**Bardon Mill Parish Council**
**13th December 2022**
**Draft Minutes**

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|---|---|---|
| Present | Cllr S Furlong<br>Cllr G Gill<br>Cllr M Robson<br>Cllr G Walton | Cllr J Oliver<br>Cllr A Sharp - County<br>Clerk – Susan Saunders<br>1 member of the public |
| Time | 7.00pm | |
| 54/22 | **Apologies for Absence –** Cllr V Furlong, Cllr M Nixon<br>Dispensation request from Cllr J Oliver: Cllr Oliver had missed the last meeting as he was called into work. He wrote to ask for dispensation as this would take him over the 6 month absence rule. He left the room while members considered and agreed his request.<br>**Proposed Cllr S Furlong Seconded Cllr G Gill Approved**<br>Members were reminded that missing meetings for over 6 months does lead to automatic exclusion and if it was likely to happen, a request for dispensation should be provided before the 6 months is up. However, it appears there was another councillor who attended in February and then missed May. It was suggested that this may have invalidated the October meeting. The clerk was asked to seek advice on this and ask the councillor to request dispensation.<br>Members agreed that this problem is arising due to the timing of the meetings. So, if a member missed either May or Sept the following meetings were over 6 months. It was therefore agreed to change the September and December meeting dates to August and November so, they were evenly spaced out over the year. This can be discussed and resolved at the February meeting. Members need to be aware that they should request dispensation before they get to 6 months absence in future. | |
| 55/22 | **Declaration of Interests**<br>The Chair reminded everyone to declare interests where appropriate. | |
| 56/22 | **Minutes of the previous meeting held on Tuesday 25th October 2022**<br>The minutes were approved.<br>**Proposed Cllr G Gill Seconded Cllr S Furlong Approved** | |
| 57/22 | **Matters Arising from the minutes of Tuesday 25th October 2022**<br>The safety leaflet distribution at the level crossing went ahead. | |
| 58/22 | **Public Questions** – no questions. | |
| 59/22 | **Planning Applications**<br>22/03294 First floor extension, High Birkshaw House - **GRANTED** | |
| 60/22 | **Northumberland County Council**<br>Cllr Sharp reported:<br>• Birkshaw Bank has now had the leaves cleared away.<br>• The 'no buses' sign should be sited in the next week.<br>• NCC are considering signs to stop large vehicles driving down The Steel. The sign presently there is in the wrong place and bot very clear. Members thought that a sing on Morley Banks would be beneficial too.<br>• Glen Harrison is to look at the roads in Thorngrafton.<br>• The drainage at Ridley Bridge has still not been addressed.<br>Cllr Sharp will raise the relevant issues with county.<br>Town, Parish & Community Conference – the clerk will attend on behalf of the council. | |
| 61/22 | **Bardon Mill Railway Station -** No new updates. | |
| 62/22 | **A69**<br>A meeting has taken place to discuss the barriers and crossing places. Members will be sent a draft letter from Henshaw Parish to endorse outlining the suggestions of where the crossings are best situated. | |
| 63/22 | **Tyne Valley Parish Council Active Travel Route**<br>Cllr Gill attended a second meeting and reported that funding is being sought to begin the route from Newcastle to Hexham with the ambition to create a cycle superhighway between Newcastle and Carlisle. | |
| 64/22 | **Standing Orders –** Only one amendment was suggested which was with respect to the clerk | |



Signed Chair Date

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submitting accounts to the external auditor. As that no longer needs to be done if the income or expenditure is under £25k, it was agreed to insert 'should the need arise'. Other than that, the standing orders were approved.

**Proposed Cllr G Gill** **Seconded Cllr S Furlong** **Approved**

65/22 **Reports on Financial Matters**

**65/22.01** Bank reconciliation, Income & Exp and accounts for payment as at 13th December 2022

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|---|---|---|---|---|
| **BARDON MILL PARISH COUNCIL** | | | | |
| **BANK RECONCILIATION** | *Appendix 1* | | **65/22.01** | |
| **BANK** | **£** | **£** | **£** | |
| **Balance as at** | **31/10/2022** | | | |
| Current Account | | | £8,938.96 | |
| **Plus outstanding lodgements** | | | | |
| **Less outstanding payments** | Oct Cheques | | 1501.13 | |
| **NET BANK BALANCES AT** | **31/10/2022** | | **£7,437.83** | |
| The net balances reconcile to the Cashbook - receipts and payments account - for the year as follows | | | | |
| **CASH BOOK** | **£** | | **£** | |
| **Opening Balance as at 31st March 2022** | 4920.38 | | £4,920.38 | |
| | | | £4,920.38 | |
| Add: Receipts in the Year | £5,180.00 | | | |
| Less Payments in the Year | £2,662.55 | | | |
| **Closing balance per Cash Book [Receipts & Payments]** | | | **£7,437.83** | |
| **as at** | **31/10/2022** | | | £0.00 |
| ***Appendix 2*** | | | | |
| **65/22.01 Payments for 13th December 2022** | | | | |
| ICO | DDR | 35.00 | Data Prtection Subscription | |
| HSBC | | 24.00 | Nov-Jan bank charges | |
| **Total Payments** | | **59.00** | | |

The payments of £59.00 were approved.

**Proposed Cllr M Robson** **Seconded Cllr S Furlong** **Approved**

**65/22.02** Budget and Precept for 2023-2024 – After a discussion and the information that small parishes could keep up to 12 months of reserves as staged in the JPAG rules, it was agreed to increase the precept to £5030 which is just over 3% raise.

**Proposed Cllr M Robson** **Seconded Cllr G Walton** **Approved**

**65/22.03** NJC salary decision to approve – the 2022-2023 salary rates were approved and will be paid in February.

**Proposed Cllr M Robson** **Seconded Cllr S Furlong** **Approved**

66/22 **Code of Conduct**

As part of the Civility & Respect pledge being proposed by SLCC and NALC, an updated version of the Code of Conduct has been produced. Members will look at this and discuss at the next meeting.

67/22 **Correspondence received since last meeting.**

It has been brought to the attention of the council that at the next election, voters may be required to have photo id. As many people do not have driving licence or passport, this could prove to be an issue. Cllr Sharp will keep members updated.

68/22 **Any other relevant business**

It was reported that there are stones on the paving just past The Bowes that may be on a public path. Cllr J Oliver offered to investigate.

69/22 **Dates and times of next meeting**

Tuesday 14th February 2023 - 7pm Henshaw Church Hall. *The meeting closed at 7.50pm*

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Signed Chair Date