.88	
HMRC	17/08/2026	06 Aug - 05 Sept	Bacs	£ 896.29	
Pension	17/08/2026	Pension Contributions	Bacs	£ 800.57	
UKOS	29/07/2026	Confidential waste removal (Jan invoice)	Bacs	£ 78.79	
TOTAL				£ 23,386.86	£52.98

Payee	Date	Description	Payment		Credit
			Method	Amount	
Amazon	25/08/2026	Red metal seat paint	CARD	£ 9.99	
Amazon	25/08/2026	Paint brushes	CARD	£ 6.42	
Amazon	25/08/2026	Gold metal seat paint	CARD	£ 4.21	
Arbor Timber	25/08/2026	Wood stain	CARD	£ 17.40	
DCC	10/09/2026	Waterhouses Swing chair	BACS	£ 272.30	
DK Horticulture	30/08/2026	Floral displays	BACS	£ 3,618.58	
DU Clean	26/08/2026	Parish Clean	BACS	£ 93.60	
E On Next	02/09/2026	Xmas light elec UM	DD	£ 19.67	
E On Next	01/09/2026	Xmas light elec M'F	DD	£ 18.78	
E On Next	01/09/2026	EW Xmas lights	DD	£ 18.23	
E On Next	01/09/2026	NB Xmas lights	DD	£ 18.57	
E On Next	01/09/2026	LM Xmas lights	DD	£ 18.23	
LGRC	08/09/2026	Consultancy	BACS	£ 1,015.46	
O2	08/09/2026	Parish mobile	DD	£ 45.00	
Petty Cash	28/08/2026	Petty cash top up	CARD	£ 28.27	
Post Office	28/08/2026	Postage	CARD	£ 5.82	
Post Office	04/09/2026	Postage	CARD	£ 1.90	
Total Energies	01/09/2026	Parish Gas	DD	£ 52.35	
umag	26/08/2026	Dog bag hut hire	BACS	£ 22.00	
UMAG	09/09/2026	Dog bags	BACS	£ 22.00	
Ward Bros	31/08/2026	Langley Grove skip	BACS	£ 312.00	
Wave	25/08/2026	Water Alder Park	BACS	£ 56.19	
TOTAL				£ 5,676.97	

Removal of Bank Signatories and Authorised Users

7th September 2026

Background

The Clerk recently contacted the bank to obtain an up-to-date record of the signatories and authorised users registered on the Council's bank account.

It was noted that a number of former Councillors remain registered as signatories and/or authorised users on the account, despite no longer being members of the Council.

It is recommended that all individuals who are no longer serving as Councillors are removed from the Council's bank account as signatories and authorised users. The bank should be contacted to update the account accordingly and ensure that only current authorised individuals remain registered.

Bank Signatories

The bank confirmed that the following individuals are currently listed as signatories on the account:

- Cllr A Bonner
- Cllr D Bell
- Cllr J Burt
- Cllr D Hindmarch
- Cllr D Simpson
- Cllr P Stoddart
- Cllr J Turnbull
- Mrs Claire Dixon (Clerk)

It was noted that B Nelson is also still listed on the account as a signatory.

Authorised Users

The authorised users on the account are as follows:

- Cllr A Bonner
- Cllr D Bell
- Cllr J Burt
- Cllr J Grantham
- Cllr D Hindmarch
- Cllr J Jamieson
- Cllr S Leckenby
- Cllr D Simpson
- Cllr J Turnbull
- Cllr P Stoddart
- Claire Dixon (Clerk)
- Sarah Cash (Assistant Clerk)
- Sam Shippen (LGRC Consultant)

Removal of Bank Signatories and Authorised Users

It was also noted that former Councillors are still registered as authorised users on the account.

- Mr Simms
- Mrs Rodgers
- Dr Spencer
- Mr Rippon
- Mrs Nelson
- Mr Nelson
- Mrs Clough
- Mrs Walter
- Mr Richardson
- Mr Clegg
- Miss Gates
- Mrs Catterson
- Mrs Wharton
- Mrs Chaplow

Recommendation:

That the Council approves the removal of all former Councillors from the bank account as signatories and authorised users and authorises the Clerk to make the necessary arrangements with the bank.

Claire Dixon
Clerk to the Council

Delegated Decisions

In accordance with the Openess of Local Government Regulations 2014 s7			
Date	Details	Alternative options (if any)	Details of any consultees (if any)
17/04/2026	Dismantling of the zip wire at Broompark to carry out an internal inspection of components (as per recommended guideline) due to no records ever being found of an inspection being carried out.	none	Ward members via email
08/07/2026	DCC advised that the swing chains required replacing at Waterhouses play area. Clerk approved as they had already been removed by DCC.	None	Ward members via email
August	Payment of Invoices during recess	None	Invoice list sent to members



Brandon & Byshottles Parish Council

Mrs Claire Dixon
Clerk to the Council

*Council Offices
6 Goatbeck Terrace
Langley Moor
County Durham
DH7 8JJ
Tel: 0191 3789947
info@brandonandbyshottlesparishcouncil.gov.uk*

Christmas Community Funding Policy

About the Scheme

Brandon and Byshottles Parish Council recognises the valuable contribution that local organisations, schools and community groups make in supporting residents during the Christmas period.

