



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, 4th February 2026 at 6.30 pm for the purpose of transacting the following business:

AGENDA

- 1. Welcome and Apologies for Absence**
- 2. Declarations of Interest** -To receive and record any Disclosable Pecuniary Interests in relation to items on the agenda.
- 3. To consider the co-option of a Councillor to fill a casual vacancy** - To receive an application and, if appropriate, resolve to co-opt a Councillor to fill the current casual vacancy.
- 4. Public Participation** - Questions and comments from members of the public (maximum 5 minutes per item/per individual).
- 5. Approval of Minutes** - To approve the minutes of the meeting held on 7th January 2026 (attached)
- 6. Police Matters**
- 7. Planning Applications** - to receive and consider any response to applications received between 24th December 2025 and 23rd January 2026 (attached).
- 8. Growing Sacriston Together in Bloom**
- 9. Parish Assets**
 - a. Bus Shelters
 - b. Village Clock
 - c. Parish Building
 - d. War Memorial
 - e. Pit Wheel
- 10. County Councillors' Reports** – to receive the information.
- 11. Reports from Group Representatives**
 - a. **Fulforth Centre** – To receive the verbal report provided.
 - b. **HR and Finance Panel** - To receive the minutes from the meeting held on 1st December 2025.
 - c. **Sacriston Allotment Association** – To receive the minutes from the meeting held on 1st December 2025.
- 12. Finance Report**
 - a. To review and approve payment of invoices received (attached).

13. Grant Application – to consider the request from Durham Hospitals Radio (attached).

14. The Woodland Trust – to consider the email from The Woodland Trust (attached).

15. Parish Noticeboard – To consider the report (attached).

16. Notice of Election – To note that the election will take place on 12th February 2026.

17. Festive Lights – To note the information (attached).

18. Date and Time of Next Meeting - Wednesday, 4th March 2026 at 6:30 PM

Signed: Mrs C Dixon (Clerk to the Council)



SACRISTON PARISH COUNCIL

**Minutes of the meeting held on Wednesday, 7th January 2026 at 6.30 pm
In The Fulforth Centre**

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr M Morrell, Cllr E Hopkins, Cllr A Page, Cllr K Wilson, Cllr E Waldock, Cllr R Sharp and Mrs C Dixon (Clerk)

Also, present was County Cllr T Robson

Apologies: Cllr D Cumiskey, Cllr G Ludlow, Cllr R Mickle, Cllr A Wray, and County Cllr J Pickard

Item No:

1. Introductions and Apologies for Absence

The Chair opened the meeting at 6.30 pm and welcomed everyone.

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

2. Declarations of Interest

RESOLVED: No declarations were received.

3. Resignation of Cllr A-M Johnson

RESOLVED: To **RECEIVE** the resignation and to declare the vacancy.

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

There was 1 member of the public in attendance.

A member of the public informed members that she would like to set up a bakery in the village, and asked members for their comments. Members advised that they thought this was a good idea and gave suggestions as to where she could look for potential premises. The member of the public then left the meeting.

5. Approval of Minutes

RESOLVED: The minutes from the Meeting held on 3rd December 2025 were accepted and signed as a true record.

6. Police Matters

County Cllr Robson provided an update regarding speeding and the drone that had been purchased.

RESOLVED: To **NOTE** the report.

7. Planning Applications

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

8. Growing Sacriston Together in Bloom

The Durham County Council grounds maintenance contract was discussed.

RESOLVED: To **APPROVE** the one-year contract with Durham County Council.

9. Parish Assets

a. Bus Shelters

RESOLVED: Nothing to report.

b. Village Clock

RESOLVED: To **NOTE** that the service cost has increased from £234 to £240.

c. Parish Building

RESOLVED: Nothing to report.

d. War Memorial

RESOLVED: Nothing to report.

e. Pit Wheel

RESOLVED: Nothing to report.

10. County Councillor Report

Cllr T Robson;

- It was advised that Sacriston's banner, which was in County Hall in committee room 2, has now been taken down, cleaned, and stored, and will be placed back up in the building.
- Actions have been raised regarding parking at The Fulforth Centre and Plawsworth Road/John Street.
- Action raised for a salt bin at Ashford Drive.
- The fly-tipped area has been cleaned by the County Cllrs and the neighbourhood warden, and inspections will be carried out.
- The fly-tipped sofa has been removed.

