

# TOGSTON PARISH COUNCIL

At the Meeting of the Parish Council held at Togston Club on Friday 17 May 2024 at 6:30pm.  
Present: Cllrs L Blewitt [from Minute 5 onwards], A Cairns, S Jeffrey (Chairman) and C Thomson.

1/24 Election of Chairman

**RESOLVED** to elect Cllr Jeffrey as Chairman.

2/24 Election of Vice Chairman

**RESOLVED** to elect Cllr Cairns as Vice Chairman.

3/24 Apologies for Absence – Cllrs A Lisle and F Moore.

4/24 Public Participation

- a. The new compost area at the main allotments will be constructed from crates as soon as possible. Mr Henderson has offered to help. The allotment grass has been cut and it looks tidy. Either Allotment 23 or 27 could be used as a communal space. Cllr Thomson will speak to the prison about sourcing benches.
- b. Persimmons have cut the back hedge despite it being the nesting season. Having tried unsuccessfully to speak to the site manager, Mrs Urwin has now reported this to NCC Planning with photographs.
- c. Persimmons have also blocked a footpath with HERAS fencing.
- d. The Waterboard needs to remove the hedge by North End Close to access the supply pipes. It is hoped that minimal damage will be caused.

[Cllr Blewitt joined the meeting.]

5/24 Disclosure of Interests – None

6/24 Minutes of Previous Meetings

The Minutes of the Meeting of the Parish Council on 1 March 2024 were approved as a true record.

7/24 Time and Place of Ordinary Meetings of the Council

**RESOLVED** to determine the date of ordinary meetings of the Council as follows, all meetings to be held at 6:30pm in Togston Club unless otherwise specified: 5 July, 6 September, 1 November, 10 January, 7 March, 2 May.

8/24 Report from Northumbria Police

No incidents have taken place which should be of wider community concern.

9/24 Report from County Cllr Terry Clark – None

10/24 Annual Governance and Accountability Return for the Year Ended 31 March 2024

- a. **RESOLVED** to approve the Annual Governance Statements, answering Yes to Assertions 1-4, 6-8, No to Assertion 5 as a formal record of risk assessment has not been completed, and N/A to Assertion 9.
- b. **RESOLVED** to approve the draft Annual Accounts for the Year Ended 31 March 2024.
- c. **RESOLVED** to approve the Accounting Statement and Explanation of Variances.
- d. **RESOLVED** to confirm and approve the Certificate of Exemption.

11/24 Finance

- a. The financial report to 10 May 2024 was received by the Parish Council.
- b. **RESOLVED** to move £4,000 from Allotment Earmarked Reserve Fund into General Reserves.

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c. **RESOLVED** to voluntarily pay room hire of £10/hour to Togston Club for Parish Council meetings to help meet running costs, by way of an annual payment of £80 (for six ordinary meetings and two allotment holders' meetings).

d. **RESOLVED** to authorise the following payments:

Payee	Head of Expenditure	Cost	VAT	Total	Ref.
Anglian Water (Wave)	Allotment – Water	£130.30		£130.30	
Zurich	Insurance	£241.00		£241.00	
NALC Northumberland	Website/Subscriptions	£166.14		£166.14	
A Cairns – reimbursement	Compost	£16.00		£16.00	
C Thomson - reimbursement	Planters	£80.00		£80.00	
Togston Club	Room Hire	£80.00		£80.00	

e. The following receipts were noted:

Date	Source	Reason	Amount
Various to 12/5/24	Individuals	Allotment and Garage rents	£2,285.80
10/4/24	NCC	Precept	£3,278.00
10/4/24, 10/5/24	TSB Bank	Interest	£1.89

12/24 Fly Tipping

**RESOLVED** to write to residents on Gordon Terrace, Chapel Row, East View and Guyzance Avenue thanking those residents that are responsible home and dog owners, and drawing attention to the issues with fly tipping and dog waste.

13/24 Allotments

- a. Rent letters have been sent and the majority have now been paid.
- b. There are six vacant allotments on the main site and none on Togston Crescent or East View.

14/24 New Litter Bin for Car Park

In progress – awaiting confirmation of dates and price for installation from NCC.

15/24 Togston in Bloom

**RESOLVED** to have the same categories and prizes as last year. Cllr Jeffrey will speak to the judges to arrange a date.

16/24 Personnel Committee

**RESOLVED** to appoint Cllrs Blewitt, Cairns and Jeffrey to a new Personnel Committee, with delegated authority to review and shortlist applications, interview and appoint to fill the role of Clerk and Responsible Financial Officer.

17/24 Items for the Next Agenda – None

18/24 Date of Next Meeting

**Friday 5 July 2024** at 6:30pm, Togston Club

# **TOGSTON PARISH COUNCIL**

The Chairman closed the Meeting.