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 18th SEPTEMBER 2026, AT 6.30 PM

Present:
Councillor S Leckenby (Chair)
Councillors P Askell, D Bell, A Bonner, F Bonner, D Bregazzi, J C Chapman, P Elmer, J Grantham, D Hindmarch, J E Hirst, J Jamieson, 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 3 members of the public.

The meeting began with one minute silence for ex Councillor Michael Rochfords late wife, Eileen Rochford who was his Consort.
The Chair requested that any politics are left at the door.

80. Apologies for Absence
Apologies received from Councillor D Rowland and Councillor J S Burt.
RESOLVED: To **NOTE** the apologies.

81. Declarations of Interest & Requests for Dispensations
Declarations of interest were received from the following:
Item 87c – Cllr P Stoddart – Ushaw Moor Cricket Club.
Item 89 - Cllr J Grantham - Brandon Carrside - Committee Member.
Item 89- Cllr S Leckenby - Brandon Carrside - Committee Member.
Item 89 - Cllr J Turnbull - Brandon Carrside - Committee Member.
Item 89 – Cllr D Simpson – Brandon Carrside – Observer.
Item 89 – Cllr J Jamieson – Brandon Carrside – Observer.

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

82. Minutes of the previous meeting held on 17th July 2026 and 24th July 2026
RESOLVED: The minutes of the meeting held on 17th July 2026 and 24th July 2026 were **CONFIRMED** as a correct record and signed by the Chair.

83. Minutes of the Allotment Meeting – To **NOTE** the minutes of the meeting held on 14th July 2026.

84. Minutes of the Finance Meeting – To **NOTE** the minutes of the meeting held on 11th June 2026.

85. Public Participation – to receive any questions or representations from members of the public.
RESOLVED: There was **NO** public participation.

Initials .....

86. Presentation of Donations

a. **Waterhouses Community Association** – The Chair presented a cheque for £500 towards improving the disabled access at Waterhouses Community Association.
b. **Friends of Addison Park –** the Chair presented a cheque for £700 towards costs associated with the recent Fun Day held in the park.

87. Donations

a. **The Browney Club**
RESOLVED: To **REJECT** the funding request towards the Halloween Party, as less than one year has elapsed since the previous donation was made. The Browney Club is invited to resubmit a donation request in November for a future event, as the Halloween Party will have already taken place.
b. **Building Better Community Partnership**
RESOLVED: To **APPROVE** a donation of £300, being £50 from Brandon ward budget, £50 from Ushaw Moor ward budget, £50 from New Brancepeth ward budget, £50 from Esh Winning ward budget, £50 from Meadowfield ward budget and £50 from Langley Moor ward budget towards baby and equipment supplies.
c. **Ushaw Moor Cricket Club**
RESOLVED: To **APPROVE** a donation of £500, from Ushaw Moor ward budget 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.
RESOLVED: To **APPROVE** payment of £150 to the Flass Inn and £50 payment to the band from Ushaw Moor ward.

89. Brandon Carrside
RESOLVED: to **NOTE** the report. To **DELEGATE** the Clerk to send a thank you letter for all the hard work and support with litter picking.

90. Planning Applications – To consider a response to applications received between 3rd July 2026 – 4th September 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.

DM/26/01753/FPA - Land to the rear of 31A to 33 Lobley Hill Road, Meadowfield Durham, DH7 8RQ - Erection of 1 no. dwelling with detached annex/garage.

DM/26/01715/FPA - Land to the South of Cockhouse Lane, Ushaw Moor, Durham DH7 7PN - Proposed V board stack signage for housing development.

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 C02 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.

DM/26/01894/FPA - 19 Fredrick Street South, Meadowfield, Durham, DH7 8LZ Change of use from Class C4 (HMO) TO Sui Generis (Large HMO)

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.

Cllr Hirst thanked the Clerk for drawing attention to the City of Durham Trust's objection to the application of a certificate of lawfulness for the HMO at 19 Frederick Street which substantiates the Parish Council's own objection to it (Minute 67). He also encouraged the Clerk to forward a copy for information to the Head of Planning Enforcement, with whom she has previously corresponded.

RESOLVED: To submit an **OBJECTION** to planning application DM/26/01920/FPA at 17 Ashbrook Close, Brandon, on the grounds that the proposed application could exacerbate existing parking problems, increase traffic and result in increased noise. Members also raised concerns about whether emergency service vehicles would be able to access the area safely and without obstruction due to the additional parking associated with the application.

It was further **RESOLVED** to **DELEGATE** authority to the Clerk to submit the Parish Council's objection on behalf of the Council, reflecting the concerns raised by Members.

91. Licensing Application

RESOLVED: To **NOTE** the application.

92. Invoices for Payment

To **NOTE** the invoices paid in recess for the month of August in the sum of £23,386.86. Authorisation was requested to pay accounts for £5,676.97 and additional accounts of £1278.13. Two Councillors to verify the invoices.

RESOLVED: To **APPROVE** authorisation of the accounts.

Initials .....

