

## Simonburn Parish Council

Chairman: Mrs JE Lamb

Clerk: Robert Macfarlane  
Heron's Hill Cottage Corbridge NE45 5AA  
☎ : 01434 6338981  
✉ : [clerk@live.co.uk](mailto:clerk@live.co.uk)



## Parish Council 2021-2022

### Dates of Meetings

Annual Parish Assembly Monday 17<sup>th</sup> May 2021

Annual Parish Council Meeting Monday 17<sup>th</sup> May 2021

Wednesday 15<sup>th</sup> September 2021

Wednesday 15<sup>th</sup> December 2021

Wednesday 9<sup>th</sup> March 2022

All meetings to take place in the Parish Hall starting at 6.00 pm.

### The Council

#### Chairman

Mrs Jane Elizabeth Lamb Nunwick Hall Nunwick Simonburn NE48 3AF

#### Vice Chairman

Mr Nick A Ridley Park End House Park End Simonburn NE48 3AA

#### Councillors

Mr Denis Bulman Burn House Simonburn NE48 3AX

Mrs Soraya Tilson Simonburn Tearoom 1 The Mains Simonburn NE48 3AW

Mr Peter Rowcroft Slaterfield Villa Simonburn NE48 3AZ

Mr Adrian W Langford Tithe Barn Simonburn NE48 3AR

#### County Councillor

Nick J Morphet

# SIMONBURN PARISH COUNCIL

## Annual Parish Assembly

Dear Councillor,

You are requested to attend the **Annual Parish Assembly** of Simonburn Parish which will take place in Simonburn Village Hall on Monday 17<sup>th</sup> May 2021 at 6.00pm.

### AGENDA

- 1 Election of Chairman
- 2 Apologies for Absence
- 3 Minutes of Last Meeting and Matters Arising
- 4 Chairman's Report
- 5 Items for Discussion from members of the public
- 7 Village Hall Issues
- 8 Wark CofE First School
- 9 Date and Time of Next Meeting (11<sup>th</sup> May 2022)

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Duly Authorised Signature

*Nick A Ridley*

Vice-Chairman of Simonburn Parish Council

Simonburn Parish Council 2021-22

Chairman Mrs V S Allgood Vice-Chairman Nick A Ridley

Councillors Adrian W Langford, Denis Bulman, Soraya Tilson, Peter Rowcroft

Unitary Councillor Rupert M Gibson Jane E Lamb

## SIMONBURN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> March 2021

This meeting was held remotely (virtually using ZOOM), under the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Mrs V S Allgood opened the meeting at 6.30 pm.

### 02-09-01 **Present**

Cllrs Mrs VS Allgood (Chairman), AW Langford, P Rowcroft and NA Ridley.  
Also Clerk R Macfarlane and County Councillor RM Gibson and one member of the public.

### 02-09-02 **Apologies for absence**

Cllr D Bulman and Mrs S Tilson,

### 02-09-03 **Declaration of Interest**

None

### 02-09-04 **Public First Focus**

Issues of road safety.

### 02-09-05 **Minutes**

The minutes taken at the council meeting held on Wednesday 9<sup>th</sup> December 2020, having been circulated and approved by the Council were signed by the Chairman.

### 02-09-06 **Matters arising from last meeting**

None.

### 02-09-07 **Communications**

CAN Newsletter, Nalc e-news, NWSA Covid discretionary grants, Nalc CEO Bulletin, Nalc rebuilding communities, NCC TTRO amendments to traffic, Nalc Virus information.  
News letters from Sport Tynedale, GNAA, CAN and Tynedale Hospice at Home.

### 02-09-08 **Reports**

**Village Hall** - Because of the (COVID-19) pandemic the hall has not been used.

**NCC** - The County Councillor gave a verbal report and invited questions.

### 02-09-09 **Planning**

**Planning Consultation** 20/03416/FUL and 20/03417/LBC Nunwick Mill U8143 Road to Houghton Strother Simonburn NE46 4BY Permission granted 22<sup>nd</sup> January 2021

#### **Nunwick Woodland Management Plan**

The Council approves of the structured way to organise the management of woodland. The management plan can demonstrate sustainable forest management and it supports the planning and implementation of work proposals and their long-term monitoring.

