

Acklington Parish Council

Clerk: Elaine Brown
58 Westmorland Avenue
Newbiggin by the Sea
Northumberland
NE64 6RN
Tel: 07588659600

To Members of Acklington Parish Council: Councillors Newton (Chairman), Critchlow (Vice-Chairman), Barras, Craig, Ingleby, Malone, Mezza, Orr and Thorpe

In accordance with Paragraphs 7 & 10(2) (b) of Schedule 12A of the Local Government Act 1972 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, I hereby summon you to attend a Meeting of **ACKLINGTON PARISH COUNCIL** to be held online on Tuesday 3rd November 2020 at 7pm.



Elaine Brown PSLCC, CiLCA
Parish Clerk & Responsible Financial Officer

Join Zoom Meeting
<https://zoom.us/j/97000288379>

Meeting ID: 970 0028 8379
Passcode: 964626

Dial by your location
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OPEN SESSION

At the invitation of the Chairman to consider any questions from members of the public prior to commencement of the business to be transacted on the agenda. Questions are limited to a 15 minute period or 3 minutes per person.

BUSINESS TO BE TRANSACTED

C040/20 Apologies for absence

To approve any apologies for absence

C041/20 Disclosure of Interests

To disclose any interests in items on the Agenda and the granting of any dispensations

C042/20 Council Vacancy

To consider the co-option of a councillor

C043/20 Minutes of previous meeting

To approve as a correct record the minutes of the Ordinary Meeting of the Council held 1st September 2020 (pages 4-7)

C044/20 Standing Item – Report from County Councillor

To receive a report from County Councillor Watson

C045/20 Finance:

- a) Financial Summary at 28th October 2020 Treasurers Account £3304.93, Business Bank Instant £14567.54
- b) To note receipt of bank reconciliation and budget monitoring at 28th October 2020 (pages 8-9)
- c) To authorise payments

20.09.2020	570	Homebase/B&Q/Mole Country Stores	Planting, compost, paint	£150.80
05.10.2020	571	NCC	Grass cutting	£253.12
05.10.2020	572	Greenbarnes	Noticeboards	£4544.99
23.10.2020	573	NCC	Grass cutting	£1306.51
03.11.2020	574	Clerk	Wages/expenses	£193.58
03.11.2020	575	HMRC	PAYE	£43.40

- d) To note receipts

07.09.2020	NCC	Precept	£3750
09.09.20	Lloyds	Interest	£0.14
09.10.2020	Lloyds	Interest	£0.14
23.10.2020	NCC	Members Small Schemes	£2146.25
23.10.2020	Northern Powergrid	Wayleave	£5.00

C046/20 Planning:

- a. To consider any planning matters:

20/02738/FUL | Proposed two storey rear extension and single storey gable extension | 12 Quarry Avenue Acklington NE65 9BZ

20/02999/LBC | Listed building consent to replace failed window on North East Elevation temporarily | West Lodge Guyzance Morpeth Northumberland NE65 9AF

20/03151/FUL | Additional touring caravan pitches plus extension to caravan storage | Coal House Farm Caravan Site Coal House Farm Cottage North Broomhill NE65 9XE

C047/20 Acklington Village Hall Trustee Arrangements

Deferred from the September meeting of the Council subject to the receipt of the required further information.

C048/20 Footpath Working Party Update

To receive the update for information.

C049/20 Storage Boxes for Brushcutters

To consider the purchase of storage boxes for the brushcutters

C050/20 Draft Budget for 2021-22

To review draft budget for 2021-22, considering any future projects. (page 10)

Next meeting: Ordinary Meeting of the Parish Council TUESDAY 5th January 2021 at

7.00 pm

The minutes of the Ordinary Meeting of Acklington Parish Council held 7.00pm 1st September 2020 via Zoom.

PRESENT: Cllrs J Newton (Chair), E Critchlow, D Barras, N Gair, S Ingleby, S Malone, S Thorpe, and the Parish Clerk Miss E Brown.

Also, present County Councillor J Watson

C025/20 Apologies for absence – Cllr L Craig, T Mezza and G Orr – The apologies were accepted.

