

ACKLINGTON PARISH COUNCIL
Minutes of the Meeting of the Parish Council held on Tuesday 3rd March 2020 at
7.00pm at Acklington Village Hall

PRESENT: Councillors: J Newton (Chairman)
L Craig, E Critchlow, N Gair, S Ingleby, S Malone, L Mezza, G Orr, and
S Thorpe.

Officers: E Brown – Parish Clerk

IN ATTENDANCE: County Councillor J Watson

3 x members of public

OPEN SESSION

A Member of the public raised concerns relating to the housing development adjacent to the Village Hall stating that the site managers' contact details had not been provided to local residents, unlike the development at Pearson's garage where local residents were sent a detailed letter informing them that work was about to commence and explaining the process for raising any issues. County Councillor Watson informed the meeting there was a temporary site manager in place for Village Hall development to oversee the initial groundworks and a contractor would be engaged to undertake the building works.

Concerns were raised that groundworks were taking place before and after the regulated working times set out in the planning consent. The Parish Council advised residents to make contact with the site manager in the first instance and create an open line of communication. If subsequent to this the planning conditions were not adhered to they were advised to contact the Planning Enforcement Officer at NCC. It was noted that the Parish Council is not the Planning Authority has no enforcement powers at its disposal.

C070/19 - Apologies for absence

Cllr Barras – The apologies were agreed.

C071/19 - Declarations of interest in items on the Agenda and the granting of any dispensations

None.

C072/19 - Minutes of previous meeting

It was RESOLVED that the minutes of the meeting held on 7 January 2020 were agreed and signed as a true record.

C073/19 - Matters from previous meeting

The Clerk informed that a grant application to North Steads and Sisters Windfarm Community Fund had been submitted for the amount of £5168.00. For the proposal of:

- Installing 2 x new notice/information boards that have a locked section for Parish Council notifications, an accessible section for community notices and an information section encouraging residents and visitors to walk the foot-paths of the parish.
- Installing a community access defibrillator.

The Parish Council would be responsible for the notice boards and defibrillator in the future to ensure sustainability of the projects

C074/19 - Standing item – Report by County Councillor – Cllr Watson informed that the vehicle activated speed sign for Acklington Road in North Broomhill had been queried as he believed it may have been installed in the wrong location. The Guyzance Memorial road was to be made roadworthy by Northumberland County Council. He requested information from Councillors on any issues with 'U' roads in the Parish as there was funding available for repairs. Members noted that Churchill Way required resurfacing and the path between the village and the railway station was very narrow and uneven.

C075/19. Agenda Items –

i. TERMS OF REFERENCE FOR INTERNAL AUDIT

It was RESOLVED to accept the Terms of Reference for Internal Audit.

ii. THE APPOINTMENT OF INTERNAL AUDITOR

The Parish Clerk has been unable to establish contact with the previous Internal Auditor. Mr Peter Basnett conducted the Internal Audit last year as a one off at very short notice.

A replacement Auditor has been identified with extensive local government audit and fraud experience both as a former District Council Officer and for the past thirteen years with a range of Town and Parish Councils in Northumberland.

It was RESOLVED that the Parish Council appoint John Ainsworth as Internal Auditor with immediate effect.

iii. NEIGHBOURHOOD PLAN WORKING GROUP

The working group had prepared the text to be printed on an A5 flyer which included information on why a neighbourhood plan is needed, what a neighbourhood plan is, a basic questionnaire to the views, opinions and requirements of the residents and details of a consultation drop-in day. The drop-in day was proposed to be Saturday 2nd May between the hours of 10am and 12 noon at the Village Hall where there would also be information about the Parish Footpath improvements and some consultation on improvements for the play area.

It was RESOLVED that:

- the text be agreed to include a link to more information on Neighbourhood Planning,
- a budget of £100 be provided for printing requirements,
- a Planning Officer be invited to attend.

iv. ARRANGEMENTS FOR THE ANNUAL PARISH MEETING

It was RESOLVED that the annual Parish meeting be held immediately before the Annual Meeting of the Parish Council on Tuesday 5th May.

v. SAFEGUARDING POLICY

It was RESOLVED to adopt the Safeguarding Policy.

vi. REVIEW OF CRITERIA FOR LOCAL COUNCILS AWARDS SCHEME

- a. Financial Regulations - It was RESOLVED to adopt the Financial Regulations
- b. Publication scheme - It was RESOLVED to adopt the Publication Scheme
- c. Complaints procedure - It was RESOLVED to adopt the Complaints Procedure
- d. Scheme of Delegation - It was RESOLVED to adopt the Scheme of Delegations
- e. Action Plan - It was RESOLVED to accept the Action Plan as a living document.
- f. It was RESOLVED that the Parish Council aim for submitting their bid for the Quality Award in July.

C076/19. Correspondence Received

NCC - PSPO Alcohol Consumption – The Parish Council had no comments.

C077/19 - Finance:

a) a) Financial Summary at 24 February; Treasurers Account £438.04, Business Account £10664.52.

b) Payments to be made

| Date | Cheque | Payee | Reason | Amount |
|----------|--------|------------|-------------------------------|---------|
| 03/03/20 | 546 | Clerk | Wages/expenses | £188.63 |
| 03/03/20 | 547 | HMRC | PAYE | £20.00 |
| 03/03/20 | 548 | Office 365 | Subscription | £79.99 |
| 03/03/20 | 549 | Homebase | Material for footpath wardens | £45. |

a) Receipts

| Date | Creditor | Reason | Amount |
|----------|----------------------------|----------|---------|
| 09/01/20 | Lloyds Bank | Interest | £0.47 |
| 10/02/20 | Lloyds Bank | Interest | £0.47 |
| 27/01/20 | Warkworth and Amble Rotary | Donation | £200.00 |

C078/19 - Planning:

To consider any planning matters: None.

C079/19. Information Items:**Footpath Working Group updates**

The restoration of 4 x gateway footpaths (9,10,15 and 20) was almost complete.

The working party are now extending the scope of the project to include pathways footpaths linked to the gateway footpaths. The overgrown vegetation has been cut back on Bunny Lane by Northumberland County Council as a one-off gesture to support the footpaths project. 8 volunteers cleared the pavement leading to footpath 101/010 on 22nd February.

Pigdon Farm generously supplied marker posts for footpath 101/010 which were installed by volunteers on 8th February.

C080/19. Items for next agenda

Village Hall trusteeship arrangements.

C081/19. Next meetings:

Annual Parish Meeting – Tuesday 5th May 2020 at 6.45pm in Acklington Village Hall
Annual Meeting of the Parish Council TUESDAY 5th May 2020 at 7.00 pm in Acklington Village Hall

Signed by Chairman..... Date.....