Each year, the Parish Council may allocate funding within its budget to provide financial assistance towards Christmas activities, events or initiatives that benefit residents of the parish.

Member Nominations

Members in each ward are asked to identify and provide a list of local schools, community groups and other local organisations within their ward that they wish to support financially at Christmas.

Members are responsible for ensuring that the information provided is accurate, up to date and representative of the local area. Members should only nominate organisations that provide a benefit to residents within the parish.

The completed lists will be considered by the Parish Council before any donations are approved.

Funding Amount

Funding will normally be limited to no more than £200 per award; however, the Parish Council may consider a larger award in exceptional circumstances where there is a clear and justifiable benefit to the local community.

Further Information

Please note that receiving a grant does not guarantee funding in future years.

The Parish Council's decision is final.

Community Grant Form



1. Organisation Details

Name of Organisation: _____

Address of Organisation:

Contact Name: _____ Contact Phone Number: _____

Email Address: _____

Legal Status of Organisation:

- ☐ Unregistered group
- ☐ Charity
- ☐ Community Interest Company (CIC)
- ☐ Charitable Incorporated Organisation (CIO)
- ☐ Other: _____

If applicable, please include charity number: _____

2. What will the funding be used for? Must be used for Christmas activities, events or initiatives.

3. Declaration

I/we confirm that the information provided in the application form is true and accurate.

Name: _____ Position: _____

Signature: _____ Date: _____

Please send your form to: **Brandon and Byshottles Parish Council, Council Offices, 6 Goatbeck Terrace, Langley Moor, County Durham, DH7 8JJ** or by email to info@brandonandbyshottlesparishcouncil.gov.uk

If you need to speak to us about the form, or require help in completing it, please contact us on **0191 378 9947**

Paper copies of this form are available upon request.

Please provide your bank account details for payment to be made by bank transfer.

Bank Account Name:

Account Number:

Sort Code:

Any bank account provided for the purpose of making a donation must be in the name of the organisation. Donations will not be made to individual or personal bank accounts.

Privacy Notice

The information provided on this form will be collected and processed in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. It will be used solely for the purpose of administering a request for a donation and the processing of such donation. It will not be shared with any third parties except where required by law.

By submitting this form, you consent to the processing of your personal data for the purposes outlined above. You have the right to access, correct, or request deletion of your personal data at any time by contacting the Parish Clerk at info@brandonandbyshottlesparishcouncil.gov.uk

Background

The table accompanying this report sets out the list of community groups, schools, organisations and other local groups within the Parish that Members identified in 2025 as recipients of a Christmas donation from the Parish Council.

Members are asked to review the list and consider whether it remains up to date and continues to be representative of the local community and the different areas within the Parish. When reviewing the list, Members should also be mindful that some organisations did not provide their bank details when requested. As a result, a Christmas donation was not made to those organisations in 2025.

It is recommended that any organisations which did not provide the requested bank details, and therefore did not receive a donation, are considered for removal from the list unless Members are aware of a reason why they should remain on it.

Members are also invited to identify any new community groups, schools or organisations which they feel should be considered for inclusion.

Members should be mindful of the amount of funding currently available within their Ward Budgets for community support when considering the proposed Christmas donations. If the total value of the Christmas donations exceeds the available community support allocation, the additional funding required will need to be met from the wards earmarked reserves.

Recommendation

Members are asked to:

- Review the current list of Christmas donation recipients.
- Confirm that the list remains representative of the Parish and its local communities.
- Consider removing organisations that did not provide their bank details and therefore did not receive a Christmas donation in 2025.
- Identify any new organisations or community groups that should be added to the list.
- Note that, should the total Christmas donation allocation exceed the available community support funding, the additional funding required will be taken from the Council's earmarked reserves.
- Approve the updated list for Christmas donations for 2026.