RESOLVED: To **RECEIVE** the verbal report.

11. Reports from Group Representatives

a. Fulforth Centre

RESOLVED: no meeting held in January.

b. HR and Finance Panel

The budget and precept were discussed.

RESOLVED: To **RECEIVE** the minutes of the meeting held on 10th November 2025. To **NOTE** the information provided about the budget and precept.

c. Sacriston Allotment Association

The AGM was discussed. Updates were provided regarding water usage and a rent increase for 2027-2028.

RESOLVED: To **RECEIVE** the minutes from the Allotment Meeting held on 10th November 2025. To **APPROVE** the AGM to be held on 15th February at 3pm in The Fulforth Centre.

12. Events

a. Celebration Event

RESOLVED: To **NOTE** this has now been cancelled.

b. Royal Garden Party nominations

c. RESOLVED: To **NOTE** there were no nominations.

13. Code of Conduct

RESOLVED: To **NOTE** the information and that the council will not be taking this forward.

14. Finance Report

The Clerk updated members regarding the current bank account balance of £61,757,00, and informed them that a VAT reclaim had been received of £2,880.92.

a. To review and approve payment of invoices received.

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

15. Budget 2026 -2027

The budget was discussed and minor amendments made.

RESOLVED: To **APPROVE** the budget for 2026-2027

16. Precept 2026/2027

a. A discussion was held regarding the precept request, and Members agreed with the information provided at the Finance Meeting.

RESOLVED: To **APPROVE** the precept request of £73,530.42, resulting in a band charge of £53.06, giving an overall increase of 15.57%. Members

APPROVED that information should be given to residents about the increase.

b. RESOLVED: To **APPROVE** the clerk and the Chair to sign the precept request.

17. Festive Lights

Discussion took place regarding the end of the current contract.

RESOLVED: To **APPROVE** the clerk to obtain three quotations for another fixed term contract. To **NOTE** that the stress testing will also require carrying out.

18. Date and Time of Next Meeting

The next meeting will be held on Wednesday, 4th February 2026, at 6.30 pm.

The meeting closed at 19.10pm.

Agreed and signed by Chair of Sacriston Parish Council

Date

Week Ending 9th Jan 2026

DM/25/03524/FPA - Carina & Luis Nausner Carvalho

23 Ashford Drive, Sacriston, Durham, DH7 6BB

Removal of the existing porch and replace with a new porch with an enlarged entrance hall and W/C

DM/25/02701/VOC - Langley Lodge Developments Limited

St Peters Court, Sacriston, Durham, DH7 6FB HEADER

Variation of Condition 2 (admissions policy) pursuant to planning permission



SACRISTON PARISH COUNCIL

HR and Finance Meeting

**Minutes of the meeting held on 1st December 2025 at 6.30 pm
The Fulforth Centre**

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr E Waldock, Cllr B Mickle, Cllr A Page, Cllr R Sharp and Mrs C. Dixon (Clerk)

Apologies: Cllr G Ludlow (Vice Chair),

Item No:

1. **Welcome and Apologies for Absence** - The Chair opened the meeting at 7 pm and welcomed everyone.
RESOLVED: To **RECEIVE** the apologies for absence.
2. **Declarations of Interest**
RESOLVED: To **NOTE** there were no declarations of interest.
3. **Approval of Minutes**
RESOLVED: To **APPROVE** the minutes of the meeting held on 10th November 2025 as a true and accurate record, and for the Chair to sign them accordingly.
4. **Finance Report**
The clerk confirmed the current bank account balance.
RESOLVED: To **NOTE** the finance report provided by the clerk.
5. **Budget 2026/2027**
The budget was discussed during the meeting, as the Clerk had been unable to arrange a suitable date for a separate budget discussion prior to the Finance Committee meeting. Members reviewed the budget line by line and made recommendations for where cuts or adjustments could be made. The Clerk advised that, as the precept had not been increased for a number of years, combined with rising costs and the Council now paying for services that previously we did not pay for, the Council's reserves would be reduced to an extremely low level if all budgets were met. An increase in the precept was discussed, and it was agreed that this would be taken to Full Council for consideration.
RESOLVED: To **CONSIDER** at the full council meeting.
6. **Invoices**
RESOLVED: To **APPROVE** the invoices.
7. **HR**
The clerk discussed an incident that had happened on Facebook regarding the Notice of Vacancy which was published. Residents were upset as they felt that this

had been done incorrectly by naming the individual and listing the reason for the vacancy. The Clerk confirmed that the correct procedure for publishing the Notice was being followed. The Clerk also informed Members that she was disappointed to have received little input or feedback from Members when she had emailed them about the situation.