## 02-09-10 **Roads**

### **Bend at Entrance to Nunwick**

Further discussions took place concerning speed restrictions and calming measures for the Black Spot on the B6320 before it bends around the entrance of Nunwick Hall. The Council hoped that some form of liaison or consultation would take place before the County Council took any decisions.

## 02-09-11 **Footpaths**

The Council has great concerns over the damage and distress caused by irresponsible "bikers" who are regularly churning up the BOATS, byways and footpaths in the parish. This means the rights of way for other users has been restricted, and in some instances, impossible to use. Because of this, the bikers are using other routes, again causing a nuisance. Some of the main areas include access points to Ward Lane and routes around Great Lonbrough and Greenhaugh.

## 02-09-12 **Defibrillator and the Village Phone Box**

**Application 19/03563/BT Phone box 01434681212**

### **The Rhythm of Life Telephone of Life Adoption Scheme.**

The Chairman thanked the County Councillor for the grant from the Members Local Improvement Scheme towards the cost of the project. The Community Heartbeat Trust has instal the PAB in a secure cabinet in the kiosk and it is up and running.

Cllr Langford (authorised HeartStart trainer) registered with the 'Webnos' system has volunteered to undertake the regular monthly checks on the defibrillator, and will undertake community CPR training.

## 02-09-13 **Council Elections and Meetings**

### **The Northumberland Elections**

#### **Police and Crime Commissioner**

These will take place on 6<sup>th</sup> May 2021

#### **Physical or Digital (Virtual) Council Meetings**

There has been no announcement from MHCLG regarding the expected extension of the power to hold digital meetings on or after 7 May 2021 which is when the current power lapses.

The Clerk pointed out that there's a conflict with the Government's Covid Road Map, and one would anticipate of an extension of the 2020 COVID Regulations. The Council will need to plan for the possibility of a physical meeting in May. If this is the case then there will also be an Annual Meeting of the Parish as well as the Council Annual meeting. The Clerk will keep everyone informed.

## 03-12-14 **Document Review**

No suggestions for amendment to Members' Interests, Internal Auditor Role, Code of Conduct and Standing Orders

### **Council Assets**

The new Defibrillator and its secure cabinet need to be added as well as the lease for the telephone kiosk.

## 02-09-15 **Village Green**

The Chairman commented on how splendid the village green looked and how grateful the community is to Roger and Bill for looking after the grass cutting.

02-09-16 **Finances**

**Bank Statements**

At 3<sup>rd</sup> March Current Account £3,173.44, Deposit £1,223.11

**Income**

Annual precept £3200 and vat repayment £57.89 and NCC grant £2,345

**Approved Payments**

Clerk's salary £306, HMRC £76.50 tax, Council Expenses £8.95

**LGA 1972 s137**

The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2020-21 is £8.32.

As Simonburn Parish electors number 145, this allowance is £1,139.70

**Grant Awarded using LGA 1972 s137**

St Mungo's PCC £100

02-09-17 **Date of next meeting** Provisionally Monday 17<sup>th</sup> May 2021

Signed Chairman.....

Date .....17<sup>th</sup> May 2021.....

Simonburn Parish Council 2020-2021  
Chairman: VS Allgood, Vice-Chairman: NA Ridley  
Councillors: P Rowcroft, AW Langford, D Bulman and S Tilson

## Simonburn Parish Council

Chairman: Mrs VS Allgood



Clerk: Robert Macfarlane  
Heron's Hill Cottage  
Hill Street  
Corbridge  
NE45 5AA



01434 633891



[clerk@live.co.uk](mailto:clerk@live.co.uk)

Dear Councillor,

You are summonsed to attend the Annual Meeting of Simonburn Parish Council which will take place on Monday 17<sup>th</sup> May at 6.10 pm in the Parish Hall (following the Annual Parish assembly). Minutes of the last Meeting have been circulated and the Agenda is given below.