9th September 2026

Christmas Donations 2026

AGENDA ITEM 97

Christmas Donation	Amount	Ward	Notes
New Brancepeth Primary school and Nursery	£ 150.00	New Brancepeth	
New Brancepeth Village Hall	£ 100.00	New Brancepeth	
New Brancepeth Church	£ 100.00	New Brancepeth	
New Brancepeth Residents Group	£ 100.00	New Brancepeth	Unpaid due to no bank details received
Ushaw Moor Catholic Club	£ 150.00	Ushaw Moor	
St John Boste (St. Joseph's Church)	£ 100.00	Ushaw Moor	
2-4 Club St Joseph's Parish Hall	£ 100.00	Ushaw Moor	
St. Luke's Church	£ 100.00	Ushaw Moor	
Silver Tree Primary	£ 100.00	Ushaw Moor	
Bishop Wilkinson Education Trust (St. Joseph's R.C.School	£ 100.00	Ushaw Moor	
Durham Community Business College	£ 100.00	Ushaw Moor	Unpaid due to no bank details received
Broompark WI	£ 100.00	Ushaw Moor	
Ushaw Moor Cricket Club	£ 100.00	Ushaw Moor	
Ushaw Moor Action Group	£ 250.00	Ushaw Moor	
Esh Winning Residents Group	£ 100.00	Esh Winning	
Waterhouses WI	£ 100.00	Esh Winning	
St John Boste (Newhouse Church)	£ 100.00	Esh Winning	
St. Paul's Church	£ 100.00	Esh Winning	
Esh Winning Baptist Church	£ 100.00	Esh Winning	
Esh Winning Banner Group	£ 100.00	Esh Winning	
Esh Winning Cricket Club	£ 100.00	Esh Winning	
Waterhouses Community Association	£ 100.00	Esh Winning	
Woodland Road Communal Hall - Coffee Morning	£ 100.00	Esh Winning	
Woodland Road Communal Group - Elderly Group	£ 100.00	Esh Winning	
Waterhouses Scout Movement	£ 100.00	Esh Winning	
St Andrew's Youth Group	£ 150.00	Brandon	
St Andrew's Church	£ 200.00	Brandon	
Brandon Academy	£ 200.00	Brandon	
Brownery Primary	£ 200.00	Brandon, M'Field & Langley Moor	
Langley Moor Primary	£ 200.00	Brandon, M'Field & Langley Moor	
Langley Moor Nursery	£ 200.00	Brandon, M'Field & Langley Moor	
St Patrick's School	£ 200.00	Brandon, M'Field & Langley Moor	
Brownery Club	£ 400.00	Meadowfield	
Brownery Residents Assoc	£ 100.00	Meadowfield	
St. Patrick's Church	£ 200.00	Brandon, M'Field & Langley Moor	
St. John's Church	£ 200.00	Brandon, M'Field & Langley Moor	Unpaid due to no bank details received
Murray Independent Church	£ 175.00	Brandon	Unpaid due to no bank details received
St. John Ambulance	£ 175.00	Brandon, M'Field & Langley Moor	
5th Durham City Scouts	£ 50.00	Brandon, M'Field & Langley Moor	
Brandon Communal Hall	£ 350.00	Brandon	
Salvation Army	£ 75.00	Brandon, M'Field & Langley Moor	
The Orchards	£ 75.00	Brandon	
St John's Hall	£ 200.00	Brandon, M'Field & Langley Moor	
Meadowfield & Langley Moor Over 60's	£ 225.00	Brandon, M'Field & Langley Moor	

Purpose of Report

To provide Council with an update on the floral tubs and displays undertaken by DK Horticulture during the current year and to seek a decision on whether DK Horticulture should continue to provide the service for the remaining two years of the contract.

Background

A three-year contract was awarded to DK Horticulture for the provision, planting and maintenance of the Council's floral tubs and displays.

At the time the contract was awarded, it was noted that continuation beyond the first year would be subject to a review of the service and Council's satisfaction with the work undertaken during the first year.

DK Horticulture has undertaken the floral tubs and displays during the current year in accordance with the requirements of the contract.

Current Position

Each Ward has been reviewing the floral tubs and displays within its area during the current year. Feedback and information gathered through these reviews will be collated and passed to DK Horticulture to assist with the planning and purchase of plants and other items required for next year's floral displays.

As DK Horticulture needs to place orders for plants and associated materials in preparation for next year's displays, a decision is now required from Council regarding continuation of the contract.

Recommendation

Council is asked to consider and approve the continuation of the contract with DK Horticulture for the remaining two years, subject to the existing terms and conditions of the contract.

Claire Dixon
Clerk to the Council

Info - Brandon and Byshottles Parish Council

From: Clerk
Subject: FW: Join us: Research launch event



Hello everyone,

We hope that you have had a fantastic summer and, for those who have had some time off, that you have returned to work feeling fully refreshed.

In case our last newsletter hasn't made its way up your reading list yet, we wanted to draw your attention to our September event which is taking place at the Town Hall in Middlesbrough.

On 23rd September, we are opening the doors at 9:30am to welcome everyone to our launch event for the research completed in conjunction with Newcastle University. This will see conversation taking place about the research report 'Towards Anti-Racist Futures: Exposing Racism in the North East'.

