

# PLENMELLER WITH WHITFIELD PARISH COUNCIL

## Meeting 15<sup>th</sup> May 2024

### Approved Minutes

Present  7.00pm	Cllr J Blackett-Ord Cllr J Cousin Cllr O Norris Cllr A Johnston	Cllr J Johnston Cllr A Dale Cllr V Harmer Clerk - Mrs Susan Saunders Cllr I Hutchinson - county
<b>17/24</b>	<b>Election of Chairman</b> Cllr J Blackett-Ord was nominated, accepted the role and signed the declaration. <b>Proposed Cllr A Johnston                      Seconded Cllr O Norris                      AGREED</b>	
<b>18/24</b>	<b>Election of Vice Chairman and Committee Representatives:</b> Cllr A Johnston was nominated and accepted the role. <b>Proposed Cllr J Cousin                      Seconded Cllr O Norris                      AGREED</b> Haltwhistle & District Joint Burial Committee Cllr A Dale was re-nominated and accepted. <b>Proposed Cllr A Johnston                      Seconded Cllr J Cousin                      AGREED</b>	
<b>19/24</b>	<b>Apologies for absence.</b>	
<b>20/24</b>	<b>Declarations of Interest</b> 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.	
<b>21/24</b>	<b>Public Questions</b> - No questions.	
<b>22/24</b>	<b>Minutes of the meetings to be approved held on:</b> Monday 14 <sup>th</sup> February 2024 <b>Proposed Cllr J Johnston                      Seconded Cllr J Cousin                      AGREED</b>	
<b>23/24</b>	<b>Matters arising from previous Minutes not dealt with elsewhere in the current agenda</b> The drains at Hallbank have been reported. The slow sign at Laws Corner has still not been sited. The potholes at Plenmeller were filled and the drains were cleared. Another large pot hole has appeared and will be reported on Fix My Street. There are still speeding vehicles going through the village. The clerk had reported this on the new speed report site brought in by the police. More police cars have been seen but, not on the days when the speeding occurs. It was agreed to write to the inspector and give more details of cars and number plates if they could easily be found.	
<b>06/24</b>	<b>Matters arising from the Annual Parish Meeting – no matters</b>	
<b>07/24</b>	<b>Correspondence received since the last council meeting - noted</b>	
<b>08/24</b>	<b>Northumberland County Council</b> <b>26/24.01</b> County Councillor <ul style="list-style-type: none"> <li>• The widening of the from Fell House Road is due to start this year. There are still 2 phases to go but they may be done at the same time.</li> <li>• Sign at The Steel – still not in place. There are 4 signs in total and Cllr Hutchinson is continually being told they are at the design stage.</li> </ul> <b>26/24.01</b> Planning Application consultation – noted but no response agreed.	
<b>09/24</b>	<b>Planning Applications</b> <i>No Plans</i>	

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**Reports on Financial and Administration Matters**

**28/24.01** Insurance renewal to approve – 2 quotes have been received and it was agreed to continue with the current insurers, Zurich, on a 3 year long term agreement.

**Proposed Cllr J Cousin                      Seconded Cllr J Johnston                      AGREED**

**28/24.02** Bank Balances & Income and expenditure as at 31<sup>st</sup> March 2024

Appendix 2	Plenmeller with Whitfield		28/24.03
<b>Bank Reconciliation</b>	<b>For Current Account</b>		
<b>Bank Balance as at</b>	<b>31-Mar-24</b>		<b>£1,542.27</b>
Plus	o/s Lodgements		
Less	o/s Payments	PAYE	£16.40
			<u>£1,525.87</u>
	<b>Bal b/f 31st March 2024</b>	<b>£1,525.87</b>	
	Receipts in the year	£0.00	
	Payments in the year	£0.00	
	<b>Balance at</b>	<b>31-Mar-24</b>	<b><u>£1,525.87</u></b>
	<b>Payments For Approval at 15th May 2024</b>		
	NALC	150.11	<i>£75.11 subs/£75 Website</i>
	HDJBC	572.18	<i>1st tranche</i>
	Zurich Ins	317.29	<i>3 year LTA</i>
	Village Hall	20.00	<i>4 room hire 24-25</i>
	IA voucher	15.00	<i>to be agreed</i>
		<u>1074.58</u>	
	Receipts since the last meeting		
	NCC	Precept to receive	1549.00      Apr-24
	NCC	Cemetery Dbl NCC charge in 23-24	20.00      Mar-24

The payments of £1074.58 were approved.

**Proposed Cllr J Cousin                      Seconded Cllr J Johnston                      AGREED**

The clerk was asked to make a note in the accounts that PAYE was included in the salary total. The clerk was asked for a breakdown of the costs for the seat repair. However, there was no cost for the painting of it as was undertaken by a volunteer.

**28/24.04** Audit Requirements

**28/24.04.01** To consider and agree any actions arising from the report of the internal auditor

**28/24.04.02** To approve the Annual Governance Statement

**28/24.04.03** To approve the draft annual accounts for 2023/24

**28/24.04.04** To approve the Accounting Statement and Explanation of Variances

**28/24.04.05** To confirm and approve the Certification of Exemption

**28/24.04.06** To agree the dates for the exercise of public rights. Dates set at Monday 3<sup>rd</sup> June - Friday 12<sup>th</sup> July 2024.

The above items were all approved.

**Proposed Cllr A Johnston                      Seconded Cllr J Cousin                      AGREED**

**Speed Sign Issues**

**29/24.01** Damaged sign and Insurance updates – The insurers will pay £479 towards the cost of repair which leaves the council to pay the £250 excess and VAT. It was agreed to accept this.

**Proposed Cllr A Johnston                      Seconded Cllr J Cousin                      AGREED**

**29/24.02** Broken sign and repair costs – the quote from Unipart is still very high, though they have said if they do both repairs at the same time, they could reduce it slightly. Cllr Hutchinson suggested contacting a councillor from Halton-Lea-Gate who has had to deal with speed sign issues in the past. The clerk was also asked to contact Nick Postma again to see if he could look at it once a key is found.

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	Cllr Hutchinson was reminded that he had said he would help with some signage in Plenmeller from his capital allowances. Cllr's V Harmer and A Dale will liaise with him to agree an appropriate position.
<b>30/24</b>	<p><b>Haltwhistle &amp; District Burial Committee</b></p> <p><b>30/24.01</b> Accounts for 2023-2024 to receive – noted and will be placed on the website as they show they breakdown between the parishes.</p> <p><b>30/24.02</b> Scale of Fees to note – these will be placed on the website.</p> <p><b>30/24.03</b> Melkridge Withdrawal Report – The report has been received from NCC who state that the calculation of the share of the levy is approved with the Band D method but that NCC cannot make a decision about Melkridge leaving. The Burial Committee are seeking advice from Northumberland NALC on how to proceed and will report back.</p>
<b>31/24</b>	<b>Any Other Business</b> – Cllr Blakett-Ord reported a B.O.A.T in bad condition. He will send details to the clerk to report on Fix My Street. Cllr Hutchinson will also investigate.
<b>32/24</b>	<p><b>Dates and times of next meetings:</b></p> <p>Parish Council Meeting – Monday 12<sup>th</sup> August 2024 in Whitfield Village Hall commencing at 7.00pm.  The meeting concluded at 8.30pm.</p>