

Acklington Parish Council Agenda

Clerk: Clair Lewis
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To Members of Acklington Parish Council

You are hereby summoned to attend the Annual Meeting of Acklington Parish Council on Tuesday 7 March 2023 at 7:00pm for the purpose of transacting the following business. The Meeting will be held in Acklington Village Hall.

C Lewis
Parish Clerk & Responsible Financial Officer

OPEN SESSION

At the invitation of the Chairman to consider any questions from members of the public prior to commencement of the business to be transacted on the agenda. Questions are limited to a 15-minute period or 3 minutes per person.

AGENDA

BUSINESS TO BE TRANSACTED

1. Apologies for absence

To approve any apologies for absence

2. Disclosure of Interests

To disclose any interests in items on the Agenda and the granting of any dispensations

3. Minutes of previous meeting

To approve as a correct record the minutes of the Meeting of the Council held 3 January 2023 (Pg 4-6)

4. Standing Item – Report from County Councillor

To receive a report from County Councillor Watson

5. Planning

To consider any planning matters in circulation (if required). Acklington Parish Council is a consultee on planning applications within the parish. All planning decisions are taken by NCC. Planning applications can be viewed and commented upon via the NCC Public Access Planning Register:

<https://www.northumberland.gov.uk/Planning/Planning-and-building.aspx>

22/02757/FUL and 22/02758/LBC	Guyzance Hall – Proposed demolitions, construction of new kitchen/day room, new leisure wing which includes swimming pool, gym and plant room, new garaging and plant room, new observatory and entrance along with associated internal changes to Hall and external landscaping	No longer on NCC website
22/02759/VARYCO	Guyzance Hall – Variation of conditions 1, 8 and 9 on approved application 21/02792/VARYCO; variations are sought to Planning Condition 1 of existing planning consent to allow improvements to Hall to take place as well as continued use of Hall for events. These changes impact Planning Conditions 8 and 9	No longer on NCC website
22/02752/LBC	Guyzance Hall – Minor changes to Guyzance Hall by varying Planning Condition 1 which includes the following 1 - Minor changes to Events	No longer on NCC website

	Venue internal layout space at ground and first floor levels; 2 - Changes to Southern elevation of ballroom; 3 - Demolition of small building on Northern side of building and replace with new building ancillary to proposed planning application; 4 - Construction of new small entrance porch. This is also ancillary to proposed planning application.	
22/02845/FUL	Land North of 18-24 Acklington Village and Former Acklington School – Demolition of existing redundant buildings and construction of four residential dwellings, gardens, access road, open space and other ancillary works	Pending
22/03118/FUL	Rigg and Furrow Brewery – Change of use of agricultural barn to function space and retrospective approval for tap room to existing brewery	Pending
22/04015/FUL	The Ferns, Acklington Road – Proposed garage conversion and extension	Permitted
22/04493/VARYCO	Barnhill Farm Guyzance – Removal of condition 27 (sustainable building) on approved planning application 22/00995/VARYCO in order to address requirements	Pending
22/04490/VARYCO	Barnhill Farm Guyzance – Variation of condition 2 (approved plans) on approved application 22/00995/VARYCO in order to allow the development to receive hydro-electric power from the hydro-electric plant now built on the River Coquet, provide a better design of the residential units comprising this development and include roof mounted solar energy panels	Pending
22/04086/FUL	Land West of Burnbrae Acklington Road – New build bungalow in the garden of Burnbrae	Withdrawn
23/00610/VARYCO	Land North East of Keepers Cottage Acklington – Variation of Condition 2 (Approved Plans) and 9 (Construction Environment Management Plan) on approved application 21/00697/VARYCO in order to redesign the Powerhouse roof and superstructure; variation to the voidspace at the inlet; and approval to the proposed mitigation works	Pending

6. Finance:

- a. To receive Financial Summary and bank reconciliation to 28 February 2023 (Pgs 7-8)
- b. To authorise payments