RESOLVED: To **APPROVE** the Clerk to publish a Facebook post advising members of the public of the correct procedure and acknowledging the contributions of Lauren Burn.

8. Date and Time of Next Meeting

RESOLVED: To **APPROVE** the meeting to be held on Monday, 5th January 2026 at 6.30 pm

Meeting closed at 7.31pm.

Agreed and signed by Chair of Allotment Association.....

Date



SACRISTON PARISH ALLOTMENT ASSOCIATION

**Minutes of the meeting held on 1st December 2025 at 6.30 pm
The Fulforth Centre**

Present: Cllr H. Dixon (Chair), Cllr D Robson, Cllr E Waldock, Cllr B Mickle (Allotment Rep for Cross Lane), Cllr A Page, Cllr R Sharp (Allotment Rep for Daisy Hill), and Mrs C. Dixon (Clerk)

Apologies: Cllr G Ludlow (Vice Chair)

Item No:

1. Welcome and Apologies for Absence - The Chair opened the meeting at 6.30 pm and welcomed everyone.

RESOLVED: To **RECEIVE** the apologies for absence.

2. Declarations of Interest

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

3. Approval of Minutes

RESOLVED: To **APPROVE** the minutes of the meeting held on 10th November 2025 as a true and accurate record, and for the Chair to sign them accordingly.

4. Gates/Boundary Fencing -

RESOLVED: Nothing to report.

5. Treasurer's Report

RESOLVED: Bank Account Balance: £2,321.86

Cash in Hand: £30.00

Gate Key Deposit Allocation: £600.00

Total Available Funds: £1751.86

(Note: Gate Key Deposit is allocated and not available for general use)

6. Water Rates - Daisy Hill Allotments: £NIL

Cross Lane Allotments: £626.52 (In credit)

RESOLVED: To **NOTE** the water has now been turned off at Daisy Hill.

7. Matters Arising

RESOLVED: Nothing to report.

8. Vacant Allotments

Vacant Plots Cross Lane: P19 and P20. D7 has now been let.

Works Currently Underway On: Plots P14, P16, P17

Daisy Hill: 0

RESOLVED: To **NOTE** the vacant plots.

9. Waiting Lists

Currently, there are 6 applicants on the waiting list for Cross Lane.
There are 3 applicants on the list for Daisy Hill.

RESOLVED: To **NOTE** the number of applicants on the waiting list.

10. Representative Reports

Cross Lane – One of the current plot holders has expressed an interest in applying for an additional allotment. It was clarified that individuals are not permitted to hold two plots. However, if another person who has been helping on the plot, and who is not a member of the same household, wishes to apply for a plot, they may complete an application form and be added to the waiting list. There is no guarantee as to which plot would be offered.

Daisy Hill – Clerk confirmed that the plot holders were contacted about the asbestos and advised that a complaint had been received regarding it leaning on a fence which belonged to their plot.

RESOLVED: Cllr Sharp **CONFIRMED** that she will move this away from the fence, so it is not leaning on it. To give plot holders until January to move any asbestos to the orchard.

11. Application for Buildings

RESOLVED: Nothing to report.

12. Date and Time of Next Meeting

RESOLVED: To **APPROVE** the meeting to be held on Monday, 5th January 2026 at 6.30 pm

Agreed and signed by Chair of Allotment Association.....

Date

Meeting Closed at 18.35pm

AGENDA ITEM 12A

| Name | Description | NET | VAT | TOTAL | Paid |
|-----------------------------|-----------------------|------------|----------|------------|------------|
| LITE | Festive Lights | £ 2,031.20 | £ 406.24 | £ 2,437.44 | 12/01/2026 |
| Employee Pay, HMRC, Pension | Jan-26 | | | £ 1,055.78 | 26/01/2026 |
| ICO | GDPR registration fee | | | £ 52.00 | |



Radio Office ,
University Hospital North Durham,
County Durham DH1 5TW
07889928051

20th January 2026

Dear Sirs

RE: Request for support for Durham Hospitals Radio to help support patients and staff

I trust this letter finds you well.

