

Simonburn Parish Council

DRAFT Minutes – Thursday 7th March 2024

Chairman: Mrs JE Lamb
Venue – Simonburn Village Hall

Meeting started at 6:05pm.

Present

Cllrs Mrs JE Lamb (Chairman), AW Langford, Cllr NJ Morphet, Alan Mardell, and Clerk Miss K Heaney.

Chair Jane Lamb opened the meeting by introducing the Parish Council members to Alan Mardell, attending the meeting to see about possibly joining the Parish Council.

07-03-01 Apologies for absence

P Rowcroft – Received by Jane (Chair).

07-03-02 Declaration of Interest

Chair Jane Lamb declared in an interest in item agenda number 10.

07-03-03 Minutes

The minutes were circulated around members after the previous meeting. Members agreed the minutes and Chair Jane Lamb signed the minutes, 13th December 2023.

07-03-04 Matters arising from previous meeting.

None

07-03-05 Document & Policy review

Members happy for Clerk to investigate policies in place and send the information around to everyone. Some may need amended and brought back to another meeting to be approved – Clerk to keep members informed.

02-09-06 Correspondence & Clerks Report – Appendix 1 – Noted.

Clerk circulated correspondence & clerks report before the meeting. Members happy with the Clerks report and happy with the updates.

Castlelane updates – there was no updates as of the 5th of March 24 however, as of the 7th of March residents reported that some work was taking place by NCC, drains were being scarped with a digger to try and help with the flooding issue there. May be an issue with the drain by the church fence, may be necessary to go and contact highways to see who is responsible for the drains.

Other correspondence circulated prior to the meeting includes Carbon Literacy, CAN ENews, NALC, SLCC and sycamore Gap update.

Simonburn Parish Council 2023-2024

Clerk; Miss K L Heaney

Simonburnparishclerk@outlook.com

Chairman: JE Lamb, Vice-Chairman: NA Ridley

Councillors: P Rowcroft, AW Langford, D Bulman and vacancy.

Date Approved: 22nd May 2024

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07-03-07 Clerks Contract – Updates.

Clerk informed members of the advice received from Sarah Eden and Susan Saunders regarding Clerk notice period. Members happy to sign contract which states 3-month notice is required, this was the advice received as 6 months' notice can be complicated.

07-03-08 Reports

Northumberland County Council

Report given by Cllr N Morphet covering the following updates:

- **Local Transport Plan programme for 2024/25**
- **Parish council's request for a 20mph speed limit for the village**
- **Castle Lane**
- **The C226 between Tower Tye and Fairshaw junction**
- **The first Local Bus Board meeting**
- **new Climate Change Action Plan**
- **Storm Arwen review**
- **Chollerford Bridge – Greenlight.**
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I have attached a copy of the report received from County Councillor Nick Morphet.

Village Hall Report given by Cllr P Rowcroft- Updates on Village Hall Events. All events going well, the Bacon butty mornings are still very popular. And the bingo is also going very well also.

PCC Windows in hand, still ongoing. No other updates.

07-03-09 Planning Consultation

None received.

07-03-10 Village Car Park – Wood Felling.

Chair Jane Lamb informed members that tree felling work was planned to take place in Simonburn however, this brings it with it that we may need to close the village car park, while machinery needs access. Chair Jane going to inform residents and make a plan going forward for the wood being felled. Members happy with car park possibly needing to be closed as long as residents are aware.

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07-03-11 **Defibrillator Updates.**

Defibrillator has been checked and is up to date – needs new pads in Nov 2025.

07-03-12 **Council Website Updates.**

Information forwarded around the members regarding NALC information. Members approved the annual fee of £75. Clerk to contact NALC and previous Clerk to see about getting the information from Simonburn's current website onto the NALC one. Members would like website kept simple and kept as contact details to contact Clerk directly.

07-03-13 **Financial Matters up to 7th March 2024 –**

- a) Account £3,278.97 and Current Account £1,652.84. **Income** Bank Interest 15.78. **Approved Payments** Clerk's K Heaney £877.64, HMRC £219.40 tax, Village Hall Hire Approx £40-£60.
- b) Updates banking Matters – Members informed we may have to contact HSBC regarding mandate as previous Clerk is still on the Mandate even though we have sent off the relevant paperwork. Chair Jane Lamb and Clerk Katie Heaney to organise.
- c) Internet Banking – Clerk requested wage payments be made directly via BACS. However, with HSBC not having a two-person payment approval, the members and chair were unsure. After discussing the Council agreed that they are happy for Jane to set up wage payments if the mandate can be changed to do so. Clerk happy to cheque payments until this can be sorted.

07-03-14 **Date of Next Meeting**

Annual Meeting – Wednesday 22nd May 2024 6:00pm.
Venue – Simonburn Village Hall.

Meeting closed at 19:05pm.

Signed Chairman.....

Date

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