### AGENDA

- 1 Election of Chairman (and Declaration of Office)
- 2 Apologies for Absence
- 3 Declaration of Office for Members and Members' Interests
- 4 Minutes of Last Meeting held on 10<sup>th</sup> March 2021
- 5 Matters Arising (not on Agenda) Given to Chair/Clerk before meeting.
- 6 Declaration of Interest
- 7 Election of Vice-Chairman and Representatives
- 8 Council Insurance – (Zurich Municipal plc) Renewal 1<sup>st</sup> June
- 9 Reports – Village Hall, NCC and PCC
- 10 Defibrillator (Maintenance, promotion and training)
- 11 Annual Governance and Accountability Return for 2020/2021
  - 11.1 To consider any actions arising from the report of the internal auditor
  - 11.2 To approve the Annual Governance Statement
  - 11.3 To approve the draft Annual Accounts for 2020/2021
  - 11.4 To approve the Accounting Statement and Explanation of Variances
  - 11.5 Certificate of Exemption
- 12 Payments to be approved including Mower Insurance and Audit
- 13 Vacancy for Councillor.
- 14 Date of Next Meetings (8<sup>th</sup> September 2021)

**MEMBERS OF THE PUBLIC AND THE PRESS ARE WELCOME**

**NB Please contact the Clerk if there are any questions for the Council**

Clerk to the Council

# SIMONBURN PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on 17<sup>th</sup> May 2021

This meeting was held in the Village Hall, the first “live” meeting for one year because of the COVID-19 (Coronavirus) Pandemic. Cllr NA Ridley opened the meeting at 6.10 pm following the Annual Parish Assembly.

### 01-05-01 **Present**

Cllrs Mrs SE Lamb, NA Ridley, AW Langford, D Bulman, P Rowcroft and Mrs S Tilson  
Also Clerk R Macfarlane. Vice-Chairman Cllr NA Ridley assumed the role of Chairman.

### 01-05-02 **Election of Chairman**

Cllr Ridley proposed **Cllr Lamb** and this was seconded by Cllr D Rowcroft - all agreed. NB At this point Cllr Lamb took the Chair and signed the declaration of acceptance of office (LGA 1972 s83).

### 01-05-03 **Apologies for absence**

County Councillor NJ Morphet

### 01-05-04 **Declaration of Interest and Declaration of Acceptance of Office**

All Councillors elected on the 6<sup>th</sup> May signed the declaration of acceptance of office (LGA 1972 s83). There being one vacancy, Cllr Lamb proposed **Denis L Bulman** and this was seconded by Cllr Rowcroft. Cllr DL Bulman signed the declaration of acceptance of office (LGA 1972 s83).

Councillors were reminded that the “Members’ and Co-opted Members’ Disclosable Pecuniary and Other Interests” forms needed to be completed and they will need to be reviewed regularly.

### 01-05-05 **Appointment of Officers**

#### **Chairman**

- **Cllr JE Lamb** - proposed by NA Ridley and seconded by P Rowcroft,

#### **Vice Chairman**

- **Cllr NA Ridley** - proposed by Cllr JE Lamb and seconded by P Rowcroft,

#### **Evans Trust**

- **Cllr JE Lamb** - proposed by NA Ridley and seconded by P Rowcroft,

#### **Village Hall**

- **Cllr D Bulman** - proposed by Cllr P Rowcroft and seconded by NA Ridley

### 01-05-06 **Public First Focus**

Public matters were addressed at the Annual Parish Assembly.

### 01-05-07 **Minutes**

The minutes taken at the council meeting held on 11<sup>th</sup> March 2020, having been circulated and approved by the Council were signed by the Chairman.

01-05-08 **Matters arising from previous meeting**

**Bank Mandate and Authority**

The Clerk, NA Ridley, D Bulman and P Rowcroft are signatories. The Clerk will contact HSBC to enable the Chairman (Mrs JE Lamb) to be included in the bank mandate.

01-05-09 **Communications**

CAN Newsletter & Spring Conference, War Memorials Trust Bulletin, CPRE, Tynedale Hospice at Home. Nalc COVID-19 advice.

- **Council Insurance** Quotes for the parish insurance were received from Aon (Allianz) and Zurich Municipal. The latter being cheaper and also giving better cover.
- **Platinum Jubilee** A long weekend will take place from 2nd to 5th June 2022. The May Spring Bank Holiday, which usually falls on the last weekend of the month, will be moved to Thursday 2nd June and Friday 3rd June will become the extra bank holiday. This is to celebrate Queen Elizabeth's 70 years on the throne. The Council decided to plant a tree to celebrate the occasion.

01-05-10 **Reports**

**Northumberland County Council**

No report.

**St Giles Church**

The COVID-19 pandemic restrictions are gradually being reduced and a "live" church service took place yesterday.