Supplier	Reason	Amount
Robson & Cowan	Footpaths Equipment – Service (paid by credit held with Robson & Cowan)	£76.00
S Malone – reimbursement	Footpaths Working Group – Fuel	£36.55
Robson & Cowan	Footpaths Working Group – Purchase of long-reach hedge trimmer and accessories (paid with remaining credit held with Robson & Cowan and BACS of balance)	£1,228.94
Bentham Ltd	Stationery – Printer paper	£23.94
Acklington Village Hall	Neighbourhood Plan Room Hire	£45.00
Robson & Cowan	Footpaths Working Group – Parts	£15.02
Zurich	Insurance – additional premium to increase cover	£156.03

c. To note receipts

Date	Source	Reason	Amount
9/11/22	Lloyds	Interest	£1.29
9/12/22	Lloyds	Interest	£2.76

7. Defibrillator

To receive an update and to agree next steps

8. Footpath Working Party Update

To receive an update from the Footpath Working Party

9. Neighbourhood Plan

To receive update from the Neighbourhood Plan Steering Group

10. Streetlights

To receive update and to agree any actions

11. Play Area

To receive update and to agree any actions

12. Bins

To receive update and to agree any actions

13. Noticeboard

To receive update and to agree any actions

14. Village Signs

To discuss village signs and to agree any actions

15. Items for Next Agenda

16. Date of Next Meeting

Tuesday 2 May 2023 at 7:00pm, Acklington Village Hall

ITEM 3 – DRAFT MINUTES

The minutes of the Meeting of Acklington Parish Council held on 7.00pm on 3 January 2023 at Acklington Village Hall.

PRESENT: Cllrs D Barras, S Ingleby, S Malone, T Mezza, J Newton (Chairman), S Shanks, S Thorpe.

Open Session

Mrs Williams attended to provide an update on the defibrillator situated at the Village Hall.

- a. Mrs Williams and Cllr Newton agree to be guardians of the defibrillator when it was installed. At the time, the only stated requirement was that the guardians should carry out a monthly check on the defibrillator to ensure everything was working.
- b. Since its installation, there have been a number of problems with the defibrillator. The original battery was changed twice in six months. In June 2021 the battery failed again. In July 2021 the defibrillator was recalled to be recalibrated. This took place over three days: Mrs Williams was asked to make herself available on Day One for collection (no specified time slot) and again on Day Three for drop off (no specified time slot). In July 2022 the defibrillator was recalled for a second time as the first recalibration had not worked. The collection courier turned up three days early. In November 2022 the defibrillator was again recalled. The pads expired around the same time and Mrs Williams replaced these with the spare set, which has an expiry date of April 2023. In December 2022 Mrs Williams received an email stating that the defibrillator had been used in an emergency and had been taken 'offline' until it could be checked: it had not been used. Following recent cold weather the battery is now showing as 'dead'.
- c. In the meantime, Mrs Williams was asked to register the defibrillator on The Circuit, a new national database. It was very difficult to register. There was no option to include a second guardian. All emails therefore go to Mrs Williams only. The pre-set address for the defibrillator is that of a former Village Hall treasurer and there appears to be no way to change this on the system. Mrs Williams was told 'not to worry about this, because the dot on the map is in the right place'.
- d. Mrs Williams has spent several days trying to contact CU Medical about the battery and pads. It is very difficult to get hold of them. The Parish Council should not have to pay for a new battery when the current one has failed after only 18 months.
- e. Mrs Williams would like some support and asked the Parish Council to try to recruit some additional supporting guardians.

The Parish Council thanked Mrs Williams for her hard work and efforts, which have been considerable.

The Chairman opened the meeting.

2022/63 Apologies for Absence

Cllr L Craig, County Cllr J Watson

2022/64 Disclosure of Interests

None

2022/65 Minutes of Previous Meeting

RESOLVED that the minutes of the Meeting of the Council held 1 November 2022 were agreed as a true record.

