

Brinkburn and Hesleyhurst Parish Council

MINUTES OF MEETING

Meeting on: 9th May 2023
Meeting at: Longframlington Memorial Hall
Meeting Time: 7.30 p.m. following the Annual Parish Council Meeting
Present: Cllrs: Mark Fenwick (MF), Lesley Hall (LH), Vincent Milburn (VM), David Owen (DO), Jackie Scarpa (JS) Jamie Whicker (JW)
In attendance: Clerk: Garth Rhodes.

The meeting opened at 7.55 p.m.

1. **Apologies for Absence.** Steven Bray (SB)
2. **Minutes of Previous Meeting** - The minutes of the meeting held on Tuesday 14th March 2023 were reviewed, unanimously approved as a true record and signed as such. (Proposed JW, Seconded VM, All in Favour)
3. **Matters arising out of Minutes.**
 - a. Rothbury Woodland Creation. No further official information had been received. There was some speculation that the proposal was to be scaled back to only include the Garleigh and Wards Hill areas, but no revised maps were available. Also that if a revised proposal was not ready by the end of May 2023 the matter would be deferred for a further year.

LH arrived at 8.01 p.m.

- b. Proposal for Hesleyhurst Parish to join the Coquetdale Neighbourhood Plan. An email had just been received from John Devlin, Rothbury PC, to say that it now appeared it was possible to identify and form a distinct, joined-up Neighbourhood Plan area and that he would be in touch with some suggestions of dates for meetings. No further information, (which had been requested by the Clerk), had been received.
4. **Police Update** No report had been received. Clerk to write to the Community Police to give them a gentle reminder that their reports were important to the PC. **Action: Clerk**
5. **Finance**

- a. Notification of receipts since the last meeting. Approved.

04/04/2023	NCC Ref 5189527	Precept First Half	2750.00
------------	-----------------	--------------------	---------

- b. Approval of Clerk's salary, expenses, PAYE & NI and approval of Other Payments since the last meeting. Approved.

2022/23 Accounts			
28/03/2023	Garth Rhodes	Salary & Expenses (Jan- Mar)	549.79
28/03/2023	HMRC	PAYE (Jan- Mar)	<u>133.60</u>
		Total	<u>683.39</u>
2023/24 Accounts			
03/04/2023	Longframlington Memorial Hall	Room Hire CC&B Committee x2	38.00
03/04/2023	Friends of Rothbury 1st School	Donation	100.00
24/04/2023	N/land ALC	Annual subscription and website fee	156.20
24/04/2023	Rothbury JBC	JBC payment first half	256.20
		Total	550.40

- c. Requests for donations. HospiceCare North Northumberland. Our last donation of £100 was made on 3/10/2022. It was agreed to defer the consideration of donation requests until later in the year.
 - d. VAT Reclaim 2022-23. A VAT reclaim for £11.99 for defibrillator replacement pads had been made. As this was our first claim it would take HMRC a little longer to process.
 - e. Bank Reconciliation to 4th May 2022. Approved.

Bank Reconciliation at 4th May 2023			£
Balance per bank statements at 23rd April 2023			1819.26
Less unrepresented cheques			
03/04/2023	Longframlington Memorial Hall	38.00	
03/04/2023	Friends of Rothbury 1st School	100.00	
24/04/2023	N/land ALC	156.20	
24/04/2023	Rothbury JBC	256.20	
			550.40
Uncredited Deposits -			
04/04/2023	NCC Ref 5189527	2750.00	
			2750.00
Balance			4018.86
Balance per cash book			4018.86

Brinkburn and Hesleyhurst Parish Council

- f. Annual Governance and Accountability Return for 2022/23
- i) To consider and agree any actions arising from the report of the internal auditor. No Issues identified in the internal audit and all internal control objectives had been met. A vote of thanks was given to Des Barker for undertaking the audit.
 - ii) To agree the 2022/23 Statement of Control. Approved.
 - iii) To approve 2022/23 – Certificate of Exemption . Approved.
 - iv) To approve Sections 1 - Annual Governance Statement. Approved
 - v) To approve Section 2 - Accounting Statement along with Annual Accounts Explanation of Variances, and Final End of Year Bank Reconciliation. Approved.
 - vi) To agree the period for the Exercise of Public Rights. The date for the period of inspection commencing on 5th June 2023 and ending on 14th July 2023 was agreed.
- g. Annual Insurance. A detailed application for the PC Zurich insurance account (through NCC) for the next five years had been submitted. As this was a group insurance, it was likely to be competitively priced but Clerk to review this when informed of the premium. **Action: Clerk**

6. Climate Change & Biodiversity (CC&B)

- a. Proposal that Climate Change & Biodiversity becomes a standing item on the agenda. Agreed. Proposed DO, Seconded JS. All in Favour.
- b. To approve the Climate Change & Biodiversity Strategic Plan 2023 -2028. The Council recognised this would be an organic plan which would develop during its lifetime. Proposed DO, Seconded JS, All in Favour
- c. To approve purchase of x2 litter picking safety signs. Patricia Welch had been in consultation with the NCC officer responsible for 'litter picking' volunteering. It was recommended that we obtain two mobile safety 'Litter picking in progress' signs. NCC could provide these at a cost of £53 (net) each. The Council was asked to approve this expenditure. It was proposed that an initial budget of £400 be set aside for CC&B projects, to be controlled by the CC&B committee. Proposed DO, Seconded VM. All in Favour.
- d. Invasive plants along streams and rivers: Northumberland Rivers Trust Project. The Northumberland Rivers Trust had received funding to actively treat invasive plants along our streams and rivers this summer and autumn. This matter was delegated to the CC&B committee.
- e. LOVE Northumberland Awards 2023 - Rewarding community achievement. Patricia Welch had been encouraged by NCC to ask BHPC to put in an application for our environmental work for this year's awards. Given that it was early days for our environmental work and that there was limited time to put together the application, it was agreed to postpone putting in a bid until next year, when we should have significant evidence of our achievements.
- f. Quote for fencing repair to Parish Playing Field. JW had received one quote of £555 inc. VAT for this work. This matter was delegated to the CC&B committee to work up a proposal to the WWFCF.
- g. Litter Picking. A litter picking event on the B6344 around Todstead (after road closure) to take place on Sunday 4th June at 9.45. Parking available at LH's. LH to pursue the issue of insurance cover for volunteers. All Welcome. **Action: LH**