01-05-11 **Defibrillator and the Village Phone Box**

The Rhythm of Life Telephone of Life Adoption Scheme/Community Heartbeat Trust. The former County Councillor has been thanked for the grant from the Members Local Improvement Scheme towards the cost of the Defibrillator project. The Community Heartbeat Trust has instal the PAB in a secure cabinet in the former BT kiosk and it is up and running.

Cllr Langford (authorised HeartStart trainer) registered with the 'Webnos' system has volunteered to undertake the regular monthly checks on the defibrillator. Now that the COVID-19 pandemic looks as if it is under control, Cllr Langford will plan for the start of community CPR training and liaise with Medical/Ambulance Services.

01-05-12 **Audit**

**Internal Audit**

GD Scorer the Internal Auditor has completed a full audit and there were no matters arising. The Council asked the Clerk to pay him a fee of £60, thank him and invite him to continue next year. (GD Scorer has stated will give his fee to Teenage Cancer Trust).

**External Audit** The External Auditors PKF Littlejohn LLP requirements are in line with the Audit Commission and comply with the Accounts and Audit (England) Regulations 2016 (Regulations 12-16)

**Annual Statement of Accounts** Cllr Ridley proposed and Cllr Bulman seconded that the annual Financial Return be accepted and this was signed by the Chairman. It was RESOLVED that the Council approve (in sequence) the Annual Governance Statement, the Accounting Statement, and the Annual Internal Audit Report.

01-05-12 **Audit (continued)**

**Exercise of Electors' Rights**

The notice of appointment of date for the exercise of electors' rights must be displayed for 14 days. The Audit Notice will be displayed in Parish Notice Board and the 30 Working Day Period for the Exercise of Public Rights commences on 29<sup>th</sup> June and will end on 7<sup>th</sup> August. The Council will submit the annual return and supporting documentation presented at this meeting to PKF Littlejohn LLP by the agreed audit date of 11<sup>th</sup> July. Approval of Accounts should be no later than 11<sup>th</sup> July and Publication of Audited Accounts no later than 30<sup>th</sup> September 2021.

**Limited Assurance Exemption**

As the Council's gross income or expenditure did not exceed £25,000 in the year of account ended 31<sup>st</sup> March 2021 the Council has applied for certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

01-05-13 **Public First Focus**

This matter was dealt with in the Annual Meeting of the Parish.

01-05-14 **Former Chairman Mrs VS Allgood**

The Council gave a vote of thanks and appreciation to former Chairman Mrs VS Allgood who served as Chairman of the Council from 1999 to 2021. Cllr Bullman will organise a suitable gift from the Council.

01-05-15 **Policy and Document Review**

**Assets Register**

The Assets Register value is £5,809

**Risk Management**

It was RESOLVED to continue the Council Insurance cover with Zurich Municipal. The Clerk to check if the grass mower insurance could be included in the Council insurance policy.

01-05-16 **Finances**

**LGA 1972 s137** The government has confirmed that for the purpose of Section 137(4)(a) of the Local Government Act 1972 for local councils in England for 2020/21 is £8.32. Electors number 153 so allowance is £1,269.96

**Bank Statements** The latest statements were approved and signed. Balances at 31<sup>st</sup> March were Deposit Account £1223.14 and Current Account £2681.99.

**Income** Precept £1700 and VAT repayment £108.61

**Approved Payments** Clerk's salary £306, HMRC £76.50 tax, Expenses £25.68, Council Insurance Zurich Municipal £257.60, G Scorer Internal Audit £60, Car Park £5.00 (Standing order), Village Hall Committee (Annual Rent) £40, Nalc £63.12, ICO £35 (Direct debit).

01-05-17 **Date of Next Meeting** 15<sup>th</sup> September 2021 at 6.00 pm

Signed Chairman.....

Date 15/9/21.....

Simonburn Parish Council 2021-2022  
Chairman: JE Lamb, Vice-Chairman: NA Ridley  
Councillors: P Rowcroft, AW Langford, D Bulman and S Tilson.

## Simonburn Parish Council

Chairman: Mrs JE Lamb



Clerk: Robert Macfarlane  
Heron's Hill Cottage  
Hill Street  
Corbridge  
NE45 5AA  
01434 633891  
[clerk@live.co.uk](mailto:clerk@live.co.uk)



Dear Councillor,

You are summonsed to attend the next Meeting of Simonburn Parish Council which will take place on Wednesday 15<sup>th</sup> September 2021 at 6.00 pm in the Parish Hall. The Minutes of the last Meeting have been circulated and the Agenda is given below.