2022/66 Planning

- a. 21/04696/FUL – Land West of Barnhill Farm Cottages Guyzance. Cllr Ingleby attended NCC’s Local Area Council (North) Planning Meeting and spoke on behalf of the Parish Council against this application. County Cllr Watson abstained from the vote, stating that he was undecided. Three councillor voted against, and four voted for the application.
- b. 22/04490/VARYCO and 22/04493/VARYCO – Barnhill Farm Guyzance. County Cllr Watson spoke against senior planning officer advice. 22/04490/VARYCO is increasing the number of units from six to seven. The Parish Council will object to this increase.
- c. 22/02845/FUL – Land North of 18-24 Acklington Village. There have been two additional comments made on the Planning Portal. The NCC Building Heritage Officer and Ecologist have raised objections. The Black Poplar needs to be protected. New tree should be propagated by cuttings and planted off-site elsewhere in Acklington as a safety measure. The dead wood should be retained on-site or at a suitable off-site location.
- d. 22/04015/FUL – The Ferns Acklington Road. The Parish Council noted that applications are not always accurately described in the ‘subject line’. This application is to convert the garage into a residential flat. The Parish Council has no objection in principle but would like to see a restriction imposed to make any residential unit ancillary to the occupancy of the main house and not a primary residence or holiday let.
- e. 22/04086/FUL – Land West of Burnbrae Acklington Road. There has already been some development in the rear garden of this property. The Parish Council do not believe that the land proposed for this development is ‘garden’ but is actually agricultural land. The Parish Council will object.

2022/67 Finance

- a. The financial summary, bank reconciliation and budget monitoring to 27 December 2022 was received.
- b. **RESOLVED** to authorise the following payments.

Supplier	Reason	Amount	Payment Ref
Robson & Cowan	Footpaths Equipment – Service (paid by credit held with Robson & Cowan)	£95.36	
Robson & Cowan	Footpaths Equipment – Service (paid by credit held with Robson & Cowan)	£95.36	
Robson & Cowan	Footpaths Equipment – Service (paid by credit held with Robson & Cowan)	£188.34	
Robson & Cowan	Footpaths Equipment – Service (paid by credit held with Robson & Cowan)	£150.19	
NCC	Grass Cutting Service Level Agreement	£1,663.04	

- c. The following receipts were noted.

Date	Payee	Reason	Amount
9/11/22	Lloyds	Interest	£1.29
9/12/22	Lloyds	Interest	£2.76

2022/68 Budget for the Year Ending 31 March 2024

- a. Peter Basnett has retired and a new internal auditor will be needed. A higher budget allocation of £200 has therefore been included to allow flexibility in finding someone for this role.
- b. Cllr Ingleby will ask the Village Hall whether they intend to make a request for a donation.
- c. The insurance premium is likely to increase due to the increased cover to be put in place.
- d. An allocation of £1,000 will be sufficient for the Footpaths Group. The equipment is in good condition.

- e. **RESOLVED** to agree to the extra grass cuts by NCC at additional cost.
- f. **RESOLVED** not to proceed with the bench purchase for the Jubilee now that the trees have been planted.
- g. **RESOLVED** to agree the Budget as drafted.
- h. **RESOLVED** to set the Precept at £9,760.

2022/69 Footpaths Working Group Update

- a. A dangerous rusty gate has been removed from where it was embedded in mud on Rake Lane. The Parish Council thanked Cllr Mezza who led on this.
- b. A new pedestrian access point has been installed at Temple Wood to replace the previous double gate. Horses are able to get through.
- c. Six stiles have been cleared by volunteers on Footpath 101/015 and the landowner has cut back the hedges and footpath surface from Bunny Lane to Woodside Burn (700 metres). This is a great example of the volunteers and landowner working together to complete a sizeable job.
- d. The saplings planted in April at the end of Bunny Lane are doing well. New heftier stakes have been installed to give more support.
- e. The equipment has been serviced by Robson & Cowan ready for work to start again in the Spring.
- f. The permissive path next to the Village Hall remains closed due to an unsafe culvert. Cllrs Malone and Mezza are working to make this safe.

2022/70 Neighbourhood Plan

- a. The Neighbourhood Plan Steering Group met without the Planning Consultant in December to make progress on review of the draft policies.
- b. The Guyzance members are meeting to look at the Guyzance conservation issues in more detail.
- c. The next Steering Group meeting is planned for January, following which the draft Plan will be presented to the Parish Council.

