



Sacriston Parish Council
The Fulforth Centre
Front Street
Sacriston
Durham
DH7 6JT

clerk@sacristonparishcouncil.gov.uk

To All Members of the Parish Council

You are hereby summoned to attend the Parish Council Meeting of Sacriston Parish Council at The Fulforth Centre on Wednesday, 1st July 2026, at 6.30 pm for the purpose of transacting the following business:

AGENDA

- 37. Welcome and Apologies for Absence** – to consider the apologies.
- 38. Declarations of Interest** -To receive and record any Disclosable Pecuniary Interests in relation to items on the agenda.
- 39. Approval of Minutes** - To approve the minutes of the meeting held on 3rd June 2026 (attached)
- 40. Public Participation** - Questions and comments from members of the public (maximum 5 minutes per item/per individual).
- 41. Police Matters**
- 42. Planning Applications** - to receive and consider any response to applications received.
- 43. Growing Sacriston Together in Bloom**
- 44. Parish Assets**
 - a. Bus Shelters
 - b. Village Clock
 - c. Parish Building
 - d. War Memorial
 - e. Pit Wheel
- 45. County Councillors' Reports** – to receive the information.
- 46. Reports from Group Representatives**
 - a. **Fulforth Centre** – To receive the verbal report provided.
 - b. **Allotment Association** – to consider the report (attached).
- 47. Finance Report**
 - a. To review and approve payment of invoices received (attached).
 - b. To note the bank statement (attached).
- 48. Christmas Lights** – to consider the update (attached).
- 49. Miners Gala** – to consider the report (attached).
- 50. Date and Time of Next Meeting** - Wednesday, 2nd September 2026 at 6:30 PM

Signed: Mrs C Dixon (Clerk to the Council)



SACRISTON PARISH COUNCIL

**Minutes of the meeting held on Wednesday, 3rd June 2026 at 6.30 pm
In The Fulforth Centre**

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr M Morrell, Cllr E Waldock, Cllr G Ludlow, Cllr R Mickle, Cllr M Morrell, Cllr A Wray, Cllr E Hopkins, Cllr J Robson, Cllr R Sharp, and Cllr A Przybysz

Also present: Mrs C Dixon (Clerk) and Cllr J Pickard (County Councillor)

There was one member of the public in attendance.

Item No:

22. Apologies for Absence

Apologies received from Cllrs A Page, K Welsh and K Wilson.

RESOLVED: To **NOTE** the apologies received.

23. Declarations of Interest

RESOLVED: Cllr Waldock declared an interest in Agenda Item 32.

24. Approval of Minutes

RESOLVED: The minutes from the Meeting held on 6th May 2026 were accepted and signed as a true record.

25. Public Participation - (Questions & Comments from the public in attendance – max 5 mins per item/individual)

Member of the public requested to raise some issues however, Cllr Dixon requested that these be raised during the County Councillors agenda item as they were matters to address directly to him.

Mark Solan from Team Solan Cancer Trust attended the meeting to provide members with information about the charity and to request help in raising awareness.

26. Police Matters

RESOLVED: To **NOTE** there were no comments.

27. Planning Applications

RESOLVED: To **NOTE** no applications have been received.

28. Growing Sacriston Together in Bloom

Cllr Ludlow advised members that he had spoken to a company called Kedel who could provide the slats for the benches and advised members of the options available and the cost.

RESOLVED: To **APPROVE** Cllr Ludlow to go ahead with purchasing 38 x black slats at a cost of £777.86 inc. VAT.

29. Parish Assets

a. Bus Shelters

RESOLVED: Nothing to report.

b. Village Clock

RESOLVED: Nothing to report.

Parish Building

RESOLVED: Nothing to report.

c. War Memorial

RESOLVED: Nothing to report.

d. Pit Wheel

RESOLVED: Nothing to report.

30. County Councillor Report

Cllr J Pickard did not have any report to provide and requested comments from members.

RESOLVED: Members raised concerns regarding a variety of matters and Cllr Pickard is to investigate the matters.

31. Reports from Group Representatives

a. Fulforth Centre – Cllr Dixon provided a verbal update.

RESOLVED: To **NOTE** the information provided by Cllr Dixon.

b. HR and Finance Panel

Cllr Przybysz provided members with information.

RESOLVED: To **NOTE** the information.

c. Sacriston Allotment Association Meeting

Cllr Waldock provided members with information.

RESOLVED: To **NOTE** the information.

32. Donations

a. Live Well North East

RESOLVED: To **APPROVE** a £1,000 donation towards the holiday club.

33. Filming and Recording Policy

Resolved: To **APPROVE** the policy with no amendments.

34. Finance Report

a. To review and approve payment of invoices received.

RESOLVED: to **APPROVE** payment of the invoices and the additional invoices.

b. To receive the bank statement.

RESOLVED: To **RECEIVE** the information.

35. Annual Governance & Accountability Return for the year ended 31.3.26

a. Internal Audit Report – RESOLVED: To **APPROVE** the Internal Audit Report.

b. Annual Governance Statement – RESOLVED: To **APPROVE** the annual governance statement including the explanation for the ‘No’ response. The Chair and Clerk to sign the statement and record as the appropriate minute.

c. Annual Accounting Statement – RESOLVED: the Council **APPROVED** the recommendations made by the clerk regarding the restatement of the 2024/25 accounts and further approves the Accounting Statement for 2025/26. It was also agreed that the Chair will sign the approved statement and that the appropriate minute reference be inserted into the official record, in accordance with audit requirements.

d. Notice of Electors Rights - RESOLVED: To **APPROVE** the dates for the electors rights period as being 5th June 2026 to 16th July, and the appropriate notice being placed on the website on 4th June 2026.