7. Planning – To note and discuss any planning issues since previous meeting.

Reference	Address	Type	BHPC Comment
22/04078/FUL	Land South West Of Wardhill Farm House	Permitted	See previous minutes for comments
22/01568/LBC	Cockshot Farmhouse	Application Registered	See previous minutes for comments

8. Highways

- a. Highways and Footpaths Report . The style adjacent Embleton Terrace had been repaired.
- b. Report on issues raised/ to raise with Highways Department . Pothole repairs had been undertaken including emergency repairs between the Lee Siding and Embleton Terrace and were a great improvement. NCC had said that the team would be coming back around 9th May to complete the work but given that the additional emergency repairs that had been carried out, Clerk to check whether this was still the case. Also, to report the stretch of road between the Lonning and the B6342 which was badly in need of some pothole attention. The line marking at the New Houses junction on B6344 had been completed and was much appreciated. The hedging growth at the underpass section of A697 at Weldon Bridge and particularly the dangerous overhang of branches onto the road, on the slip road from A697 onto the B6344 going north was still outstanding. Clerk to report. **Action: Clerk**

9. Wingates Wind Farm Community Fund

- a. Defibrillator Project Final Report - Request for Bank statements. Further to the report and financial information submitted, WWFCF had asked we produce bank statements for all project financial transactions as evidence of expenditure.
- b. Proposals for new projects. . Clerk had written to WWFCF to request if it would be possible to submit an overarching submission for the 5-yr CC&B Plan (which would have a number of individual projects within it, which would evolve over time).The Council agreed that the CC&B Committee oversee the development of projects to be included within the application and to draw up the submission to WWFCF on their behalf. It was agreed to request an overarching grant of £10,000 over the first two years. Clerk to correspond with Julia Plinston on this matter. **Action: Clerk**

10. Coquetdale Cluster Meeting

- a. Items to discuss from the April Cluster Meeting. JS reported on the development of BHPC's CC&B Plan and Committee and there was much interest from other parishes. There was no further development on the Coquetdale Neighbourhood Plan.

Brinkburn and Hesleyhurst Parish Council

- b. Items for next Cluster Meeting Agenda. Members were asked to submit any items for the next agenda to JS/Clerk. **Action: All**
11. **Cemetery & Joint Burial Committee Reports**
- a. Longframlington Cemetery. No issues to report
- b. Rothbury JBC. VM had been unable to attend the last meeting and there were no significant issues to report.
12. **Proposal for new Gym and Swimming Pool in Rothbury** It was agreed that the Clerk write to the Leader of the Council to express the views of members that it was essential that swimming along with health & fitness facilities be maintained in Rothbury & Coquetdale to at least the standard that it had enjoyed until the current swimming facilities at the Thomlinson Middle School had become unfeasible. There was some serious concern that the loss of the provision at the Middle School was already having an effect on the health and wellbeing of residents. For example the numbers of young people progressing into the Alnwick Dolphins from the Rothbury area had significantly declined since the closure of the pool, which gave an indication that the young people of the area were not taking up swimming, due to the lack of provision The Parish Council would welcome an update on how the provision in Rothbury & Coquetdale can be maintained. **Action: Clerk**
13. **Consultation on draft recommendations for division boundaries in Northumberland**. The Boundary Commission had issued a consultation on boundary changes to County Council Divisions. It was proposed that Brinkburn & Hesleyhurst move into Longhorsley Ward. This could have some important implications for the Parish, e.g. arrangements for Schools, local amenities and services, Coquetdale Neighbourhood Plan/ RJBC/Longframlington Cemetery/ Emergency Action Plans etc. The consultation period would end on 10th July. It was agreed that this was an important consultation and that this information be placed on the PC Webpage. Members were asked to disseminate this information to residents and encourage them to submit comments. Members to submit their comments to the Clerk by the end of May. DO and Clerk to draw together the PC response for submission to the Commission. **Action: DO/Clerk/ALL**
14. **Any Other Business**. None.
15. **Date of and Venue for Next Meetings over the forthcoming year.**

Tuesday	12 th September 2023	at 7.30 p.m.in the Longframlington Memorial Hall
Tuesday	14 th November 2023	at 7.30 p.m.in the Longframlington Memorial Hall
Tuesday	9 th January 2024	at 7.30 p.m.in the Longframlington Memorial Hall
Tuesday	12 th March 2024	at 7.30 p.m.in the Longframlington Memorial Hall
Tuesday	14 th May 2024.	directly after the Annual Parish Council Meeting at 7.30 p.m.in the Longframlington Memorial Hall

Garth Rhodes, Clerk, 5 Wardle Terrace, Longframlington, NE65 8AB, Tel: 01665 570347, Email: Clerk@Brinkburn.net