### AGENDA

- 1 Apologies for Absence
- 2 Minutes of Last Meeting held on 17<sup>th</sup> May 2021
- 3 Matters Arising (not on Agenda) Given to Chair/Clerk before meeting.
- 4 Declaration of Interest
- 5 Planning Application – consultation
- 6 No. 21/01939/FUL and 21/01939/LBC  
The Old Rectory Castle Lane Simonburn NE48 3AR
- 7 Council Insurance – (Zurich Municipal plc) Renewal 1<sup>st</sup> June
- 8 Reports – Village Hall, NCC and PCC
- 9 Roads – Local Transport Plan 2022-23
- 10 Defibrillator (Maintenance, promotion and training)
- 11 Annual Governance and Accountability Return
- 12 Payments to be approved (Mower Insurance)
- 13 Invitation to meet Cllr Sanderson or a Cabinet Member.
- 14 Date of Next Meeting (15<sup>th</sup> December 2021)

**MEMBERS OF THE PUBLIC AND THE PRESS ARE WELCOME**

**NB** Please contact the Clerk if there are any questions for the Council

A handwritten signature in black ink, appearing to read 'R. Macfarlane'.

Clerk to the Council

# SIMONBURN PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 15<sup>th</sup> September 2021

This meeting was held in the Village Hall and Cllr JE Lamb opened the meeting at 6.00 pm.

### 02-09-01 **Present**

Cllrs Mrs JE Lamb (Chairman), P Rowcroft and Cllr NJ Morphet  
Clerk R Macfarlane

### 02-09-02 **Apologies for absence**

Cllrs AW Langford, NA Ridley, D Bulman and Mrs S Tilson

### 02-09-03 **Declaration of Interest**

Cllrs Mrs JE Lamb - Forestry England

### 02-09-04 **Public First Focus**

No member of the public present.

### 02-09-05 **Minutes**

The minutes taken at the council meeting held on 17<sup>th</sup> May 2021, having been circulated and approved by the Council were signed by the Chairman.

### 02-09-06 **Matters arising from previous meeting**

#### **Bank Authority**

The Clerk, NA Ridley, D Bulman and P Rowcroft are signatories. HSBC requires ID for others to be included.

#### **Grass Mower Insurance**

The grass mower insurance is now included in the Council Insurance policy with Zurich.

### 02-09-07 **Communications**

Climate Emergency Declarations, Transport North East Stakeholder Forum, Forest Management - Forestry England, CAN Newsletter, War Memorials Trust Bulletin, CPRE, Tynedale Hospice at Home, Nalc COVID-19 advice, SLCC, GNAA, DVLA Mower Tax.

- **Platinum Jubilee** A long weekend, 2nd to 5th June 2022. This is to celebrate Queen Elizabeth's 70 years on the throne. As this will be a unique occasion the Chairman thought an avenue of two rows of 35 silver birch trees would be a wonderful way to commemorate this occasion. A census will be taken of all of the children living in the parish. It may be possible to present them all with a commemorative mug.

### 02-09-08 **Planning**

No. 21/01939/FUL and 21/01939/LBC

Planning Application | 21/01939/FUL Internal works. The Old Rectory Castle Lane

Simonburn NE48 3AR Applicant Anna Peile

The council supports this application.

02-09-09 **Roads**

**Local Transport Plan Programme 2022-2023**

The Council is requested to identify top three priorities to include in the Northumberland County Council draft programme. The Clerk was asked to submit the following priority:-

- **Speed Limits and Safety Initiatives B6320**

The Council's priority is speed restrictions and calming measures for the B6320 before it bends around the entrance of Nunwick Hall.

- **Speed Limits and Safety Initiatives Simonburn Village**

Speed limit of 20 mph throughout the village.

02-09-10 **Reports**

**Northumberland County Council**

Cllr Morphett was asked to see if the NCC Free Tree Scheme includes hedges (especially plugging gaps). He outlined initiative by PlantLife and mentioned the work of groups at Humshaugh and Warden & Newbrough who are focussed on mitigation and adaptation to climate change. There is also renewed access to Speed Watch Training,

**Village Hall**

Much work and painting are evident and it is soon hoped to commission the new boiler. There are several events planned - McMillan coffee morning, Christmas bingo, and a ceilidh.