C026/20 - Declarations of interest in items on the Agenda and the granting of any dispensations – None.

C027/20 Minutes of previous meeting

RESOLVED that: the minutes of the Ordinary Meeting of the Council held 7th July 2020 be agreed as a true record.

C028/20 Clerks Report

The Clerk provided an update on matters from the last meeting:

- C022/20– Signage to deter dog fouling installed at entrance to Station Woods.
- C024/20– Signage to deter parking on the grass at the play area installed.
- C025/20 – Acklington Playspace re-opened with social distancing signage in place.

The Clerk also provided an update on matters dealt with out of meeting:

- Landscaping at play area - Staintons Coast and Country Gardening Services carried out maintenance to the landscaping in the play area.
- Replacement chains were ordered for the basket swing.
- Community Access Defibrillator – now installed at the Village Hall and operational.
- Churchill Way – resurfacing update - Churchill Way has been deemed by the Micro Surfacing contractor as not suitable for this kind of treatment due to its poor condition. NCC Highways have therefore retained the budget allocation for this street and are now seeking to upgrade the scheme for the more conventional road resurfacing works. Subsequently, NCC still remain committed to resurfacing the road in this financial year to a different treatment specification.
- Adoption of Dairy Court - The Developer has advised that the outstanding work had been completed and NCC Highways will be looking to visit to inspect the works. However, full adoption will not take place until the Development to the east (the Pearson's garage/paddock site) has been connected to the drainage system. Work on the new development had been set back due to the Covid pandemic but is due to start again soon.

The Clerk would contact NCC Highways for any information on the proposed timescale for the resurfacing works at Churchill Way.

C029/20 Standing Item – Report from County Councillor

County Councillor Watson informed that the speed indicator device was finally installed on Acklington Road at North Broomhill.

He was looking at the viability and approval for funding to support the Footpath Working Group with the purchase of Brush cutters.

Changes at County Council have led to Councillor Watson stepping up as a member of the cabinet with the portfolio for Adult Health and Social Care.

Covid-19 – Acklington has barely been touched although the virus is still around, and new cases are currently being found in south-east Northumberland. Infections rates are extremely low for the local area.

The Members agreed to acknowledge the work of NCC throughout the pandemic noting their thanks and gratitude to maintaining consistent service levels throughout despite the challenging times.

C030/20 Finance:

- a) Financial Summary on 31st July 2020 Treasurers Account £2266.64, Business Bank Instant £16666.75
- b) To note receipt of bank reconciliation and budget monitoring on 31st July 2020
RESOLVED that the bank reconciliation and budget monitoring documents be received.
- c) Payments
RESOLVED that the payments be agreed.

07/07/2020	560	Playsafety Ltd	Inspection	£94.80
07/07/2020	561	Zurich	Insurance	£257.60
10/07/2020	562	Safety Signs & Notices Ltd, Shop 4 your signs	Signage	£41.94
20/07/2020	563	Staintons	Landscaping	£262.00
27/07/2020	564	Stephen Carey Fund	Defibrillator	£1750.00
27/07/2020	565	Vistaprint/Post Office	Signage/Postage	£46.31
31/08/2020	566	HMRC	PAYE	£39.60
31/08/2020	567	Clerk	Wages/Expenses	£190.04
31/08/2020	568	Huck Nets	Chains/sleeves	£190.80
31/08/2020	569	Shop 4 your signs	PROW signs	£36.90

d) Receipts

RESOLVED that the following receipts be noted.

09/07/2020	Lloyds Bank	Interest	£0.48
24/07/2020	Community Foundation	Grant	£5168.00
24/08/2020	Acklington Community Team	Donation to Defibrillator	£200.00

C031/20 Planning:

a. To consider any planning matters:

Pre-app Enquiry - Land North of Acklington School and No 18 The Village – proposal for 4 new houses

Concern was raised over the future of the ancient Poplar Tree in the former school field and how this proposed development for four new dwellings would be worked in with the anticipated redevelopment of the school building and the approved development on the nearby paddocks. Concern was also raised about traffic management on a narrow country lane due to the proximity of the junction. Members welcomed the opportunity to meet Northumberland Estates for a site visit to gain a better understanding of what is being proposed.

