

LONGFRAMLINGTON PARISH COUNCIL

A MEETING OF LONGFRAMLINGTON PARISH COUNCIL WILL BE HELD ON

Wednesday 5th February 2020 at 7.00 p.m.

IN THE MEMORIAL HALL

A G E N D A

- 1) **Apologies for Absence** - Notification from councillors who are absent from this meeting.
 - 2) **Table Urgent Business to be discussed in 18 below** – only urgent items councillors have become aware of since the publication of the agenda will be discussed at the end.
 - 3) **Declaration of Interests** - Declaration from councillors of a personal interest they may have in any matters on the agenda.
 - 4) **Gifts & Hospitality** - Declaration from councillors if any received.
 - 5) **Community Police Report**- To receive a report from the Community Police representative.
 - 6) **County Councillors Report** - To receive a report from the County Councillor.
 - 7) **Minutes of Previous Meeting** - To approve the minutes of the meeting held on 5th February 2020.
- Housekeeping Issues** – These issues should take no longer than 60 minutes to deal with.
- 8) **Matters Arising out of Minutes** - To receive updates on the following matters not appearing elsewhere on the agenda:
 - a) Traffic calming measures.
 - b) Condition of grit bins
 - c) VAS sign North End of Village
 - d) Memorial Hall car park surface
 - e) Pot holes Rothbury Road and C106 east of Harrogate Lane
 - f) Road signs recently broken due to high winds
 - g) Fenwick Park Gritting
 - 9) **Meetings to Attend / Attended** - To receive reports of meetings attended by councillors or clerk and agree any meetings to be attended.
 - 10) **Finance**
 - a) Notification of receipts in the month.
 - b) Approval of Clerk's salary, expenses, PAYE & NI and approval of Other Payments.
 - c) Requests for donations.
 - d) Bank Reconciliation to 29th February 2019.
 - 11) **Village Activities** – To note any forthcoming village activities.
 - 12) **Allotments**
 - a) Management including:
 - i) Allotment fees
 - b) Maintenance including:
 - i) Receipt of written allotment inspection report & actions
 - ii) Quote for the hire of a machine to remove the build-up of collective rubbish in plot 7b
 - 13) **King George V Playing Field** including:
 - a) Sports Court & Playground inspection report and review of assets
 - b) Erosion on the mound & exposed concrete around main slide.
 - c) Perimeter boards to mini-slide.
 - d) Painting of main gate
 - 14) **Planning**
 - a) To note any planning issues since previous meeting.
 - 15) **Action Plan – March 2020**
 - a) Website - Review website and implement content improvements where possible.
 - b) Village Inspection – check, roads, pavements, Tree Review and infrastructure for report to NCC
 - c) Annual Village Meeting – prepare
 - d) FramNews Report – identify councillor to write it
 - e) Annual Accounts – Produce Annual Accounts For Parish Council and Joint Burial Committee, arrange final internal audit etc
- Main Issues** – These issues are allocated a longer time for discussion.
- 16) **Neighbourhood Plan.**
 - 17) **Review of Policy and Procedural documentation** including recommendations for mission statement, policy and procedures in respect to environmental issues and GDPR.
 - 18) **Any Urgent Business**
To hear any other urgent matters councillors have raised in 2 above.
 - 19) **Agenda Items for, and Date of Next Meeting**
To note the date of the next meeting and any agenda items.

Garth Rhodes – Parish Clerk, 5 Wardle Terrace, Longframlington, Northumberland NE65 8AB. E-mail longframlingtonpc@gmail.com