We will be welcoming lead researcher, Professor Peter Hopkins (Newcastle University), to talk to us about the research and the identified recommendations, followed by a panel discussion.

NAC Conference to be held on 26th September 2026

Purpose of Report

Previously, accommodation for attendance at the NAC Conference has been booked through the NAC. However, it has been noted that delegates are now required to arrange and book their own accommodation.

Background

The NAC Conference is due to take place on 26 September at The Village Hotel, Warrington.

Following research, via the internet, into the cost of accommodation, a room for the nights of 25 September to 27 September is approximately £246, inclusive of breakfast.

The delegate fee for attendance at the conference is £80 plus VAT.

Recommendation

Council is asked to consider and approve attendance at the NAC Conference on 26 September, together with the associated delegate fee of £80 plus VAT and accommodation costs of approximately £246 for the period 25–27 September.

Claire Dixon
Clerk to the Council

**National Association of Councillors
One Day Conference and English Region AGM
at The Village Hotel, Warrington
10.30am 26th September 2026**

Dear Colleagues,

This years English Region AGM will be held as part of a one day important Conference event at The Village Hotel, Warrington. This Hotel has excellent facilities for our event and comes highly recommended. We have secured the MP for City of Durham as our keynote speaker and she will be speaking on housing which should be of interest to Councillors at all levels. The address for the hotel is

Village Hotel
110 Centre Park
Warrington
WA1 1QA

The Agenda for the day is as follows.

10.00am Registration and Coffee
10.30am Conference welcome
11.00am Keynote speaker, Mary Kelly Foy MP (Housing)
12.00 Noon NAC English Regional AGM (See separate agenda)
1.00pm Lunch
2.00pm NAC (Stephen Gilling) annual overview, priorities and region direction.
3.00pm Session 2 Ken Wyatt, Heritage, Local Pride And Cohesion
4.00pm End of Event.

Please note that accommodation has not been pre booked and delegates must book their own accommodation if required. The Village Hotel has rooms available at reasonable rates.

Please see the event booking form attached, please complete and email it back to me and your place will be reserved.

Brian Nelson
NAC National Secretary

Brandon & Byshottles Parish Council

CODE OF CONDUCT FOR MEMBERS

1. Brandon & Byshottles Parish Council ("the Council") has adopted the following code from 16th July 2021 and will be reviewed annually. The Code which sets out the conduct that is expected of elected and co-opted members of the Council when they are acting in that capacity.
2. This means the code applies whenever you:
 - (a) conduct the business of the Council (including the business of your office as an elected councillor or co-opted member); or
 - (b) act, claim to act or give the impression you are acting as a representative of the Council.
3. 'Co-opted member' means any person who is a member of any committee or sub-committee of the Council with a right to vote but is not one of its elected members

Part 1 – General Conduct

4. Members and co-opted Members of Brandon & Byshottles Parish Council ("the Council") are expected to undertake their duties as follows:
 - 4.1 Represent the community and work constructively with employees and partner organisations to ensure the area is a safer place to live, work and visit.
 - 4.2 Behave in a manner that is consistent with the following principles to achieve best value for residents and maintain public confidence in the Council:
 - (a) **Selflessness:** act solely in terms of the public interest and not act in such a way as to gain financial or other material benefits for themselves, their family or friends;
 - (b) **Integrity:** not placing themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties;
 - (c) **Objectivity:** make choices on merit, in carrying out public business, including when making public appointments, awarding contracts, or recommending individuals for rewards and benefits;

- (d) **Accountability:** be accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office;
- (e) **Openness:** be as open as possible about all the decisions and actions they take, and give reasons for decisions and restrict information only when the wider public interest or the law clearly demands;
- (f) **Honesty:** declare any private interests relating to their public duties and take steps to resolve any conflicts arising in a way that protects the public interest.
- (g) **Leadership:** promote and support these principles by leadership and example.

4.3 Act in accordance with the principles in paragraph 4.2 and, in particular:

- (a) Champion the needs of residents - the whole community and all constituents, including those who did not vote for them - and put the public interest first;
- (b) Deal with representations or enquiries from residents, members of our communities and visitors fairly, appropriately and impartially;
- (c) Not allow other pressures, including the financial interests of themselves or others connected to them, to deter them from pursuing the interests of the Council or the good governance of the Council in a proper manner;
- (d) Exercise independent judgement and not compromise their position by placing themselves under obligations to outside individuals or organisations who might seek to influence the way they perform their duties as a Member / Co-opted Member of the Council;
- (e) Listen to the interests of all parties, including relevant advice from statutory and other professional officers, take all relevant information into consideration, remain objective and make decisions on merit;
- (f) Be accountable for decisions and cooperate when scrutinised internally and externally, including by local residents;

- (g) Contribute to making the Council's decision-making processes as open and transparent as possible to ensure residents understand the reasoning behind those decisions and are informed when holding the Council to account but restricting access to information when the wider public interest or the law requires it;
- (h) Behave in accordance with all legal obligations, alongside any requirements contained within the Council's policies, protocols and procedures, including on the use of the Council's resources;
- (i) Value colleagues and staff and engage with them in an appropriate manner and one that underpins the mutual respect that is essential to good local government;
- (j) Always treat people with respect, including the organisations and public they engage with and work alongside;

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. Members should express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. Members must not, however, subject individuals, groups of people or organisations to personal attack.

Members should treat members of the public politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in Members. Members equally have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening, Members may stop any conversation or interaction in person or online and report them to the local authority, the relevant social media provider or the police. This also applies to fellow Members, where appropriate action could then be taken under the Code of Conduct, and the Council's employees, where concerns should be raised in line with the Councils relevant protocols;

- (k) Provide leadership through behaving in accordance with these principles when championing the interests of the community with other organisations as well as within this Council;
- (l) Not disclose information given to them in confidence by anyone or information acquired, which they believe, or ought reasonably to be aware, is of a confidential nature, without express authority and/or unless the law requires it.

- (m) Not to bully or harass any person (including specifically any council employee) and you must not intimidate or improperly influence, or attempt to intimidate or improperly influence, any person who is involved in any complaint about any alleged breach of the code of conduct.

Bullying may be characterised as: offensive, intimidating, malicious or insulting behaviour; or an abuse or misuse of power in a way that intends to undermine, humiliate, criticise unfairly or injure someone.

Harassment may be characterised as unwanted conduct which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for an individual.

Bullying and/or harassment may take many forms, it could include but is not limited to age, disability, gender reassignment, race, religion, belief, sex and / or sexual orientation.

- (n) Not to bring the role of Member or the Council into disrepute and be aware that the actions and behaviour of a Member are subject to greater scrutiny than that of ordinary members of the public;
 - (o) To hold the Council and fellow Members to account and constructively challenge and express concern about decisions and processes undertaken by the Council whilst continuing to adhere to other aspects of this Code of Conduct.
- 4.4 It is expected that Members will at all times comply with requests as part of Code of Conduct investigations and any arising outcomes. Members will not submit malicious or trivial complaints.
- 4.5 Where it is alleged that a Member has failed to act in accordance with the Code, a complaint will be presented to the Monitoring Officer for consideration in accordance with the Local Assessment Procedure and where necessary the Local Determination Procedure.

Part 2 - Registration of interests

Register of Interests

5.1 Members must:

- (a) register and, where appropriate, disclose those disclosable pecuniary interests that they are obliged to declare under the Localism Act and associated regulations; and

- (b) register any body of which they are a member (or in a position of general control or management) to which you were appointed or nominated by the Council; and
- (c) register details of their membership of any organisation or body whose rules or requirements of membership could be regarded as suggesting a degree of loyalty to that organisation or body. This could arise by reason of an organisation having an obligation of secrecy about its rules, its membership or conduct and/or a commitment of allegiance or support to that organisation or body. Such organisations or bodies may or may not be charitable concerns and they may also have a local, regional, national or international aspect; and
- (d) register details of my membership of any trade union within the meaning of Section 1 of the Trade Union and Labour Relations (Consolidation) Act 1992.

5.2 Registration of interests shall be completed by provision of details upon a signed prescribed form which is submitted to the Monitoring Officer at Durham County Council. Members must ensure they keep the register updated and acknowledge that its contents will be published on the Authority's website and will be open to the public to inspect.

6. Disclosable Pecuniary Interests Entered on the Register

If Members are present at a meeting and:

- (a) they are aware that they have a disclosable pecuniary interest under paragraph 5.1(a) above in any matter to be considered or being considered at the meeting; and
- (b) the interest is entered in the Parish Council's register

they may not participate in any discussion or further discussion of an item of business or in any vote or further vote taken on that item which affects or relates to the subject matter in which they have such an interest; and they must leave the room where the meeting is held while any discussion and or voting takes place.

7. Disclosable Pecuniary Interests NOT Entered on the Register

7.1 If Members are present at a meeting of the Parish Council and:

- (a) aware that they have a disclosable pecuniary interest under paragraph 5.1(a) above in any matter to be considered or being considered at the meeting; **and**
- (b) the interest is not entered in the Council's register,

they must disclose the interest to the meeting. Furthermore, they may not participate or further participate in any discussion of the matter at the meeting or participate in any vote or further vote taken on the matter at the meeting and must leave the room where the meeting is held while any discussion and or voting takes place.

