

# Simonburn Parish Council

## DRAFT Minutes – Wednesday 22<sup>nd</sup> May 2024

**Chairman:** Mrs JE Lamb

**Clerk:** Miss K L Heaney

**Venue –** Simonburn Village Hall

Meeting started at 6:05pm.

### **Present**

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

### **Declaration of Interest**

Chair Jane Lamb declared in an interest in item *agenda-ref 6.1*

### **22-05-01 Election of Chairman (*Declaration of Office*)**

Members proposed to keep the same Chair – Mrs JE Lamb. All members agreed.

### **22-05-02 Apologies for absence**

P Rowcroft – Received by Jane (Chair) Cllr D Bulman absent.

### **22-05-03 Members Interests**

N/A - Members requested a statement regarding declarations be added into the first section of futures agendas – clerk to action.

### **22-05-04 Reports – Village Hall, NCC & PCC.**

**Report received from County Councillor, Nick Morphet – Noted.**

### **Summary of attached report;**

**Flooding at 1 The Green:** A high-capacity double gully is scheduled to be installed within the next 3-4 weeks to mitigate flooding. Additional drainage issues along Castle Lane still need to be addressed.

**Simonburn Parish Council 2023-2024**

**Clerk; Miss K L Heaney**

**Simonburnparishclerk@outlook.com**

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**Traffic Calming in Nunwick:** No start date yet for the traffic calming measures. The anti-skid treatment has been omitted to reduce costs but may be considered in future maintenance.

**Local Bus Board:** The first meeting was held, but no decisions were made regarding parish council engagement. Updates will follow the next meeting.

**Cyclist Safety at Chollerford Bridge:** Advanced Stop Lines (ASLs) for cyclists will be installed soon. If ASLs are ineffective, efforts will continue to extend the green light duration.

**Climate Change Action Plan:** The draft plan will be presented to the Cabinet on 11th June. The previous team leader has left, and interviews for a replacement are upcoming.

**Climate Change Website:** The County Council has launched a draft climate change website.

No report received on behalf of village hall, D Bulman absent. Residents report that village hall events have been popular. PCC church fete 27<sup>th</sup> July 2024 2-4pm, if councillors would like to donate anything or participate with fundraising or ideas, please let Jane or Katie know.

**22-05-05 Minutes – Thursday 7<sup>th</sup> March 2024** The minutes were circulated around members after the previous meeting. Members agreed the minutes to be a true record and Chair, Mrs Jane Lamb signed the minutes.

**22-05-06 Matters arising from previous meeting.**

6.1 potential danger to road users - Simonburn towards Slatterfield – Members discussed updates regarding tress being removed. Agreed to monitor situation as winter gets closer.

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### 22-05-07 **Declarations**

N/A – discussed.

### 22-05-08 **Election of Vice Chairmen & Representatives**

Council members agreed to keep vice chair chairmen the same along with the representatives.

### 22-05-09 **Co-opt – New representative joining Simonburn Parish Council**

New council member Alan Mardell co-opt Simonburn Parish Council – Co-opt paperwork signed.

### 22-05-10 **Council Insurance – (Zurich Municipal plc) Renewal 1st June.**

Members approved insurance renewal payment of £257.60.

### 22-05-11 **Annual Governance and Accountability Return for 2023/2024**

Members approved figures presented – agreed to contact GD Scorer send over copy once signed.

**11.1** To consider any actions arising from the report of the internal auditor. Summarised report attached.

**11.2** To approve the Annual Governance Statement – signed and approved. Copy attached.

**11.3** To approve the draft Annual Accounts for 2023/2024 – Draft accounts attached clerk to draft up further information on accounts at next meeting.

**11.5** Certificate of Exemption – Signed and approved.

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### 22-05-12 Payments to be approved including Mower Insurance and Audit Information

Payee	Breakdown	Amount
HMRC	Clerk Paye Tax 31/03/2024 - 31/05/2024	£94.00
HMRC	Clerk Paye Tax -01/11/2023 - 29/03/2024	£219.40
Katie Lee Heaney	Salary 31/03/2024- 31/05/2024 £376.16 + £12.8 Mileage& Home Allowance	£389.04
Nalc - Northumberland Association of Local Councils	Subscription including national affiliation fee - website & maintenance	£67.21
Zurich Municipal	Insurance renewal - from June 24 - Insurance aware of banking issues	£257.60
Children with Cancer UK	GD Scorer audit fee - requested payment be donated to chosen charity.	£60.00
	<b>Total Amount of CQs:</b>	<b>£1,087.25</b>

Payments above approved total- £ £1,087.25.

### 22-05-13 Date of Next Meeting

**Simonburn Parish Council 2023-2024**

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Date Approved: 22<sup>nd</sup> May 2024

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Parish Council Meeting - Wednesday 25<sup>th</sup> September 2024 6:00pm.  
Venue – Simonburn Village Hall.

*Meeting closed at 19:05pm.*

Signed Chairman.....

Date .....

SIMONBURN PC DRAFT

**Simonburn Parish Council 2023-2024**

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