02-09-11 **Defibrillator and the Village Phone Box**

The Rhythm of Life and Community Heatbeat Trust. Cllr Langford has volunteered to undertake the regular monthly checks on the defibrillator. Langford will plan for the start of community CPR training and liaise with Medical/Ambulance Services.

02-09-12 **Audit**

The Exercise of Public Rights (30 days) ended on 7<sup>th</sup> August. Approval of Accounts and Publication of Audited Accounts were accomplished in May, ahead of the deadline of 30<sup>th</sup> September 2021.

02-09-13 **Policy and Document Review**

**Assets Register September 2021** is valued at £5,809

02-09-14 **Finances**

**LGA 1972 s137** Electors number 153 so allowance is £1,269.96

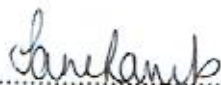
**Bank Statements** 3<sup>rd</sup> September Deposit Account £1223.20 and Current Account £669.09.

**Income** Precept £1700 and VAT repayment £108.61

**Approved Payments** Clerk's salary £306, HMRC £76.50 tax, Expenses £18.97, Rickerby Mower repairs £628.37.

02-09-15 **Date of Next Meeting** 15<sup>th</sup>December 2021 at 6.00 pm

Signed Chairman.....



Date .....

15/12/21

## Simonburn Parish Council

Chairman: Mrs JE Lamb



Clerk: Robert Macfarlane  
Heron's Hill Cottage  
Hill Street  
Corbridge  
NE45 5AA  
01434 633891  
[clerk@live.co.uk](mailto:clerk@live.co.uk)

Dear Councillor,

You are summonsed to attend the Meeting of Simonburn Parish Council which will take place in the Village Hall on Wednesday 15th December 2021 at 6.00 pm. Minutes of the last Meeting are enclosed and the Agenda is given below.

### AGENDA

- 1 Apologies for Absence
- 2 Declaration of Interests
- 3 Minutes of Last Meeting (15<sup>th</sup> September)
- 4 Matters Arising (not on Agenda)
- 5 Public First Focus – Participation by Members of the Public
- 6
  - a) Document and Policy Review
  - b) Clerk's Salary Review
- 7 Correspondence – NCC, CAN, Nalc; NNPA, SLCC
- 8 Roads – LTP Programme 2022-23
- 9 Footpaths
- 10 Planning - NCC No. 21/01939/FUL and 21/01939/LBC  
Internal works .The Old Rectory Castle Lane Simonburn NE48 3AR
- 11 Reports – Village Hall, PCC, Northumberland County Council
- 12 HRH Platinum Jubilee
- 13 Public Access Defibrillator – update
- 14 Council Website – [www.simonburn.info](http://www.simonburn.info)
- 15 Financial Matters
  - a. Budget
  - b. Precept
  - c. Grant Aid Requests
  - d. Payments
- 16 Date and Time of Next Meetings 9<sup>th</sup> March 2022 (11<sup>th</sup> May)

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**



R Macfarlane, Clerk

## Simonburn Parish Council

Chairman: Mrs JE Lamb



Clerk: Robert Macfarlane  
Heron's Hill Cottage  
Hill Street  
Corbridge  
NE45 5AA  
01434 633891  
[clerk@live.co.uk](mailto:clerk@live.co.uk)



Dear Councillor

You are summonsed to attend the Meeting of Simonburn Parish Council which will take place on Wednesday 9<sup>th</sup> March 2022 at 6.00 pm. Minutes of the last Meeting are enclosed and the Agenda is given below.

### AGENDA

- 1 Apologies for Absence
- 2 Declaration of Interests
- 3 Minutes of Last Meeting (15<sup>th</sup> December 2021)
- 4 Matters Arising (not on Agenda)
- 5 Colin Hall from the Environmental Agency, Herbie Newell (Chair Humshaugh PC)
- 6 Document and Policy Review – Financial Regulations
- 7 Correspondence – NCC, CAB, CAN, Nalc & NNPA
- 8 HRH Platinum Jubilee Celebrations
- 9 Reports – Village Hall, PCC, Northumberland County Council
- 10 Public First Focus – Participation by Members of the Public
- 11 Planning Consultation. No: 21/03095/FUL The Old Rectory Castle Lane
- 12 Public Access Defibrillator update
- 13 Council Website – [www.simonburn.info](http://www.simonburn.info)
- 14 Financial Matters
  - a. Grant Aid Requests; PCC
  - b. Payments
- 15 Date and Time of Next Meeting (Provisionally 5<sup>th</sup> May 2022)

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND



R Macfarlane, Clerk

## SIMONBURN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 15<sup>th</sup> December 2021  
This meeting was held at Nunwick Hall. Mrs JE Lamb opened the meeting at 6.00 pm.