7.2 If an interest referred to in 5.1(a) above is not entered on the Parish Council's register and is not the subject of a pending registration, Members must notify the Clerk who will notify the Monitoring Officer of the interest within 28 days of the date of the disclosure.

7.3 Members with the power to discharge a Council's function acting alone will have a disclosable pecuniary interest in any matter to be dealt with or being dealt with by them in the course of discharging that function:

- (a) they may not take any steps, or any further steps, in relation to the matter (except for the purpose of enabling the matter to be dealt with otherwise than by them); **and**
- (b) if the interest is not entered on the Council's register and is not the subject of a pending registration, they must notify Durham County Council's Monitoring Officer / via the Clerk, of the interest within 28 days of becoming aware of the interest.

8. Sensitive Interests

- 8.1 This applies to a situation where a Member considers that the disclosure of the details of your interest – including that of your spouse or partner – could lead to you, or a person connected with you, being subject to violence or intimidation.
- 8.2 In such circumstances you should share your concerns with Durham County Council's Monitoring Officer. If the Monitoring Officer agrees with you, then the details of the interest will not be included in the Council's published Register of Interests, but the Register may state that you had registered an interest the details of which had been withheld under Section 32 of the Localism Act 2011.
- 8.3 If the Monitoring Officer has accepted that you have a sensitive interest under Section 32 of the Localism Act 2011, you should declare the existence of the interest at any meeting at which you are present but you need not declare the details of the interest.

- 8.3 If circumstances change and the information excluded from the Register on the grounds of sensitivity is no longer sensitive information, the Member must notify the Monitoring Officer within 28 days.

9. Other Relevant Interests

- 9.1 Members may have an Other Relevant Interest (which is not a disclosable pecuniary interest) in any matter to be considered or being considered at the meeting) where:
- (a) a decision in relation to that matter might reasonably be regarded as affecting the well-being or financial standing of them or a member of their family or a person with whom they have a close association, or an organisation or body under paragraph 5.1(b), 5.1(c) or 5.1(d) above, to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which they have been elected or otherwise of the authority's administrative area; **and**
 - (b) the interest is one that a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice their judgement of the public interest.
- 9.2 Where a member has an Other Relevant Interest in an item of business as described in 9.1, the member shall declare it at the earliest opportunity. The member may make a representation on the item but will not be permitted to participate in any discussion or vote taken on the matter at the meeting. The member must leave the meeting once the representation has been made to avoid influence on those making the decision.

10. Gifts and Hospitality

- 10.1 Members must, within 28 days of receipt, notify the Monitoring Officer in writing of any gift, benefit or hospitality with a value in excess of £50 which they have been offered as a member from any person or body other than the Parish Council, whether the offer is accepted or declined.
- 10.2 The Monitoring Officer will place any notification received under paragraph 10.1 on a public register of gifts and hospitality.
- 10.3 The duty to notify the Monitoring Officer does not apply where the gift, benefit or hospitality has been approved by the Parish Council for this purpose.

Adopted 16th July 2021

Reviewed and approved on 18th September 2026

Purchase of Poppy Wreaths for Remembrance Sunday Events**Purpose of the Report**

To seek approval for the purchase of poppy wreaths for use at local Remembrance Sunday events.

Background

As part of the annual Remembrance Sunday commemorations, Councillors traditionally lay poppy wreaths at local war memorials on behalf of the Council.

Poppy Wreaths

The cost per wreath purchased from the Royal British Legion is set out below:

Wreath Types

Here is our range of available wreaths, along with their approximate diameter (in inches).

Please note down your preferred type before calling.



Type A (7") £15	Type B (17") £23	Type C (17") £27	Type G (18") £55	Type L (10") £18
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Council is advised that the above cost may be subject to an additional delivery charge.

Recommendation

In order to establish the total number of wreaths required, it is recommended that Councillors inform officers of the number of poppy wreaths required as soon as possible to ensure delivery before the Remembrance Day.

Claire Dixon
Clerk to the Council



Brandon & Byshottles Parish Council

Mrs Claire Dixon
Clerk to the Council

Council Offices
6 Goatbeck Terrace
Langley Moor
County Durham
DH7 8JJ
Tel: 0191 3789947
info@brandonandbyshottlesparishcouncil.gov.uk

11th September 2026

AGENDA ITEM 103

Dear Mary Kelly Foy MP,

Subject: Concerns Regarding Changes Affecting Patients of Burgess and Hyde Dental Practice, Esh Winning

As you are aware, residents in Esh Winning have received correspondence informing them that the practice will no longer be accepting NHS patients and that patients will instead be required to pay a membership fee. The contents of this letter are extremely concerning, particularly given the significant financial burden these changes could place on patients and their families. For many people, having to meet additional costs in order to access dental care could create significant financial pressure and leave patients in an extremely difficult, and in some cases impossible, situation.