2022/71 Streetlights

67AA is still not working. The Clerk will report it again. There are two still not numbered.

2022/72 Defibrillator

Discussed above during public open session. No decisions taken.

2022/73 Items for the Next Agenda

- Noticeboard
- Bins
- Play Area
- Village Signs

2022/74 Date of Next Meeting

Tuesday 7 March 2023 at 7:00pm, Acklington Village Hall.

The Chairman closed the meeting at 8:34pm.

Bank Reconciliation and Budget Monitoring

ACKLINGTON PARISH COUNCIL						
Financial Position at 28 February 2023						
BALANCE b/f at 1 April 2022				15,724.04		
RECEIPTS			Budget	Actual		
VAT Refunds			250.00	-		
Precept			9,000.00	9,000.00		
Interest received			5.00	17.20		
Donations			-	-		
Neighbourhood Plan				10,000.00		
Jubilee Fund				368.34		
Footpath Warden Scheme				4,480.00		
Miscellaneous			-	-		
			9,255.00	23,865.54		
PAYMENTS			Budget Allocation	Other Income/ Transfers	Actual	Current balance
	Reserves (1/4/22)					
Clerk's Salary			1,325.00		775.90	549.10
Clerk's Expenses			50.00		-	50.00
Stationery			50.00		19.95	30.05
Insurance			280.00		257.60	22.40
Audit Fees			100.00		100.00	-
Subscriptions/Training			300.00		139.39	160.61
IT Costs			-	75.00	75.00	-
Street Furniture	1,481.86		-		16.98	1,464.88
Landscaping/Grass Cutting	1,037.14		1,700.00		1,385.87	1,351.27
Play Area	10,716.57		1,000.00		84.00	11,632.57
Footpath Warden Scheme	-		1,000.00	4,480.00	4,731.07	748.93
Flower Planters	105.84		-	236.16	142.00	200.00
Community Defibrillator	250.00		-		-	250.00
Neighbourhood Plan	124.28		500.00	10,000.00	2,750.00	7,874.28
Miscellaneous			-		-	-
Donations			1,200.00		250.00	950.00
Recoverable VAT			250.00	1,008.15	1,278.25	20.10
Election Costs	331.80		-		-	331.80
Jubilee Fund	400.00		-	368.34	377.38	390.96
VAS			-		-	-
	14,447.49		7,755.00	16,167.65	12,383.39	25,986.75
General Reserves	445.92		1,500.00	698.67	1,319.31	1,325.28
BALANCE C/F					27,206.19	
BANK RECONCILIATION						
Balance per bank statements as at 28 February 2023						
Lloyds Treasurers Account					15,119.71	
Lloyds Business Bank Instant Account					12,086.48	
Plus						
Credit held with Robson & Cowan - Service Packages						
Less						
Unpresented cheques/Unreleased BACS payments						
					27,206.19	-

Fund	Balance c/f at 1 April 2022	Grants and donations	Other income	Transfer from General Res.	Allocation of budget	Expenditure	Current Balance
Childrens' Play Area	10,716.57				1,000.00	84.00	11,632.57
Street Furniture	1,481.86				-	16.98	1,464.88
Ground Maintenance	1,037.14				1,700.00	1,385.87	1,351.27
Election Costs	331.80				-	-	331.80
Flower Planters	105.84			236.16	-	142.00	200.00
Jubilee Fund	400.00	368.34			-	377.38	390.96
Neighbourhood Plan	124.28	10,000.00			500.00	2,750.00	7,874.28
Footpath Warden Scheme	-	4,480.00			1,000.00	4,731.07	748.93
Community Access Defibrillator	250.00				-	-	250.00
Total Earmarked Reserves	14,447.49	14,848.34	-	236.16	4,200.00	9,487.30	24,244.69
General Reserves	445.92	-	698.67		1,500.00	1,319.31	1,325.28
Working Balance	830.63	-	2,382.37		-	1,576.78	1,636.22
							27,206.19