C032/20 Acklington Village Hall Trustee Arrangements

RESOLVED that the item be deferred to the November meeting of the Council subject to the receipt of the required further information.

C033/20 Local Transport Plan 2021/22

RESOLVED that priorities for Acklington Parish for the year 2021/22 would include:

- Improvements to the width and surfacing of the path to the pub on the B6345 on existing the village with provision of streetlighting to improve safety
- Advisory 30mph signage on the U6104 prior to the JCT TO 30MPH SIGN ACKLINGTON SOUTH – the visibility of the road is poor as you are leaving Churchill Way.

Members would consider a third priority and submit to the Clerk as soon as possible.

C034/20 Community Access defibrillator guardians.

RESOLVED that Jeff Newton and a member of Acklington Community Team (to be determined) be agreed as named guardians

Cllr Critchlow noted a new fund to cover the cost of maintenance for defibrillators. He would forward more details.

C035/20 Footpath Working Party Update

Volunteer tractor owners are cutting vegetation – working within Covid-19 guidelines.

A further 1430 metres of Permissive Pathway has been secured, making a total of 2405 metres of newly opened Permissive Pathways since the project began just 2 years ago.

A series of 5 x signs have been ordered to support the new sections of Permissive Pathway. The signs are robust, durable, and clearly explain the extent of the given permission.

A grant application is being made to acquire 2 x brush cutters and hedge trimmer.

C036/20 Application to Cllr Watsons Members Small Schemes.

RESOLVED to approve a funding application to County Councillor Watson Members Small Schemes for the purchase of 2 x professional brush cutters and a hedge trimmer at the amount of £2146.25 with the cost of future maintenance, spares, and equipment to be paid for by Acklington Parish Council.

The Clerk would contact the insurance provider for advice on the level of training to meet the insurance requirements.

C037/20 Cost of replacement laptop

RESOLVED that the Council purchase the laptop ACER Aspire 5 A514-52 14" Laptop - Intel® Core™ i5, 256 GB SSD, Silver at a cost of £499 and an anti-virus to be recommended by Cllr Critchlow.

C038/20 Play Area Consultation

Play manufacturers are looking at the costs and visuals for changing the tunnel slide to an open embankment slide and options for replacing the roundabout and talking poles area.

RESOLVED that it be delegated to the Clerk to progress a consultation, out of meeting, and return the feedback to the November meeting of the Council.

C039/20 Planning for the Future White Paper Consultation

National Association of Local Councils is collating responses to the government's planning reform consultation to submit a response on behalf of the sector. Their summary and questions they intend on responding to were enclosed with the agenda papers. They have requested feedback by 15th October.

RESOLVED that members submit their feedback to the Clerk by 1st October and it be delegated to the Clerk in consultation with the Chairman to respond.

The Clerk was requested to investigate what the current guidelines were regarding community engagement in relation to neighbourhood planning.

Next meeting: Ordinary Meeting of the Parish Council TUESDAY 3rd November 2020 at 7.00 pm

The meeting closed at 8.12pm

ACKLINGTON PARISH COUNCIL
Financial Position @ 28/10/2020

	Budget	Total	
BALANCE B/F @ 1 April 2020		11,575.20	
INCOME:			
VAT Refunds	50	-	
Precept	7,500	7,500.00	
Interest received	6	2.61	
Miscellaneous	5	25.00	
Donations		7,514.25	
	<u>7,561</u>	<u>15,041.86</u>	
EXPENDITURE:			
Clerks Fees	1,050	618.09	
Clerks Expenses	230	144.93	
Insurance	280	257.60	
Audit Fees	100	80.00	
Subscriptions/Training	300	130.91	
Miscellaneous	100	15.00	
Donations	1,400	75.00	
Recoverable VAT	50	1,135.78	
Landscaping/Grass Cutting	1,550	1,532.38	
Street Furniture	200	3,787.50	
Play Area	1,600	524.49	
Election Costs	0		
Community Defibrillator	500	1,750.00	
Footpath Warden Scheme	200	39.02	
Neighbourhood Plan			
	<u>7,560</u>	<u>10,090.70</u>	
BALANCE C/F		16,526.36	
Balances per Bank Accounts:			
BANK RECONCILIATION			
Current Account		3,304.93	
High Interest Account		14,567.54	1,346.11
		<u>17,872.47</u>	
			Unpresented cheques
			566 39.60
			573 £1,306.51
			£1,346.11
Earmarked Funds			
B/F	11,575.20	including transfer from balances	
Transfers	4,050.00		
Grants received	7,514.25		
Expenditure to date	<u>7,969.98</u>		
		15,169.47	
Working Balance		<u>1,356.89</u>	

