

Acklington Parish Council Agenda

Clerk: Clair Lewis
65 Main Street
Felton
Northumberland
NE65 9PT
Tel: 07809205548

To Members of Acklington Parish Council

You are hereby summoned to attend the Annual Meeting of Acklington Parish Council on Tuesday 4 July 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. Co-option

To co-opt a new member to the Council

4. Minutes of previous meeting

To approve as a correct record the minutes of the Ordinary Meetings of the Council held on 9 May 2023

5. Standing Item – Report from County Councillor

To receive a report from County Councillor Watson

6. Village Gateways

To agree purchase of Village Gateways and to request funding from Cllr Watson out of his Members Small Schemes budget

7. Local Transport Plan Priorities

To agree Parish Council's three priorities for submission to NCC, to be considered for inclusion in the Local Transport Plan 2024-25

8. 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>

22/02845/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
22/04490/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	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	Permitted
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	Permitted
23/00789/FUL	Lyndale, Acklington Road – Demolition of existing rear (North) facing single storey extension, with construction of larger proposed rear (North) facing single storey extension. Existing brown pebbledash finish to be removed and replaced with proposed off-white smooth rendered finish.	Permitted
23/00903/VARYCO	Land West of Barnhill Farm Cottages – Variation of Condition 2 (approved plans) on approved application 21/04696/FUL in order to further construction of barn structures occupying Phase 2 of the development by the use of interlocking concrete panels on the lower walls of the barns rather than blockwork, repositioning of barn entrances, simplification of internal spaces within the smaller agricultural buildings, greywater collection from the northern roof of the barn, the provision of roof mounted Solar OV on the new barn structures and minor additions to the permeable hardstanding.	Pending
23/00979/FUL and 23/00980/LBC	Guyzance Hall – Replace a kitchen/day room; a leisure wing which includes a swimming pool, gym and ancillary facilities; garaging, plant room, observatory and entrance with associated internal changes and external landscaping and ancillary works	Pending
23/00981/VARYCO	Guyzance Hall – Variation of conditions 1 (approved plans) and 8 (car parking) on approved application 21/02792/VARYCO in order to approve new drawings and new car parking arrangement (see withdrawn application 22/02759/VARYCO)	Pending
23/00989/LBC	Guyzance Hall – Application to carry out ancillary works necessary to implement s73 planning application to vary planning conditions numbered 1 and 8 of planning permission 21/02792/VARYCO. The following additional changes are also sought to those required to extend the Hall for residential use: minor changes to events venue internal layout space at ground and first floor levels; minor changes to Southern elevation of ballroom; demolition of small building on Northern side of building which is recent post-war addition to Hall. It is being replaced with new building; construction of new small entrance porch (circa 19.5m2 in extent) in keeping with overall elevation design	Pending

	of Hall; all demolition works necessary to implement above; and improvements to drainage system. (see withdrawn applications 22/02752/LBC, 22/02757/FUL and 22/02758/LBC)	
23/01387/FUL and 23/01388/LBC	Land South Of Magnolia Cottage Guyzance Village – Construction of Glasshouse and Poly Tunnels for continued agricultural use	Pending

9. Finance:

a. To receive Financial Summary and bank reconciliation to 28 June 2023 (pages 9 and 10)

b. To authorise payments

Supplier	Reason	Amount
Acklington Village Hall	Parish Council Meetings (overpayment made in error, will be corrected via payment of next invoice)	£11.67
S Malone – reimbursement	Footpaths Warden Scheme	£199.55
T Mezza – reimbursement	Footpaths Warden Scheme	£47.20
PlaySafety	Play Area	£106.80
L Hamlin	Audit	£80.00
C Lewis	Salary (May-Jul)	£304.64
HMRC	PAYE	£12.40

c. To note receipts

Date	Source	Reason	Amount
9/5/23	Lloyds	Interest	£6.88
9/6/23	Lloyds	Interest	£7.71
16/6/23	Groundworks UK	Repayment of Unused Locality Grant Funding in line with terms of grant	-£3,290.00

10. Footpath Working Party Update

To receive an update from the Footpath Working Party

11. Neighbourhood Plan

To receive update from the Neighbourhood Plan Steering Group

12. Play Area

To receive update and agree any actions

13. Streetlights

To receive update and agree any actions

14. Items for Next Agenda

15. Date of Next Meeting

Tuesday 4 July 2023 at 7:00pm, Acklington Village Hall

The minutes of the Meeting of Acklington Parish Council held on 7.00pm on 9 May 2023 at Acklington Village Hall.

PRESENT: Cllrs S Malone, T Mezza, J Newton (Chairman), S Shanks (Minute 2023/10(b) onwards), S Thorpe.