Of particular concern is the requirement for patients to pay additional costs for themselves and for children over the age of seven, who will be required to take out a membership in order to access dental care. The adult membership is approximately £21 per month, which equates to £252 per year. This could represent a considerable additional expense for families, particularly those already struggling with household bills and the continuing rise in the cost of living.

Patients should not be placed in a position where they have to choose between paying essential household expenses and being able to access necessary dental care. Dental care is an essential part of maintaining people's health and wellbeing, and access to it should not be determined by whether an individual or family can afford unexpected or additional charges.

We are particularly concerned about the potential impact on vulnerable patients, families on limited incomes, older people and those who may already be experiencing financial hardship. There is a real risk that some patients may delay or avoid seeking dental treatment because they simply cannot afford the additional costs, potentially resulting in more serious health problems further down the line.

We would therefore be grateful for your support in raising this matter with the relevant authorities and seeking clarification about these proposed changes.

We would greatly appreciate it if you could look into this matter on behalf of your constituents and support us in seeking a fair and affordable solution.

Thank you for taking the time to consider our concerns. We look forward to hearing from you and would be grateful for any assistance or intervention you are able to provide.

Yours sincerely,

A handwritten signature in black ink, appearing to read "C. Dixon". The signature is written in a cursive, flowing style.

Claire Dixon
Clerk to the Council

Info - Brandon and Byshottles Parish Council

From: Clerk
Subject: More local training for parish and town councils Co Durham and Cleveland

Autumn 2026 - parish and town council training County Durham and Cleveland

An Introduction to CiLCA

Mon 7th September 2026 6-7pm on Zoom

FREE

[For more information and to book on An Introduction to CiLCA](#)

New Clerks training

Tues 15th September 2026 6-8pm

Bishop Auckland Town Council

£20 County Association members /£35 non members

[For more information and to book on New Clerks Training](#)

New Councillor welcome/Local council basics training

Tues 22nd September 2026 6 -7.30pm on Zoom

£20 County Association members /£35 non members

[For more information and to book on New Councillor welcome/Local council basics](#)

Becoming an Internal Auditor for Parish & Town Councils – What You Need to Know

Thurs 1st October 6 – 7.30pm

Sedgefield Parish Hall

Free event

[For more information and to book on Becoming an Internal Auditor for Parish & Town Councils](#)

Budgeting for Parish & Town Councils

Tues 13th October 6-7.30pm on Zoom

£20 County Association members/£35 non-members

[For more information and to book on Budgeting for Parish & Town Councils](#)

Making Meetings Matter

Tues 3rd November 2026 6-7.30pm on Zoom

£20 County Association members/£35 non-members

[For more information and to book on Making Meetings Matter](#)

BRANDON & BYSHOTTLES PARISH COUNCIL**10th September 2026****Ward Budgets Review Report**

1. **PURPOSE** – Recommendation from the Finance Committee to consider the review of ward budgets which was undertaken across the summer with ward members in individual wards.

2. **BACKGROUND**

The Council's ward budgets for 2026/27 were approved by Council in January 2026 based on a formula of elector numbers for each ward. This involved a review of spend in prior years.

Officers reviewed predicted spend following the updated contracts for grasscutting and floral from April 2026.

Meetings were held informally with the ward members within each ward with the Clerk and LGRC Governance Consultant to review allocation.

Ward Members were then given advice from the contractor via the Clerk in order to identify cost savings for future years.

3. **ADJUSTMENTS**

The tables below shows the Council's original allocated budget and revised position for each ward.

Brandon Ward

	Code	25/26 actual	26/27 Budget	26/27 revised
Grass cutting	4320	3,751	3864	3,750
Environment (incl floral)	4330	7,071	6965	6864
Street Lighting	4350	272	280	280
Community Support	4450	5,244	2232	2447
Youth Service (Carrside)	4480	4,280	5000	5000
Misc	4700	1,192	0	0
		21,810	8,341	8,341

Meadowfield & Browney Ward

	Code	25/26 actual	26/27 Budget	26/27 revised
Electricity Xmas Trees	4200	243	299	299
Grass cutting	4320	1350	1390	1350
Environment (incl floral)	4330	2608	2840	4250
Community Support	4450	2588	3437	2067
Youth Service (Carrside)	4480	857	1000	1000
		7646	8966	8966

Langley Moor Ward

		25/26	26/27	26/27
	Code	actual	Budget	revised
Electricity Xmas Trees	4200	274	267	267
Environment (incl floral)	4330	2608	2769	5072
Street Lighting	4350	195	200	200
Community Support	4450	1092	2303	0
Misc	4700	1,192	0	0
		5361	5539	5539