Schedule 2
Financial Summary at 28/10/2020

Fund	At 01.04.20	Grants & Other Donations	Other Income	Transfers	Expenditure	Balance
Childrens Play Area	7,504.01			2,275.00	524.49	9,254.52
Street Furniture	1,301.36	4,168.00		200.00	3,787.50	1,881.86
Ground Maintenance	1,108.27			1,550.00	1,868.97	789.30
Play Area (insurance cover)	675.00			- 675.00	-	-
Election Costs	400.00					400.00
Neighbourhood Plan	193.28					193.28
Footpath Warden Scheme	193.28	2,146.25		200.00	39.02	2,500.51
Community Access Defibrillator	200.00	1,200.00		500.00	1,750.00	150.00
Total Earmarked funds	11,575.20	7,514.25		4,050.00	7,969.98	15,169.47
Working Balance	-	-				1,356.89
General fund	11,575.20	7,514.25		4,050.00	7,969.98	16,526.36
Debtors						
Creditors						1,346.11
BANK BALANCE	11,054.20	7,514.25		3,350.00	7,969.98	17,872.47

Balances from 2019/20	£386.56
Transferred to	
Neighbourhood Plan	£193.28
Footpath Warden Scheme	£193.28

ACKLINGTON PARISH COUNCIL - DRAFT BUDGET FOR 2021-22

Actual 2019/20	Budget 2020/21	Actual 2020/21	Forecast 2020/21	Draft Budget 2020/22
Income:				
6,500.00	7,500.00	7,500.00	7,500.00	7,700.00
5.98	6.00	2.61	4.00	6.00
200.00		7,514.25	17,514.25	
5.00	5.00	25.00	25.00	5.00
<u>6,260.00</u>	<u>7,511.00</u>	<u>15,041.86</u>	<u>25,043.25</u>	<u>7,711.00</u>
Expenditure:				
Administration:				
996.16	1,050.00	618.09	1,197.67	1,300.00
250.39	230.00	144.93	230.00	250.00
257.60	280.00	257.60	257.60	280.00
57.00	100.00	80.00	80.00	100.00
136.82	300.00	130.91	150.00	300.00
0.00	0.00	0.00	0.00	0.00
40.00	100.00	15.00	75.00	100.00
<u>1,737.97</u>	<u>2,060.00</u>	<u>1,246.53</u>	<u>1,990.27</u>	<u>2,330.00</u>
Donations:				
	0.00			0.00
	0.00			0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
1,465.00	1,400.00	75.00	1,000.00	1,200.00
<u>1,465.00</u>	<u>1,400.00</u>	<u>75.00</u>	<u>1,000.00</u>	<u>1,200.00</u>
Amenities				
1,633.41	1,550.00	1,532.38	1,532.38	1,700.00
859.42	200.00	3,787.50	4,000.00	300.00
863.40	1,600.00	524.49	17,000.00	1,600.00
				100.00
	500.00	1,750.00		100.00
				100.00
	200.00	39.02	2,400.00	200.00
<u>3,356.23</u>	<u>4,050.00</u>	<u>5,844.37</u>	<u>24,932.38</u>	<u>4,100.00</u>
<u>6,559.20</u>	<u>7,510.00</u>	<u>7,165.90</u>	<u>27,922.65</u>	<u>7,630.00</u>