### 03-12-01 **Present**

Cllrs Mrs JE Lamb (Chairman), AW Langford, P Rowcroft and NA Ridley. Also Clerk R Macfarlane and County Councillor N Morphet

### 03-12-02 **Apologies for absence**

Cllr Mrs S Tilson and Cllr D Bulman.

### 03-12-03 **Declaration of Interest**

### 03-12-04 **Public First Focus**

No public present.

### 03-12-05 **Minutes**

The minutes taken at the council meeting held on 15<sup>th</sup> September 2021, having been circulated and approved by the Council were signed by the Chairman.

### 03-12-06 **Matters arising from last meeting**

HRH Platinum Jubilee – It was RESOLVED to give every child in the parish a mug to commemorate this event and plant an oak tree.

### 03-12-07 **Communications**

ICO Data Control Certificate, CAN Newsletter, Nalc e-news, Nalc National pay scales, SLCC Conference, Green Wind Community Farm Benefit Fund, Nalc Virus information and GNAA news. Grant requests from Sport Tynedale, GNAAS, CAN and Tynedale Hospice at Home.

### 03-12-08 **Reports**

#### **Village Hall**

Since the Coronavirus (COVID-19) pandemic the hall has been used for bingo, Wreath Making, Bacon Buttie event and Defibrillator Training. All well-supported. The Council identified the Hall as a possible location for a public access electric (EV) charging point.

#### **PCC**

A new vicar will function in the diocese covering 19 churches.

#### **NCC**

Cllr Morphet provided a verbal report.

### 03-12-09 **Planning**

Planning Consultation. The Old Rectory Castle Lane Simonburn NE48 3AR Ref. No: 21/03095/FUL NCC are waiting for comments from the Council's Building Conservation and Archaeology officers before the above consents can be granted. Those comments were due a number of months ago however officers are currently dealing with unprecedented workloads, hence the delays. Case Officer - Callum Harvey.



03-12-10 **Roads**

**NCC Local Services**

NEAT services were contracted and responded well to cleaning up the footpaths from the village to the main road. However there is a collection of leaves in an area near the bridge. NCC Local Services are prioritising work throughout the county and Ward Lane, Bend at Entrance to Nunwick and Safety Issues on the B320 will be included in their considerations.

03-12-11 **Defibrillator in the Village Phone Box**

**The Rhythm of Life Telephone of Life Adoption Scheme.**

Community CPR training was carried out by Cllr Langford (authorised HeartStart trainer) and NE Ambulance colleague. It included volunteers from other parishes and was well attended.

03-12-12 **Budget and Precept**

The clerk produced an outline budget for the ensuing year. Looking at next year's spending the Council considered grant aid to support village projects, the new defibrillator, FOI, website costs, running the grass mower and strimmer. It was RESOLVED that the precept should be increased to £3,600 for the financial year 2022-2023

03-12-13 **Document Review**

**Bank Account**

**HSBC** Have now decided to charge £1 per cheque and also an annual fee. Clerk to contact the bank and inform them of the Council's disapproval.

**Model Documents**

The Council's Code of Conduct and Standing Orders are based on those issued by NALC.

03-12-14 **Clerk's Salary**

This matter was discussed.

03-12-15 **Finances**

**Bank Statements** At 3<sup>rd</sup> December BMM £1,223.23 Business £1,339.25

**Income** Annual precept £3400 and vat repayment £57.89 (this has been requested but not reimbursed. The Clerk was asked to contact HMRC.)

**Approved Payments**

Clerk's salary £306, HMRC £76.50, Council Expenses £18.55 and SLCC £45.

**LGA 1972 s137**

The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish councils in England for 2021-22 is £8.41. Electors number 145, this allowance is £1,185.81

**Grants Awarded using LGA 1972 s137**

The Council decided to award grants on a rotational basis, (a different recipient each year); this year giving Great North Air Ambulance Service £50.

03-12-16 **Date of next meeting** Provisionally Wednesday 9<sup>th</sup> March

Signed Chairman...  .....