** Floral expenditure will be £6,077.44 leading to an in year overspend of £1,005.44 which will need to be met from EMR.

Ushaw Moor Ward

		25/26	26/27	26/27
	Code	actual	Budget	revised
Electricity Xmas Trees	4200	1675	1112	2000
Play Area	4325	683	1000	1948
Environment (incl floral)	4330	6782	7126	6994
Community Support	4450	2950	4654	2950
Youth Service (Carrside)	4480	857	1000	1000
Misc	4700	262	270	270
Capital Purchase	4800	350	0	0
		13559	15162	15162

Esh Winning Ward

	Code	25/26	26/27	26/27
		actual	Budget	revised
Electricity Xmas Trees	4200	215	484	550
Grass cutting	4320	3894	4011	£2,160
Play Area	4325	102	250	2000
Environment (incl floral)	4330	6299	6411	3022
Community Support	4450	2750	852	4276
Misc	4700	4	0	0
Capital Purchase	4800	350	0	0
		13614	12008	12008

New Brancepeth Ward

	Code	25/26	26/27	26/27
		actual	Budget	revised
Electricity Xmas Trees	4200	275	245	280
Grass cutting	4320	600	618	600
Environment (incl floral)	4330	1565	1727	710
Community Support	4450	1700	1697	2697
		4140	4287	4287

The overall revised position remains at the same overall budget; Council is advised to agree the revised budgets.

4. RECOMMENDATION –Full Council is recommended to approve the revised budgets.

Claire Dixon
Claire to the Council

Background

The National Joint Council for Local Government Services (NJC) has reached an agreement on the rates of pay applicable to local government employees for the period 1 April 2026 to 31 March 2027.

The agreed pay award provides for an increase of 3.3% to NJC pay scales from 1 April 2026. The award applies to employees whose salaries are linked to the NJC pay scales.

Employers are being encouraged to implement the pay award as soon as possible.

Impact on Parish Council Salaries

The 3.3% increase will need to be applied to the salaries of Parish Council employees who are paid in accordance with the relevant NJC pay scale.

The increase will therefore result in an adjustment to both the annual salary and hourly rate for the relevant employees from 1 April 2026.

Recommendation

The Parish Council is asked to:

- Approve the National Joint Council pay award of 3.3% for 2026–2027 and approve the implementation of the revised NJC pay rates with effect from 1 April 2026.
- Authorise the Clerk/RFO to make the necessary adjustments to employees' salaries and hourly rates and arrange any back pay due from 1 April 2026.

Claire Dixon
Clerk to the Council

Local Network Funding

Dear Local Network member,

Please see below information regarding funding, if you would like an application pack for the Mid Durham and Surrounding areas Local Network area email MidDurhamLN@durham.gov.uk

County Durham community groups can now access an additional £1.2m of funding as part of our scheme that brings together residents, councillors, businesses and partner organisations to improve community life.

We run 12 Local Networks across the county that drive community participation and support community-led projects, encouraging engagement and bringing improvements to these areas.

The key function of these networks is to establish new Local Network Action Plans (LNAPs), which will encourage wider locality working and more effective co-ordination and delivery of our activity and partnership activity, as well as influencing how Local Network funding is spent.

Bigger impact

The grants are coming from the Local Network Fund and hopes to help groups make a bigger impact with community projects. Applicants can apply for between £5,000 and £10,000, which can be used to support local groups and community projects.

The Local Networks are looking for applications that deliver projects that meet one or more of the following themes:

- Community safety
- Employment, jobs and skills
- Health and wellbeing
- Environment and natural spaces
- Education and training
- Housing and physical infrastructure
- Culture, heritage and events

Our Local Networks will be open to applications until Wednesday 30 September, giving schools and organisations time to prepare and submit bids after the summer holidays.

Overall, Local Networks will be making up to £1.2 million of funding available, £100,000 per Local Network, to groups and organisations across County Durham to help those who need it most.

Kind regards,

Mid Durham & Surrounding Areas Local Network

PROPOSAL RE: DR CLAIRE OGAH'S ANTI-RACISM TALK ON "STRONG ENOUGH TO BE JUST". OCTOBER 2026

Further to the Parish Council's decision (meeting of 19th June 2026 Agenda Item 51) to note the proposal to sponsor Dr. Claire Ogah's talk on Anti-Racism "Strong enough to be just", I wish to make the following proposals:

1. The Parish Council makes no financial commitment to the talk from central funds;
2. A sum of £50 is provided towards the total costs of the talk from the Langley Moor ward budget;
3. In partnership with the North-East Anti-Racism Coalition, the Parish Council sponsors the talk;
4. The Parish Clerk organises the talk with logistical and publicity support from Cllr. John Chapman; the talk to be held in late October 2026 in a suitable venue in the Parish.

Submitted by Cllr J Chapman