

**DRAFT MINUTES OF KNARSDALE WITH KIRKHAUGH PARISH COUNCIL MEETING HELD MONDAY 24TH MAY 2021 AT 7.30p.m.**

**Due to the ongoing coronavirus situation and as a safeguard the general public did not attend.**

**Present:** Cllrs M Mennie (Chair), JJ Raine (Vice Chair), A Armstrong, T Moore, J Reed, W Watson & I Hutchinson (NCC).

**Apologies:** Cllr J Grieves.

**Public Question** –Must be submitted in writing prior to Parish Council meetings to allow for a detailed and accurate response. None received.

**Acceptance of Office Documentation:** Paperwork completed.

**1. Chair & Vice Chair:**

Chair: M Mennie - proposed by T Moore, seconded by A Armstrong, there were no other nominations.

Vice Chair: JJ Raine – proposed by M Mennie, seconded by A Armstrong, there were no other nominations.

**2. Minutes (including any ratification of decisions taken) of meetings** held 9th March 2020, 13th July 2020 & 29th January 2021 were agreed and signed.

**3. Declaration of Interest:** Planning – I Hutchinson.

**4. Financial:**

Monies: 297.83+ £2,910.47 + £39.91 Wayleave = £3,248.21 PLUS 1<sup>st</sup> Precept Payment £2,327.00 = £5,575.21.

LESS: Community Hall hire/donation £175.00, BHIB Insurance £510.21, NALC Subscription £86.77, NALC Website £75.00, History Group £100.00 = £4,628.23 (includes £972 ring fenced Transparency Grant).

Risk Assessments: Financial & Management Risk Assessment document – no amendments – next review May, or earlier if necessary. Fidelity Guarantee it was agreed cover for £2,000 was adequate as cheques require 3 signatures Clerk's plus two cllrs and that any additional cost on insurance is disproportionate to the risk involved.

2020/21 Audit Report:– Annual Return for the year ending 31 March 2021 and statement of assurance completed and signed as appropriate, accounts had been verified by Internal Auditor, all relevant paperwork will be displayed. Cllrs had previously reviewed internal audit procedure and the present Internal Auditor to be asked to continue for another year. The appointed independent Internal Audit, is completely unbiased and competent to carry out the audit. As part of the audit they had full access to all documentation, including Auditor's briefing notes and discussion with Parish Clerk.

Certificate of Exemption completed as gross income/expenditure did not exceed £25,000.

**5. Matters Arising:**

Highway Issues: The flashing speed sign working. Drainage - car park entrance/Station, beside the Community Hall, road beside Side house still a problem.

Burnstones bridge stones displaced – Highways are aware, work will necessitate a road closure (Sustrans own the track NCC owns the bridge). Cllr Hutchinson to seek clarification on track status – public right of way or a permission right of way. Low Bridge sign at Lambley to be re-sited to a more visible position. Parking on the road at Burnstones Bridge is a problem, this to be raised with residents.

Old School: Clerk to contact S Ricketts as to the way forward.

The Hearse House: Email received re safety issues was discussed, Cllr Mennie to contact the Vicar.

South Tyne Railway: Level Crossing – still no planning agreement.

The transfer of the train track to STR has not taken place.

Encroachment of Village Green: No update.

**6. Date of Annual Meeting:** the annual public meeting will be scheduled for September. Not certain whether the magical 21st June will be achieved, if so just too close to the July meeting and by September most people (hopefully) will have been full vaccinated.

**7. Planning Applications:**

Planning Ref 20/00539/FUL: Upgrade and surface existing access route – Land North West of Smiddy Cleugh, Lambley, Northumberland - **NCC granted permission.**

**8. Transparency, Open-ness & Accountability:**

Nothing to report, policies, procedures etc – will continue to be reviewed and amended as necessary.

**9. Correspondence:**

None.

**10. Any Other Business:**

Litter Bin beside the bottle bank has disappeared – Cllr Hutchinson to inform NCC.

No 'Doggy Bags' notices to be placed on the communal recycle bins.

**11. Date of Next Meeting:** Monday 12th July 2021 at 7.30p.m.

Meeting closed at 9.45p.m.