2022/91 Election of Chairman

RESOLVED To elect Cllr Newton as Chairman and for him to sign his Declaration of Acceptance of Office before the next Meeting.

2022/92 Election of Vice Chairman

RESOLVED To elect Cllr Ingleby as Vice Chairman and for her to sign her Declaration of Acceptance of Office before the next Meeting.

2022/93 Apologies for Absence

Cllrs Barras, Craig and Ingleby

2022/94 Disclosure of Interests

None.

2022/95 Minutes of Previous Meeting

RESOLVED that the minutes of the Meeting of the Council held on 7 March 2023 and on 18 April 2023 were agreed as a true record.

2022/96 Appointment of Members to Groups and as Representatives to other organisations

RESOLVED

- a. To appoint Cllrs Malone, Shanks, Newton and Ingleby to the Footpaths Working Group.
- b. To appoint Cllrs Craig, Ingleby and Mezza to the Neighbourhood Plan Steering Group.
- c. To appoint Cllr Ingleby as the Parish Council's Representative on the Village Hall Committee.

2022/97 Approval of Policies

RESOLVED to approve the following policies:

- a. Standing Orders
- b. Financial Regulations
- c. Risk Management and Internal Control Policy
- d. Code of Conduct
- e. Equality and Diversity Policy
- f. Health and Safety Policy
- g. Safeguarding Policy
- h. Grants Policy
- i. Complaints Policy

2022/98 Deferral of Remaining Items of Business from Standing Order 5j

RESOLVED to defer the following items of Business:

- a. Confirmation of Arrangements of Insurance Cover – defer until due
- b. Review of Subscriptions – defer until budget setting

2022/99 Time and Place of Ordinary Meetings

RESOLVED To determine the time and place of ordinary meetings of the Council as follows, all meetings to

be held in Acklington Village Hall at 7:00pm unless otherwise specified on the meeting agenda:
4 July 2023, 5 September 2023, 7 November 2023, 9 January 2024, 5 March 2024 and 7 May 2024

2022/100 Report from County Councillor

a. The dog bin has not been emptied at the crossroads beside the bus shelter.

[Cllr Shanks joined the Meeting.]

b. Cllr Watson is willing to provide money from his Members Small Schemes Budget for new village gateways.

2022/101 Planning

a. 22/03118/FUL – Rigg and Furrow Brewery. Permission has been granted.

b. 22/02845/FUL – Land North of 18-24 Acklington Village. The Ecology Officer has withdrawn their objections based on the mitigation measures put forward by the applicant. The Built Heritage and Design Officer was not happy with the design but has suggested changes. Northumberland Estates have revised their statement to suggest removing the Open Space status of the former school playground as it is landlocked and there are other open spaces in the area.

2022/102 Annual Accountability and Governance Return for the Year Ended 31 March 2023

a. The Internal Auditor commented that the Policies needed to be reviewed and re-approved, which has been done at this meeting. The Internal Auditor has also suggested an interim bank reconciliation takes place, which will be arranged.

b. **RESOLVED** to approve the Annual Governance Statement with the answer ‘Yes’ to each assertion.

c. **RESOLVED** to approve the Annual Accounts for the Year Ended 31 March 2023.

d. **RESOLVED** to approve the Accounting Statement and Explanation of Variances.

e. **RESOLVED** to confirm and approve the Certificate of Exemption.

2022/103 Finance

a. The financial summary, bank reconciliation and budget monitoring to 2 May 2023 was received.

b. **RESOLVED** to authorise the following payments.

Supplier	Reason	Amount	Payment Ref
Ludman Planning Ltd	Neighbourhood Plan Consultancy Fees	£4,000.00	
Acklington Village Hall	Neighbourhood Plan and Parish Council Meetings	£56.66	
NALC	Subscription and Website	£227.89	
Robson & Cowan	Personal Safety Equipment	£152.76	
C Lewis	Salary (Dec-Apr and backpay under SLCC Pay Agreement £69.54)	£529.34	
HMRC	PAYE	£68.60	
S Ingleby – reimbursement	Plants	£20.00	

c. The following receipts were noted.

Date	Payee	Reason	Amount
9/1/23	Lloyds	Interest	£5.16
9/2/23	Lloyds	Interest	£6.16
6/3/23	NCC	Precept	£4,880.00
9/3/23	Lloyds	Interest	£5.70
11/4/23	Lloyds	Interest	£7.65

d. Early grass cutting does not seem to have taken place. The length of times between cuts has resulted

in large amounts of loose grass cuttings left after cuts do take place. Bringing the work in house would create difficulties around training, insurance and equipment, with a new mower needed.