I am writing on behalf of Durham Hospitals Radio in the hope that you might be willing to consider a request for grant support in order to help us continue our service supporting patients and their families from the Durham area during their time with us at the University Hospital of North Durham.

Originally formed in the 1960s, Durham Hospitals Radio is a registered charity (No.516714), which is staffed by volunteers and is entirely self-supporting. The station broadcasts 24/7 to the patients of the University Hospital of North Durham.

The aim of our organisation is purely to provide an entertainment and information service to patients of all ages and from all parts of our county and also to staff and visitors of UHND via an internal radio service and the internet. Our main objective is to use the power of music to aid the healing process of patients in hospital both physically and mentally as well as providing a bedside friend.

By providing this service to the people of Durham the benefit to their recovery and wellbeing is of primary importance. Our community needs this service to be available to them at a time when they are not at their strongest or feeling isolated.

This service is exceptionally popular with patients and Durham Hospitals Radio is delighted to have recently been shortlisted in seven categories for the National Hospital Radio Awards 2026 being held in Bolton in March.

More information about Durham Hospitals Radio can be found via our website:
<https://dhradio.org.uk/wordpress/>

In order to help us continue this invaluable service, we require funding to pay ongoing operating costs which exceed £3000pa (no salaries or wages as all voluntary work).

Any support at all would be gratefully received and clear reference will be made to those contributing organisations or individuals in our social media and on air.

I am happy to meet and discuss this with you in person or over the phone if you require any further information at all.

With very many thanks in advance for your consideration of this request.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'E. Thompson', with a long horizontal flourish extending to the right.

(Mrs) Eileen Thompson
Durham Hospitals Radio Fundraising Manager

Free Trees for Your Local Community from The Woodland Trust

< WilliamWard@woodlandtrust.org.uk >

Wed, 21 Jan 2026 10:01:08 AM +0000

To "clerk@sacristonparishcouncil.gov.uk"<clerk@sacristonparishcouncil.gov.uk>

Dear Clerk,

I am writing to you to make you aware of the Woodland Trust's Free Tree Packs scheme, which is open to town and parish councils like Sacriston.

At the Woodland Trust, we believe that trees help people, nature and communities thrive. Getting more in the ground can help give us a greener, healthier future, so we're encouraging communities to plant trees locally through offering free tree packs.

Our packs come in eight different species mixes of 15, 30, 105 or 420 saplings to accommodate every project and give everyone chance to plant a tree. We make two deliveries a year, in March and November, and are currently taking applications for tree packs to be delivered in November 2026. Each tree is no more than 60 centimetres tall, making them easy to transport, handle and plant. We offer support in terms of advice on where to plant your tree and how to look after your tree after you've planted it.

If you might be interested in this scheme, or are aware of a local community group, such as a local sports club, faith group, scouts or guides group, who may be interested, please do apply or encourage them to apply via this [link](#). If you have any further questions, please do not hesitate to get back in touch.

Kind regards,

William

William Ward

External Affairs Officer

Telephone: 0343 770 5626

Email: WilliamWard@woodlandtrust.org.uk

The Woodland Trust, Kempton Way, Grantham, Lincolnshire, NG31 6LL

0330 333 3300

woodlandtrust.org.uk



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14th January 2026

Sacrison Parish Council

Report to the Council – Parish Council Noticeboard

Report produced by: Claire Dixon – Clerk to the Council

Purpose of the Report:

To provide Sacrison Parish Council with information and quotations for members to be able to consider the replacement of the current noticeboard.

Background

At the council meeting held on 10th October, it was recommended by Cllr Johnson that the current noticeboard located near Front Street, Sacrison, was looking old and that any information which was placed inside was becoming difficult to read as the surface was scratched.

A discussion took place, and the Council approved for the clerk to obtain three quotes for the purchase of a new noticeboard.

Further Information

The current noticeboard is situated outside the Fulforth Centre, close to Front Street of Sacrison. The noticeboard is in a prime location for members of the public to review any information placed inside, and therefore it is recommended that it should stay in its current location.

As the surface of the noticeboard is scratched, the items are not easily readable. I refer to the Local Government Act 1972, Schedule 12, paragraph 10(2)(a), which requires that notice of the meeting (agenda) be fixed in a conspicuous place. In the case of Sacrison Parish Council, this refers to the parish noticeboard. If residents are unable to read the notice clearly, the Council should take steps to rectify this matter.