36. Date and Time of Next Meeting

RESOLVED: The next meeting will be held on Wednesday, 1st July 2026, at 6.30 pm.

The meeting closed at 19.24pm.

Agreed and signed by Chair of Sacriston Parish Council

Date

AGENDA ITEM 42

Sacriston And Witton Gilbert/ Sacriston/ East North	DM/26/01381/FPA	North East Learning Trust	Sacriston Academy Witton Road Sacriston Durham	Removal of existing pitched roof with replacement flat roof and associated works
---	-----------------	---------------------------	---	--

23rd June 2026

Purpose of Report

The purpose of this report is to provide an update on Cross Lane and Daisy Hill Allotments regarding items raised at the previous allotment meeting.

1. Cross Lane Perimeter Fence

The perimeter fence at Cross Lane had become damaged and was leaning over, creating a potential health and safety risk. Due to the condition of the fence, a fencing contractor who had previously completed work at Cross Lane was instructed to undertake the necessary repairs.

The repair work has now been completed at a cost of **£350**.

2. Incident Involving Parish Council Strimmer

An incident occurred on one of the plots at Cross Lane involving the Parish Council's strimmer. Whilst using the equipment, the blade struck an object concealed in the ground, causing part of the blade to snap off and become lodged in the plot holder's arm.

The plot holder required hospital treatment for the injury. The individual advised that they did not consider the incident to be anyone's fault; however, they were understandably shaken by the experience and have subsequently surrendered their plot.

Following discussions with Cllr Mickle, it has been agreed that a disclaimer and signing-out book will be placed in the container. Plot holders will be required to sign this document when borrowing any Parish Council equipment.

In addition, the chainsaw currently stored in the container will no longer be available for plot holders to borrow due to the high-risk nature of the equipment.

The Clerk has also purchased a maintenance log for all Parish Council-owned allotment equipment. It is proposed that all equipment is routinely inspected for defects, damage and general condition, with the inspections recorded in the maintenance log to provide an audit trail and help ensure equipment remains safe for use.

Members are requested to consider whether a representative from the Allotment Association should be nominated to undertake these routine inspections. One option would be for inspections to be carried out monthly during the main growing season and summer months. Alternatively, Members may wish to consider whether equipment should not be available for loan during the winter months when usage is significantly reduced.

3. Daisy Hill – Asbestos

A contractor has been contacted, and photographs of the material have been sent for assessment.

At the time of writing, a response is still awaited from the contractor. A further update will be provided once their assessment has been received and any necessary actions have been identified.

Recommendation

Members are requested to:

1. Note the information regarding the perimeter fence.
2. Note the incident involving the Parish Council strimmer.
3. Approve the introduction of a disclaimer and equipment signing-out register.
4. Note that the chainsaw will no longer be available for loan to plot holders.
5. Consider and determine arrangements for routine equipment inspections, including the frequency of inspections and who should be responsible for carrying them out.
6. Consider whether equipment should remain available for loan throughout the winter months.
7. Note the information regarding the asbestos.

Name	Description	CREDIT	NET	VAT	TOTAL	Paid	Invoice
Scribe	Allotment Database Package		£18.00	£3.60	£21.60	01/06/2026	✓
CDALC	Councillor Training				£40.00		✓
LWNE	Donation				£1,000.00	15/06/2026	✓
LDF Fencing	Fence at Cross Lane				£350.00	18/06/2026	✓
Amazon	Items for Cross Lane				£9.79	23/06/2026	✓
Paxtons	Hinge and bolt		£21.20	£4.24	£25.44	19/06/2026	✓
Salary	Jun-26				£1,055.78	26/06/2026	✓
Valda Energy	May-26		£15.00	£0.75	£15.75	08/06/2026	✓

23rd June 2026

Purpose of the Report

The purpose of this report is to provide Members with an update on the procurement of quotations for the installation of the Parish Council's Christmas lights.

Following the meeting held on 7 January 2026, it was agreed that three quotations would be obtained for the installation of the festive lighting.

The Clerk subsequently commenced the process and contacted a contractor to discuss the Council's requirements. A site meeting was held with Cllr Dixon and Cllr Robson, during which it was agreed that, as the Council had previously purchased the Christmas lights, the requirement was for the installation of the existing lights only and that no new lighting equipment was to be purchased.

Following these discussions, the contractor advised that they were unable to provide a quotation for installation only. However, they referred the Council to an alternative contractor who has previously undertaken work for the Parish Council.

The alternative contractor has since made contact and requested confirmation that the column braids and Christmas lighting equipment are owned by the Parish Council before they are able to progress a quotation.

To establish this, the Clerk has contacted the previous contractor who was responsible for the Christmas lights installation, both to seek a quotation and to clarify the ownership and storage arrangements of the Council's Christmas lights, including how the equipment could be retrieved if required. To date, no response has been received

The Council is also reminded that stress testing will need to be carried out before the installation of the lights.

23rd June 2026

Purpose of the Report

The purpose of this report is to request clarification from Members regarding the arrangements for the forthcoming Miners' Gala.

In previous years, Hade Edge Band has accompanied the Sacriston banner at the Gala. Whilst the arrangements for the band have traditionally been made by the Banner Group, the Parish Council has been responsible for funding the cost of the band.

The amount paid in previous years has been £2,500. The Council has included a budget provision for the Miners' Gala in the current financial year, with the budgeted amount remaining at £2,500.

The Clerk requests that Members confirm whether they wish to continue with the existing arrangements and approve payment of £2,500 towards the cost of Hade Edge Band accompanying the banner at this year's Miners' Gala.

Recommendation

Members are requested to consider and determine:

1. Whether the Parish Council wishes to continue funding the band to accompany the banner at the Miners' Gala; and
2. Whether payment of £2,500 should be approved for this purpose.