2022/104 Footpaths Working Group Update

- a. Northumberland Estates has scheduled work in Station Wood for early May, with a view to reopening the footpath.
- b. A safety fence is being installed around the open drainage culvert on the Cheviot Meadow Permissive Path.
- c. An 80 metre length of Footpath 101/020 has been cleared of obstructions by the volunteers. A good relationship has been established with the landowner.
- d. NCC Area Countryside Office Tony Derbyshire has committed to helping with the repair of fingerpost signs in the parish, which will be repaired at the NCC workshop and reinstalled.
- e. The team has been joined by some new parish residents, who are welcomed.

2022/105 Neighbourhood Plan

The consultant has advised that the Parish Council's suggested amendments should be incorporated into the Draft Plan before it goes to consultation, in particular the additional Local Green Space designations (next to the Paddocks and Inglenook). The consultant is still working on the amendments and the wording for the reinstated Acklington Policy to try to avoid triggering a Strategic Environmental Assessment.

2022/106 Bins

RESOLVED to purchase three new bins to be located at the crossroads, Millenium Way and the football pitch.

2022/107 Play Area

Site visits still to be arranged.

2022/108 Streetlights

67AA is still not working. This may be because the area is still under construction.

2022/109 Items for the Next Agenda

- Local Transport Plan priorities
- Co-option of new councillor
- Village Gateways

2022/110 Date of Next Meeting

Tuesday 4 July 2023 at 7:00pm, Acklington Village Hall.

The Chairman closed the meeting at 8:10pm.

Bank Reconciliation and Budget Monitoring

ACKLINGTON PARISH COUNCIL					
Financial Position at 28 June 2023					
BALANCE b/f at 1 April 2023			22,902.82		
RECEIPTS		Budget	Income YTD		
VAT Refunds		250.00	-		
Precept		9,760.00	4,880.00		
Interest received		15.00	22.24		
Donations		-	-		
Neighbourhood Plan			- 3,290.00		
Jubilee Fund			-		
Footpath Warden Scheme			-		
Miscellaneous		-	-		
		10,025.00	1,612.24		
PAYMENTS	Reserves (1/4/22)	Budget Allocation	Other Income/ Transfers	Expenditure YTD	Current balance
Clerk's Salary		1,400.00		597.94	802.06
Clerk's Expenses		50.00		-	50.00
Room Hire		-		89.99	
Stationery		50.00		-	50.00
Insurance		300.00		-	300.00
Audit Fees		200.00		80.00	120.00
Subscriptions/Training		300.00		152.89	147.11
IT Costs		75.00		75.00	-
Street Furniture	1,464.88	-		-	1,464.88
Landscaping/Grass Cutting	1,351.27	1,700.00		-	3,051.27
Play Area	11,632.57	-		154.00	11,478.57
Footpath Warden Scheme	736.41	1,000.00		316.18	1,420.23
Flower Planters	213.25	250.00		20.00	443.25
Community Defibrillator	184.10	250.00		-	434.10
Neighbourhood Plan	539.28	500.00		20.00	1,019.28
Neighbourhood Plan - Locality Grant	3,290.00	-		-	3,290.00
Miscellaneous		-		-	-
Donations		1,200.00		-	1,200.00
Recoverable VAT		250.00		36.13	213.87
Election Costs	331.80	-		-	331.80
Jubilee Fund	390.96	-	-	-	390.96
VAS		-		-	-
	20,134.52	7,525.00	-	1,542.13	26,207.38
General Reserves	2,768.30	2,500.00	- 5,122.76	-	145.54
BALANCE C/F				22,972.93	
BANK RECONCILIATION					
Balance per bank statements as at 28 June 2023					
Lloyds Treasurers Account				10,858.51	
Lloyds Business Bank Instant Account				12,114.42	
				22,972.93	-

Earmarked Funds

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	11,632.57				-	154.00	11,478.57
Street Furniture	1,464.88				-	-	1,464.88
Ground Maintenance	1,351.27				1,700.00	-	3,051.27
Election Costs	331.80				-	-	331.80
Flower Planters	213.25				250.00	20.00	443.25
Jubilee Fund	390.96				-	-	390.96
Neighbourhood Plan	539.28				500.00	20.00	1,019.28
Neighbourhood Plan - Locality Grant	3,290.00	- 3,290.00			-	-	-
Footpath Warden Scheme	736.41				1,000.00	316.18	1,420.23
Community Access Defibrillator	184.10				250.00	-	434.10
Total Earmarked Reserves	20,134.52	- 3,290.00	-	-	3,700.00	510.18	20,034.34
General Reserves	2,768.30	- -	5,122.76		2,500.00	-	145.54
Working Balance	-	-	3,825.00		-	1,031.95	2,793.05
							22,972.93