

# 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 6 September 2022 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 5 July 2022 (pages 4-7)

4. Standing Item – Report from County Councillor

a. To receive a report from County Councillor Watson

b. Cllr Barras would like to ask NCC what it is doing to ensure the CCG provides adequate healthcare services to cover an enhanced population.

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>

21/04370/FUL	Rigg and Furrow Brewery, Acklington Park – Proposed change of use of existing farm building to function space including associated parking	Application withdrawn
21/03320/ADE	Land North West of Acklington Drive, Acklington – Advertisement consent for V Board sign for new housing development	Permitted
21/02659/FUL and 21/02660/LBC	Land South of Magnolia Cottage, Guyzance – Erection of 2no detached dwellings with associated detached garages, carparking and gardens	Pending consideration
21/02287/FUL	Land South of Waterside Cottage, Guyzance – Convert and extend redundant Cow Byre to residential use (C3) for holiday let	Pending consideration
21/04696/FUL	Land West of Barnhill Farm Cottages Guyzance – Relocation of 2 Barns	Pending

	for agricultural storage, workshops and estate office with solar Roof Panels, new access track, hardstanding and garaging and change of use small agricultural field to garden	consideration
22/00063/FUL and 22/00064/LBC	8 Guyzance Village – Renovation of outbuildings including emergency works, conversion to home office/utility and felling of T1 – Salix Babylonic (corkscrew/twisted willow) (amended plans and additional information received 13.02.2022)	Permitted
22/01627/FUL	Plot 22 Land North West of Acklington Drive – Proposed development of 1no residential dwelling including the development of associated private drive, garden, landscaping, drainage and all other ancillary works	Application withdrawn
22/01872/VARYCO	Land North East of Keepers Cottage Acklington – Variation of conditions 2 (approved plans) and 9 (construction environmental management plan) on approved application 21/00697/VARYCO to allow minor variation to void designated for agricultural use, change in design of power house and mitigation works at Guyzance Mill Weir and new design for fishing pass	Pending consideration
22/02060/FUL	Land South of Guyzance Mill – Construction of Larinier Fish Pass on Guyzance Mill Weir	Pending consideration
22/02286/FUL and 22/02287/LBC	18 The Village, Acklington – Listed Building Consent for a rear timber framed extension utilising existing c18th wall; alterations to north elevation; gable chimney repairs and internal alterations to provide bathroom at first floor	Pending consideration
22/02371/FUL	Woodbine Cottage, 5 Guyzance Village – Installation of free standing air source heat pump at rear of house in garden, associated pipe work and heating system to replace existing LPG heating system	Pending consideration
22/02762/FUL	17 Churchill Way, Acklington – Proposed 2 storey gable extension	Pending consideration
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	Pending consideration
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	Pending consideration
22/02752/LBC	Guyzance Hall – Minor changes to Guyzance Hall by varying Planning Condition 1 which includes the following 1 - Minor changes to Events 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.	Pending consideration
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 consideration

6. Finance:

- a. To receive Financial Summary and bank reconciliation to 31 August 2022 (page 8)

b. To authorise payments

<b>Supplier</b>	<b>Reason</b>	<b>Amount</b>
S Malone	Footpaths Working Group	£270.88
S Ingleby (Reimbursement)	Neighbourhood Plan Leaflets	£135.00
Zurich	Insurance	£257.60
PlaySafety	ROSPA Inspection	£100.80
Acklington Village Hall	Neighbourhood Plan Room Hire	£75.00
C Lewis	Salary (Apr-Aug)	£488.40

c. To note receipts

<b>Date</b>	<b>Source</b>	<b>Reason</b>	<b>Amount</b>
11/7/22	Lloyds	Interest	£0.11
9/8/22	Lloyds	Interest	£0.40

7. Footpath Working Party Update

To receive an update from the Footpath Working Party

8. Neighbourhood Plan

To receive update from the Neighbourhood Plan Steering Group

9. Acklington Black Poplar (Ancient Tree Inventory ID 153492)

To formally note that the black poplar registered with the Ancient Tree Inventory under ID 153492 is still living and is showing signs of regeneration and to agree any actions, including notification to NCC

10. New Noticeboard

To agree location for new village noticeboard

11. Items for Next Agenda

12. Date of Next Meeting

Tuesday 1 November 2022 at 7:00pm, Acklington Village Hall

### ITEM 3 – DRAFT MINUTES

The minutes of the Annual Meeting of Acklington Parish Council held on 7.00pm on 5 July 2022 at Acklington Village Hall.

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

2022/1 Apologies for Absence

Cllr S Thorpe

2022/2 Disclosure of Interests

None

2022/3 Minutes of Previous Meeting

**RESOLVED** that the minutes of the Meeting of the Council held 3 May 2022 were agreed as a true record.

2022/4 Report from County Cllr Watson

Cllr Watson sent his apologies.

2022/5 Planning

Planning applications generally are progressing very slowly. The Parish Council discussed the following applications:

- a. 22/01627/FUL – Plot 22 Land North West of Acklington Drive. The Parish Council discussed whether there is appropriate road access to this plot.  
**RESOLVED** Cllrs to review application and to send comments to Clerk.
- b. 22/01872/VARYCO – Land North East of Keepers Cottage Acklington. This application is connected to 22/02060/FUL Land South of Guyzance Mill.  
**RESOLVED** Cllr Ingleby and the Clerk will draft a response.
- c. 22/01062/FUL - Land North Of The Old Joiners Shop Guyzance Village. This application was omitted from the list. The Parish Council has supported the application.

2022/6 Finance

- a. The financial summary, bank reconciliation and budget monitoring to 28 June 2022 was received. The Parish Council noted two large grants received from NCC (via County Cllr Watson's Members Small Schemes Budget) for the two new mowers, and from Locality for the Neighbourhood Plan.
- b. **RESOLVED** to authorise the following payments.

Supplier	Reason	Amount	Payment Reference
Acklington Village Hall	Room Hire – Neighbourhood Plan Steering Group	£40.00	22/23.2
Robson & Cowan	Mower Purchase	£3,096.00	22/23.4
S Ingleby	Reimbursement – Plants	£34.00	22/23.5
Robson & Cowan	Credit Note – service package	(£336.00)	22/23.6
Robson & Cowan	Mower Purchase	£981.00	22/23.7
Ludman Planning Ltd	Neighbourhood Plan Consultancy Services	£2,500.00	22/23.8
J A Ainsworth	Audit	£100.00	22/23.9
C Lewis	Reimbursement – Jubilee trees	£452.87	22/23.10
S Ingleby	Reimbursement – Plants	£108.00	22/23.11
Robson & Cowan	Credit Note – service package	(£336.00)	22/23.12

c. The following receipts were noted.

Date	Payee	Reason	Amount
11/4/22	Lloyds	Interest	£0.11
9/5/22	Lloyds	Interest	£0.09
16/5/22	NCC	Members Small Schemes Grant for Mowers	£4,480.00
23/5/22	NCC	Jubilee Grant	£368.34
9/6/22	Lloyds	Interest	£0.10
17/6/22	Groundworks	Locality Grant for Neighbourhood Plan	£10,000.00

d. The insurance policy is due for renewal. The Parish Council considered its need to have in place appropriate cover for public liability, personal injury and theft. The Parish Council noted that its equipment is currently stored in locked premises and should be insured against theft by break in. Councillors and volunteers carrying out mowing or brushcutting as part of the Footpaths Working Group have training on all equipment before use and must have a banks person present when using the machinery. A health and safety briefing is given. Volunteers sign to state they have completed this on beginning the role and every twelve months thereafter. The Footpaths Working Group carries out work according to a planned rota.

**RESOLVED** to authorise the Clerk to arrange a suitable level of insurance to take into account the above information. The Clerk will seek councillor input on the cover and premium if this needs to be changed substantively from the current cover.

[Cllr Shanks declared an interest in the next item as he cuts the churchyard grass].

e. The Parish Council noted that the Churchyard is an important community facility in the centre of the village. Having considered the legal topic notes circulated by the Clerk and the advice received from Northumberland ALC, the Parish Council agreed that a donation should be made.

**RESOLVED** to make a grant of £250 to St John the Divine towards the cost of grass cutting and churchyard maintenance (Payment Reference 22/23.13)

#### 2022/7 Footpaths Working Group Update

- At the recent NCC Love Northumberland Awards the Footpaths Working Group was awarded Highly Commended in the category of Best Coast and Countryside Project. This comes with prize money of £50 which will be paid into the Footpaths Working Group earmarked reserve fund.
- The two new mowers have arrived and are being deployed on the footpaths. The brushcutters will continue to be used to clear overgrown footpaths and the mowers will then be used to maintain the cleared path.
- More volunteers are needed! If you would like to volunteer to use a brushcutter or one of the new mowers, please contact Cllr Malone or the Clerk. All training is provided.
- Footpath 20, which runs through part of North Park Wood and skirts High Park Farm, has been cleared by Northumberland Estates thanks to the efforts of Estate Manager Barry Spall.

#### 2022/8 Flower Planters

Cllr Ingleby and Mrs Boulby have finished the summer planting. This year has concentrated on annual plants in the Jubilee colours, but the longer term plan is to move to more sustainable perennials and bulbs. The next stage will be winter planting in September and October. They have a number of plug plants ready to grow on. The Parish Council agreed that the new planting looks lovely.

#### 2022/9 Neighbourhood Plan

The Steering Group is in the process of arranging its next community consultation, on the Neighbourhood Plan's Vision and Objectives. The consultation will be carried out via online survey and paper survey. Cllrs agreed to assist with delivering the paper copy. The Steering Group is hosting a second consultation coffee morning on 6 August, from 10-12am.

#### 2022/10 Play Area

The Clerk will follow up with play area consultants for the works which are needed to replace equipment. The ROSPA Safety inspection report is expected imminently. The bin door is missing.

**RESOLVED** Clerk to purchase a new single bin.

#### 2022/11 Trees

- a. The Parish Council discussed the advantages and disadvantages of applying for Tree Protection Orders, in particular whether any individual tree is significant enough to justify having a TPO in place, and what protection is offered by a TPO, especially if there are health and safety reasons for felling or cutting back a specified tree. The Parish Council does not intend to apply for any TPOs at the present time.
- b. The Parish Council discussed the proposals made by Cllr Malone to commence an ongoing survey of trees within the parish. The Parish Council noted that trees are a wonderful parish asset, contributing to biodiversity. The Parish Council discussed the possibility of carrying out photographic surveys and agreed this would be useful where development is planned to record trees on site. With regard to wider surveys, there may be students at the local universities who wish to undertake a project of this sort.
- c. The Parish Council is very conscious about looking after the environment and has recently planted seven trees to commemorate the Jubilee and approximately 35/40 smaller saplings. The seven larger Jubilee trees are being watered by two local households, which is appreciated by the Parish Council. The Clerk will send a letter of thanks. Cllr Mezza has spoken to the NCC mowing team, who are cutting around the trees. Residents are asked to refrain from playing ball games under the trees until they are more established.

**RESOLVED** Cllr Barras to purchase a plaque for display beside the Jubilee Trees.

#### 2022/12 Items for the next Agenda

Cllr Barras is concerned about access to primary healthcare. There are very few GPs and similar issues with other healthcare professions, but despite this more residential development is taking place. Cllr Barras would like to ask NCC what it is doing to ensure the CCG provides adequate healthcare services to cover an enhanced population. County Cllr Watson will be asked for a response at the next meeting.

#### 2022/13 Date of Next Meeting

Tuesday 6 September 2022 at 7:00pm, Acklington Village Hall.

The Chairman closed the meeting at 8:13pm.

## Bank Reconciliation and Budget Monitoring

<b>ACKLINGTON PARISH COUNCIL</b>						
<b>Financial Position at 31 August 2022</b>						
<b>BALANCE b/f at 1 April 2022</b>				<b>15,724.04</b>		
<b>RECEIPTS</b>			<b>Budget</b>	<b>Actual</b>		
VAT Refunds			250.00	-		
Precept			9,000.00	4,500.00		
Interest received			5.00	0.81		
Donations			-	-		
Neighbourhood Plan				10,000.00		
Jubilee Fund				368.34		
Footpath Warden Scheme				4,480.00		
Miscellaneous			-	-		
			<b>9,255.00</b>	<b>19,349.15</b>		
<b>PAYMENTS</b>			<b>Budget Allocation</b>	<b>Other Income/ Transfers</b>	<b>Actual</b>	<b>Current balance</b>
Clerk's Salary			1,325.00		-	662.50
Clerk's Expenses			50.00		-	25.00
Stationery			50.00		-	25.00
Insurance			280.00		257.60	- 117.60
Audit Fees			100.00	50.00	100.00	-
Subscriptions/Training			300.00		139.39	10.61
IT Costs			-	75.00	75.00	-
Street Furniture	1,481.86		-		-	1,481.86
Landscaping/Grass Cutting	1,037.14	1,700.00			-	1,887.14
Play Area	10,716.57	1,000.00			-	11,216.57
Footpath Warden Scheme	-	1,000.00	4,480.00		3,065.58	1,914.42
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		2,675.00	7,699.28
Miscellaneous			-		-	-
Donations			1,200.00		-	600.00
Recoverable VAT			250.00	616.79	685.79	56.00
Election Costs	331.80	-			-	331.80
Jubilee Fund	400.00	-	368.34		377.38	390.96
VAS			-		-	-
	<b>14,447.49</b>	<b>7,755.00</b>	<b>15,826.29</b>		<b>7,517.74</b>	<b>26,633.54</b>
General Reserves	<b>445.92</b>	<b>1,500.00</b>	<b>- 3,817.72</b>		<b>977.95</b>	<b>- 2,849.75</b>
<b>BALANCE C/F</b>					<b>27,555.45</b>	
<b>BANK RECONCILIATION</b>						
<b>Balance per bank statements as at 31 August 2022</b>						
Lloyds Treasurers Account					14,813.36	
Lloyds Business Bank Instant Account					12,070.09	
<b>Plus</b>						
Credit held with Robson & Cowan - Service Packages					672.00	
<b>Less</b>						
Unpresented cheques/Unreleased BACS payments						
					<b>27,555.45</b>	<b>-</b>