

The minutes of the Ordinary Meeting of Acklington Parish Council held 7.00pm 7<sup>th</sup> July 2020 via Zoom.

**PRESENT:** Cllrs J Newton (Chair) L Craig, E Critchlow, D Barras, N Gair, S Ingleby, S Malone, T Mezza, S Thorpe and the Parish Clerk Miss E Brown.

Also, present County Councillor J Watson

**C013/20 Apologies for absence** – Cllr Orr – The apologies were received.

**C014/20 - Declarations of interest in items on the Agenda and the granting of any dispensations** – None.

**C015/20 Minutes of previous meeting**

**RESOLVED that:** the minutes of the Annual Meeting of the Council held 5<sup>th</sup> May 2020 be agreed as a true record.

**C016/20 Clerks Report**

The Clerk provided an update on matters from the last meeting.

It was noted with thanks that Councillor Newton had completed the refurbishment of the coal tubs.

**C017/20 Standing Item – Report from County Councillor**

County Councillor Watson continued to chase up the installation of the Vehicle Activated Speed Sign with NCC. Crossroad to join Warkworth Road – a request had submitted to have overgrowth cut back. County Councillor Watson informed he had funding remaining in his Members Small Scheme, it was suggested that this could be beneficial to the play area works or the footpath warden scheme. Funding had also been promised to the Village Hall.

Covid-19 anti-body tests had been carried out by NCC; residents of Northumberland were noted to have a low number of anti-bodies. Cllr Watson praised the residents of Northumberland in how well they have handled these unprecedented times.

**C018/20 Annual Governance and Accountability Return for 2019/20**

- i. To consider and agree any actions arising from the report of the internal auditor – Members were presented with a copy of the Internal Auditors Report.  
**RESOLVED that** the minor recommendations be accepted.
- ii. approve the Annual Governance Statement 2019/20 – Members were presented with the Annual Governance Statement.  
**RESOLVED that** the Annual Governance Statement be approved and signed by the Chairman.
- iii. **To approve the annual accounts for 2019/20** – Members were presented with the Accounting Statement.  
**RESOLVED that** the Accounting Statement be approved and signed by the Chairman.

- iv. **Explanation of Variances** -Members were presented with the explanation of variances.  
**RESOLVED that the variances be noted.**
- v. **Certification of Exemption** – Members were presented with the Certificate of Exemption.  
**RESOLVED that** Acklington Parish Council be exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

- vi. **Notice of public rights.** Members were presented with the notice of public rights publication of Annual Governance Statement (Exempt Authority) –  
**RESOLVED that** the audit and accounting records be made available for public inspection during the period 17<sup>th</sup> July to 28<sup>th</sup> August.

**C019/20 Finance:**

- a) Financial Summary at 30<sup>th</sup> June 2020 Treasurers Account £1093.09, Business Bank Instant £13666.27
- b) Bank Reconciliation and Budget Monitoring at 30<sup>th</sup> June 2020  
**RESOLVED that** the bank reconciliation and budget monitoring documents be received.
- c) Payments  
**RESOLVED that** the following payments be agreed.

19/05/2020	555	Widescope	Hard drive	£71.99
07/07/2020	556	Clerk	Wages/expenses	£213.91
07/07/2020	557	HMRC	PAYE	£44.20
07/07/2020	558	Cancelled Cheque		0.00
07/07/2020	559	J A Ainsworth	Internal Audit	£80.00

The Clerk provided an update on the issues with the corrupted USB stick and the laptop. It was agreed that costs for a replacement laptop/netbook be brought back to the next meeting.

- d) Receipts  
**RESOLVED that** the following receipts be noted.

11/05/2020	Lloyds Bank	Interest	£0.47
09/06/2020	Lloyds Bank	Interest	£0.42

Lloyds Internet Banking – arrangements are being made to move to online banking.

**C020/20 Planning:**

There were no planning matters for consideration.

**C021/20 To adopt revised Safeguarding Policy**

**RESOLVED that** the Safeguarding Policy be adopted.

**C022/20 To consider the purchase of a post mounted litter bin for 101/007 – Cllr Malone**

Following an increase of dog fouling incidents at Station Wood, it was suggested a bin be located in the layby. Northumberland County Council had no issue with the installation of a bin but would prefer a ground mounted bin be provided. The parish council would have to cover the cost. Signage was also discussed as an option for encouraging dog owners to behave responsibly and not allow their dogs to foul the footpath.

**RESOLVED that** signage be installed to deter dog fouling in the first instance.

**C022/20 Acklington Village Hall Trustee Arrangements**

Cllr Critchlow would forward the documents requested by the Clerk subject to being able to access the village hall due to Covid-19 restrictions.

**C023/20 Consultation for Street Naming adjacent Acklington Village Hall**

The Parish Council had been invited to consult on the naming of the estate as Cheviot Meadows.

**RESOLVED that** the Council agreed to support the name Cheviot Meadows.

**C024/20 Concerns of play areas being used as an exercise area and car park – Cllr Mezza**

A member informed of increasing numbers of cars parking on the grass in front of the play area and adults using the play areas for exercise. It was noted that the adult use was likely a consequence of the gyms being closed.

**RESOLVED that** signage be installed requesting 'NO PARKING ON THE GRASS'

**C025/20 Re-opening of Village Play Area**

The re-opening of the play area was discussed and the following documents were noted to have been circulated by the Clerk:

- A statement on re-opening play areas from the Association of Play Industries (API),
- Covid-19 Risk Assessment template - to be completed,
- Sample signage taken from the Weymouth template in the API guidance, and
- the recent RoSPA inspection carried out by Play Safety.

**RESOLVED that:**

- The Council agree to complete the risk assessment, meeting on site and delegating this task to the Clerk and Councillors Barras, Newton and Mezza.
- The completed risk assessment be circulated to all Council Members and our Insurance Provider for endorsement,
- Signage be arranged advertising the agreed re-open date.

The RoSPA report was noted to show that the play area is generally in a good condition. The Council plan on replacing the slide in the future applying for funding which requires proof of consultation with the community. The Clerk is working on some visuals with play companies so the Council can carry out a brief consultation locally over the summer, perhaps with a focus group.

Next meeting: Ordinary Meeting of the Parish Council TUESDAY 1<sup>st</sup> September 2020 at 7.00 pm.