Research

The clerk has liaised with other Parish Councils in the area, has obtained information from parish/town councils further afield on Facebook and used the advice forum on the SLCC.

It was noted that from the research, quite a lot of councils have used Greenbarnes as their supplier and seemed extremely happy with the quality and price of the item.

The clerk has also researched various suppliers online and read multiple reviews of each supplier to determine which supplier would be the most suitable.

The suppliers offer multiple sizes of boards, different materials and different locking options.

The council's current noticeboard is made from aluminium and can hold up to 6 x A4 notices. The clerk has therefore researched noticeboards which are like-for-like to save

on costs; Some of the suppliers restrict the sizes, and some of the other noticeboards in different materials are quite expensive.

Quotations

I have included in my report a summary of what is provided from each supplier, and additionally included a weblink for further review.

Option 1 – Greenbarnes.co.uk 2 Bay A2 lockable contemporary external noticeboard

Size: 1100mm wide x 750mm high (without posts or header).

Display dimensions: 450mm wide x 650mm high.

Display capacity: It can hold 4 x A4 sheets in portrait orientation per bay.

Specifications:

- Post and plank frame construction
- Slim, 30mm deep aluminium framed display cases
- Powder-coated finish
- Galvanised steel back panels with white lacquered finish for use with magnets
- 4mm, vandal-resistant, Plexichoc glazing
- Side-hinged doors which can be reversed for left or right-hand opening
- Waterproof elastomer seal
- Tamper-proof locks supplied with 2 keys per glazed bay

The boards come in a range of colours. The council can include a header which could display the parish council name, something which we do not currently have. Each door has a lock and is supplied with a key. Comes with a 5 year guarantee

Cost:

| | |
|---|-------------------|
| Standard noticeboard – including the parish council's name | £1,336.56 inc VAT |
| Delivery Cost | £103.45 |
| TOTAL | £1,440.01 inc VAT |

Option 2 - earth-anchors.com 12 x A4 Aluminium outdoor noticeboard

Size: H135 X W75cm

Display capacity: It can hold 12 x A4 sheets.

Specifications:

- **Opening system:** Reversible side opening door
- **Waterproofing:** Elastomer seal in door

Anodised silver colour is standard or can be painted for extra cost. The council can include a header which could display the parish council name, something which we do not currently have. Composite lock supplied with two common keys and 12 magnets.

Cost:

| | |
|---|---------------------|
| Standard noticeboard – including the parish council's name | £856.80 (incl. VAT) |
| Delivery Cost | £93.60 |
| TOTAL | £950.40 inc VAT |

Option 3 -Noticeboardcompany.com Breeze Post Mounted External Notice Board

Display capacity: It can hold 6 x A4 sheets.

Specifications:

- 45mm deep aluminium frame
- Magnetic surface for use with magnets
- Fully powder coated inside & out
- Single door glazed with 4mm thick PETg
- Allen key lock (other options available)
- Complete with header and vinyl text
- 3m high post/posts

Comes in a range of colours. The council can include a header which could display the parish council name, something which we do not currently have. Can include magnets and keys for an extra cost. An extra cost to ensure that the posts are painted the same colour as the board (£89).

Cost:

| | |
|---|-----------------|
| Standard noticeboard – including the parish council's name | £839.98 inc VAT |
| Delivery Cost | £10.00 |
| TOTAL | £861.98 inc VAT |

Information to Consider

It seems that none of the options include installation, and this will need to be considered and may incur an extra cost.

Recommendations

The clerk recommends that although Greenbarnes noticeboard is slightly more expensive, it does look the most durable and offers the 5 year guarantee. As we are able to reclaim the VAT, this can also be considered. Greenbarnes also seems highly rated by other Parish Councils and receives good website reviews.

1. The council consider the quotations and advises the clerk which option they would prefer and approves the clerk to commence the purchase.

Festive Lights

To note the Information received below from Durham County Council regarding the festive lights

The contract we have was with Blachere which has now expired, but not sure a parish can piggyback a DCC contract so would have to check.

The structural testing, we are advising all parish council that the testing will have to be facilitated by DCC, and they will need to request testing to be carried out by us given the streetlights are our assets, the parish council will no longer be able to ask direct a structural testing company to test our assets

Happy to have a chat but lots of changes coming, especially in regards energy usage and all having to advise the council and prove the unmetered account for the energy use all the parish councils must have to pay for the energy used.