93. Bank Transfer

RESOLVED: To **APPROVE** the request of £10,000 being transferred from CCLA to the Co-Operative Bank to cover payments for August and September 2026.

94. Removal of Signatories and Authorised Users

To consider the report.

RESOLVED: To **APPROVE** the removal of A Bonner as signatory. To add S Leckenby as signatory. To remove A Bonner, J Grantham and J Jamieson as authorised users. To remove all past signatories and authorised users noted in the report.

95. Register of Delegated Decisions

RESOLVED: To **NOTE** the list of delegated decisions.

96. Christmas Donations Policy and Grant Form

RESOLVED: To **APPROVE** the Policy and Grant Form.

97. Christmas Donations List 2026

To consider the donations list.

RESOLVED: to **DEFER** the item until the next meeting so members can inform the Clerk of any changes and/or amendments by November. Councillor M Wall requested to add Esh Winning Academy.

98. Floral Tubs and Displays Contract

RESOLVED: To **APPROVE** the contract with DK Horticulture for the next two years.

99. North East Anti Racism Coalition

To consider attendees to the research launch event.

RESOLVED: To **APRROVE** Councillor J Chapman to attend and request a report be submitted following the event.

100. NAC Conference and AGM 26th September 2026

RESOLVED: To **APPROVE** Councillors A Bonner, F Bonner, S Leckenby and D Bell to attend. To **APPROVE** nominations of A Bonner as Chair, S Gilling as Vice Chair and D Bell as Treasurer.

101. Code of Conduct Policy

Cllr Hirst proposed approval of the Code of Conduct for Members but pointed out that the numbering system differs from the source document and suggested it be harmonised for consistency. He also requested that a note of thanks be sent to the Monitoring Officer for the Code of Conduct training session she delivered on 4th September.

Cllr Turnbull expressed disappointment at the number of members who attended the training.

RESOLVED: To **APPROVE** the Code of Conduct Policy.

Initials .....

102. Remembrance Sunday

RESOLVED: To **APPROVE** 3x type C wreaths for Ushaw Moor ward, 1x BBPC logo, x2 blank. Brandon 1x wreath, x1 box of poppies, x1 money box for Meadowfield Club. Other Wards to let the Clerk know what they would like via email in the near future.

103. Burgess and Hyder Dental Practice

Cllr Hirst commented that the proposed letter to the MP should also blame the inadequacy of NHS funding, which is causing dental practices everywhere to go private, forcing people on low incomes to suffer the most.

To consider a motion from Cllr M Wilson to approve the draft letter and authorise its submission to the MP.

RESOLVED: To **APPROVE** the Clerk to send the letter which had been drafted with no amendments.

104. CDALC Training

To consider attendees to training courses.

RESOLVED: To **APPROVE** Councillors E Simpson, C Smith and J Hirst to attend 'Budgeting for Parish and Town Councils' and 'Making Meetings Matter' training. Councillors C Smith and J Hirst to attend 'Becoming an Internal Auditor for Parish and Town Councils – What you need to know' training.

105. Ward Budgets Review

Cllr Hirst requested to minute that the Langley Moor ward overspend of £3300 for floral displays is entirely due to the change in policy whereby such expenditure is now charged to each ward for displays within its boundary. Noted that Langley Moor ward Councillors, in liaison with the Clerk, are planning significant reductions in such expenditure next year, along with removal of charges for displays outside its ward boundary that contravene the new policy. Noted that the Clerk has offered to produce and display an accurate map of the Parish's ward boundaries which will be helpful.

RESOLVED: To **APPROVE** the Ward budgets.

106. National Joint Council Pay Award 2026-2027

To consider the report.

RESOLVED: To **APPROVE** the pay award.

107. Local Networks

To consider the information.

Councillor A Bonner highlighted that some community groups are finding the application form challenging to complete and understand. Councillor A Bonner requests the Clerk to speak with Joanne Ashworth if they can be simplified.

The Clerk advised members that she can request funding to improve Waterhouses and Broompark Play Areas.

RESOLVED: To **APPROVE** the Clerk to liaise with Joanne Ashworth and to request funding for both parks.

Initials .....

108. Proposal for Dr Claire Ogah's Talk

To consider the motion from Councillor J Chapman

Cllr Hirst commented that although the Council clearly welcomes the initiative, public safety is a paramount priority which he and other Councillors have raised serious concerns about. No supporting evidence has been provided of a risk assessment or risk management plan, essential for assurance of public safety and liability indemnity, necessitating consultation and cooperation with the police community liaison team. The Council took a vote regarding funding this, 11 against, 6 in favour therefore the Council will not be funding this.

RESOLVED: To **APPROVE** Councillor J Chapman to liaise with the Police regarding guidance on the matter and Tom Sharples, Brandon Community Hall as this is the potential venue for the talk. Councillor J Chapman to re-draft the proposal.

The Chair informed members that the Clerk had successfully completed her Certificate in Local Council Administration (CiLCA) qualification. Members congratulated her on this achievement.

The meeting closed at 19.52 PM

Signed ..... Date .....

Initials .....