

## BYWELL PARISH COUNCIL

### Minutes of Council Meeting and AGM held on Monday 16<sup>th</sup> May 2022 at Newton & Bywell Community Hall at 7.10pm

Present: Cllrs Gillespie, Wright, Richardson, Harrison, Gallagher. Also in attendance - Monica Anderton, Clerk; Cnty Cllr – Waddell and Michael Jessop

1. **Apologies received:** None
2. **Standing Orders:** these were approved.
3. **Election of Chair/Vice-chair:** Cllr Richardson proposed and Cllr Wright seconded that Cllr Gillespie be elected Chairman. This was agreed. Cllr Gallagher proposed and Cllr Harrison seconded that Cllr Wright be elected as Vice Chair.
4. **Cooption of new Councillor:** Michael Jessop was formally elected by all as Councillor. This provides a full complement of Councillors for the time being.
5. **Declarations of Interest:** None
6. **Minutes from meeting of 21st March 2022:** These were agreed as a true record.
7. **Matters arising:** None
8. **Reports: Chair's report:** As reported for the APM. Additionally, Cllr Gillespie indicated that he would probably stand down as Chair at the end of the year after the new Councillors have had time to become accustomed to Council matters.  
**County Councillor report:** Cllr Waddell reported in more detail on the planning issues in East Tynedale regarding S.106 agreements. This had been reported in the media as well. It was noted that under the County's new Planning Document, S. 106 monies would be in a central pot and could be distributed, albeit to a lesser amount than originally expected by the East Tynedale parishes who had applied under the old Plan which had been used.  
Cllr Waddell noted she had had no applications yet for her small schemes funding. She was also asked if she can find out what is causing regular flooding across on one of the roads; and also if she has input on road matters in rural areas as relating to planning applications. There is concern that in some parts of the Parish, applications can be turned down over Highways matters and this is detrimental to the rural community.
9. **Planning:** 22/01590/VARYCO – Variations of conditions on Land north of Shaw House cottages – newly circulated;  
22/00937/FUL – Conversion and change of use of storage building at Stelling Cottage south; the Parish council objected to this;  
22/00977/FUL – remodel house to include pitched roof at East Crookhill: Council had no objections to this;  
22/00997/FUL – conversion of building to one residence at land on Beech Close Farm: the Council objected to this;

21/02420/FUL – Conversion of building to new residence on land north of St James' Church – Permission granted.

10. **Correspondence:** E-mails from NCC, NALC and CAN on various topics

11. **Finance:** Several points were agreed re finances: Cllr Jessop would be added as a third account signatory and viewing only on-line of bank statements would also be arranged for the signatories; Extra insurance quotes would be obtained when due for renewal next year; and the Clerk would circulate the auditor's report to Councillors and also the format for the audit procedures. (Completed audit and accounts are placed on the website as usual to comply with legal requirements).

a) The Balance on the account at 30th April was £9562.17, including the first tranche of precept;

b) The Audit Exemption Certificate was approved;

c) The Annual Governance statement was approved;

d) The revised Risk Assessment was noted;

e) To note that the Internal audit had been received with no actions needed;

f) The Accounting Statement for 2021/22 was approved;

g) The following payments were authorised:

Clerk, Salary, March 2022	£299.89
Clerk, Salary, April 2022	£304.98
Clerk, Salary, May 2021	£304.98
Gallgher, Insurance	£631.14
P B Basnett, internal auditor	£60.00
NALC Annual subscription 22/23, including website hosting	£185.00
NBCT, room	£16.00
Clerk, expenses to date	£54.39

h) To Note formal approval of annual accounts 21/22 from previous APM;

12. **Information received:** CPRE – Spring edition; Clerks & Councils Direct

13. **AOB:** ~ There was some discussion about the possible placing of an EV charging point in the car park; The leases would be checked for who has the proper authority to say if it should be done (all other conditions being agreeable). The change of the Trust to a CIO suggests that the lease should have been changed at the time. The Clerk will check the paperwork on this and try and ascertain the correct facts.

14. **Date of next meeting:** Monday 18<sup>th</sup> July 2022 at 7.00pm

Chair:

Date:

