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# Brinkburn and Hesleyhurst Parish Council

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A Meeting of the Brinkburn & Hesleyhurst Parish Council will be held on  
Tuesday 14<sup>th</sup> May 2024  
immediately following the Annual Parish Meeting at 7.30 p.m.  
In the Memorial Hall, Rothbury Road, Longframlington

## AGENDA

- 1) **Apologies for Absence.** Notification from councillors who are absent from this meeting.
- 2) **Table Urgent Business to be discussed in 17 below.** Only urgent items councillors have become aware of since the publication of the agenda will be discussed at the end of the meeting.
- 3) **Declaration of Interests.** Declaration from councillors of a personal interest they may have in any matters on the agenda.
- 4) **Gifts and Hospitality.** Declaration from councillors if any received.
- 5) **Minutes of Previous Meeting** - To approve the minutes of the meeting held **12<sup>th</sup> March 2024**.
- 6) **Matters arising out of Minutes.** To receive updates on matters not appearing elsewhere on the agenda including:
  - a) Review of polling districts and polling places.
  - b) Sale of Rothbury estate
  - c) Review of GDPR procedures
  - d) Declaration of Pecuniary Interests
- 7) **Police Update**
- 8) **Finance**
  - a) Notification of receipts since the last meeting
  - b) Approval of Clerk's salary, expenses, PAYE & NI and approval of Other Payments since the last meeting.
  - c) VAT Return 2024-24.
  - d) Bank Reconciliation.
  - e) Annual Governance and Accountability Return for 2023/24:
    - i) To consider and agree any actions arising from the report of the internal auditor
    - ii) To agree and sign the 2023/24 Statement of Control
    - iii) To approve Sections 1 - Annual Governance Statement
    - iv) To approve and sign Section 2 - Accounting Statement
    - v) To approve the Annual Accounts, Explanation of Variances, and Final End of Year Bank Reconciliation
    - vi) To approve and sign the 2023/24 Certificate of Exemption
    - vii) To agree the period for the Exercise of Public Rights
  - f) Requests for donations.
  - g) Annual Insurance
- 9) **Planning.** To note and discuss any planning issues since previous meeting.
- 10) **Highways**
  - a) Highways and Footpaths Report
  - b) Report on any issues raised/ to raise with Highways Department
- 11) **Climate Change & Biodiversity Committee.** To receive a report from the Committee
- 12) **Wingates Wind Farm Community Fund including:**
  - a) Report including feedback on proposals on discussions for provision of telephone and internet for those without provision.
  - b) Proposals for new projects
- 13) **Emergency Planning**
  - a) To receive a report on Whitton & Tosson Parish Council's emergency planning developments
  - b) To discuss the possibility of developing of a BHPC Community Flood Plan.
  - c) To review emergency response links with Longframlington and Rothbury
  - d) To discuss possible emergency response arrangements with the Longhorsley Division.
- 14) **Longhorsley Division.** To agree investigations into the Longhorsley Division which the Council will join in 2025 and to ascertain the necessity for a newsletter to residents on this matter once we have gathered enough details to inform them.
- 15) **Coquetdale Cluster Meeting**
  - a) Items to discuss from the latest Cluster Meeting
  - b) Items for next Cluster Meeting Agenda
- 16) **Cemetery & Joint Burial Committee Reports**
  - a) Longframlington Cemetery
  - b) Rothbury JBC
- 17) **NCC Local List Consultation 2024: Planning application requirements**
- 18) **Any Urgent Business**
- 19) **Items for Next Meeting**
- 20) **Dates and Venue for Meetings over the Forthcoming Year.**

Public questions must be submitted to the Clerk at least 48 hours in advance of the meeting.

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# Brinkburn and Hesleyhurst Parish Council

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