

PLENMELLER WITH WHITFIELD PARISH COUNCIL
Meeting 12th February 2024
Approved Minutes

| | | |
|-----------------------|--|---|
| Present 7.00pm | Cllr J Blackett-Ord Cllr J Cousin Cllr O Norris | Cllr J Johnston Cllr A Dale Cllr V Harmer Clerk - Mrs Susan Saunders |
| 01/24 | Apologies for absence Cllr I Hutchinson, Cllr A Johnston | |
| 02/24 | Declarations of Interest Cllr J Blackett-Ord declared an interest in any Whitfield Estate matters that may be raised. Cllr V Harmer declared an interest in any Plenmeller matters that may be raised. | |
| 03/24 | Public Questions - No questions. | |
| 04/24 | Minutes of the meetings to be approved held on: Monday 13 th November 2023 Proposed Cllr J Cousin Seconded Cllr J Johnston AGREED | |
| 05/24 | Matters arising from previous Minutes not dealt with elsewhere in the current agenda No Matters | |
| 06/24 | Code of Conduct 2020 It was agreed to adopt the latest version. Proposed Cllr J Cousin Seconded Cllr J Johnston AGREED | |
| 07/24 | Correspondence received since the last council meeting. | |
| 08/24 | Northumberland County Council 08/24.01 County Councillor to report. <ul style="list-style-type: none"> • Signs at Steel Bank - no further report. • Hall Bank Highways- drains are still blocked despite many requests made to NCC • The slow sign at Laws Corner – <i>no update</i> • The slow sign at Plenmeller – A speed survey has been undertaken and members received the report. It was agreed nothing further will be achieved in pursuing this with NCC. The road widening between Fell House and Haltwhistle turning– The clerk was asked to contact Cllr Hutchinson to clarify what is happening with the road widening at Fell End. Town and Parish Conference 14 th March 2024 – The clerk will attend on behalf of the council. Members raised concerns about speeding traffic through Whitfield from motor car & cycle clubs; especially over weekends and bank holidays. The clerk will contact Inspector Benson and ask if the speed van could come for a check at the times mentioned. There are still issues with drains and potholes at Plenmeller, particularly on the Unthank Road. Members will take photos and the clerk will report this on 'Fix My Street' Cllr Hutchinson will also be notified. | |
| 09/24 | Planning Applications <i>No Plans</i> | |
| 10/24 | Risk Assessment – the assessment was approved with the addition that the clerk will also save files in the cloud on Google Drive. Proposed Cllr J Cousin Seconded Cllr J Johnston AGREED | |
| 11/24 | Great North Air Ambulance – it was agreed to donate £100 which the clerk will undertake online and be re-imbursed. Proposed Cllr A Dale Seconded Cllr O Norris AGREED | |
| 12/24 | National Joint Council Pay Scale Agreed Rates for 2023-2024 – The rise was approved. Proposed Cllr J Johnston Seconded Cllr A Dale AGREED | |

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13/24

Reports on Financial and Administration Matters

13/24.01 Bank Balances & Income and expenditure as at 31st January 2024

13/24.02 Bank Reconciliation and Accounts for Payment 12th February 2024

| Appendix 4 | | Plenmeller with Whitfield | | | 13/24.02 |
|---------------------|---|---------------------------|-------------------------|--------|----------------------------|
| Bank Reconciliation | | For Current Account | | | |
| Bank Balance as at | | 01-Jan-24 | | | £2,233.77 |
| Plus | o/s Lodgements | | | | |
| Less | o/s Payments | | | | |
| | | | | | |
| | | | | | <u>£2,233.77</u> |
| | Bal b/f 31 st March 2023 | | £1,327.82 | | |
| | Receipts in the year | | £2,990.00 | | |
| | Payments in the year | | £2,084.05 | | |
| | Balance at | 01-Jan-24 | | | <u>£2,233.77</u> |
| | Payments For Approval at 14 th August 2023 | | | | |
| | | | | | |
| | HSBC | DDR | Bank Charges | 17.00 | Feb & Marc 2 Months - 1 CQ |
| | GNAA | | Donation to be approved | 100.00 | SMS pay |
| | V Hall rental | | end of 2023-2024 | 5.00 | SMS pay |
| | SMS Salary | | 6 months plus back pay | 436.60 | |
| | SMS Exp | | Home All, travel | 45.10 | |
| | SMS Exp | | Elks Head refund | 64.80 | |
| | HMRC | | PAYE | 16.40 | |
| | ICO | DDR | Subscription | 35.00 | |
| | | | | 719.90 | |
| | Balance Forecast to 31 March 2024 | | | | <u>£1,513.87</u> |

The payments of £719.90 were approved.

Proposed Cllr J Cousin

Seconded Cllr J Johnston

AGREED

13/24.03 Appointment of internal auditor – it was agreed to appoint Mr J Lill.

Proposed Cllr J Cousin

Seconded Cllr J Johnston

AGREED

13/24.04 Other Financial Matters

Speed Sign in Whitfield (past the shop)– A quote from Unipart Dorman was received which was £2400. This is the price of a new radar but, the clerk was not sure if it was expensive as it included their time and travel. However, a local electrician has been asked to have a look and assess it. In the meantime, one of the other signs has been damaged (before Elk's Head) and apparently someone from NCC may have made it safe. The clerk is liaising with NCC to find out and get an update so it can be reported to the insurance company.

14/24

Haltwhistle & District Burial Committee

Melkridge Updates – a report has now been made ready to go to cabinet which should happen in the next week or two and a final decision will be agreed by NCC.

15/24

Any Other Business – no reports

16/24

Dates and times of next meetings:

Annual Parish meeting and Parish Council Meeting – May meeting to be confirmed. 15th May?