

Acklington Parish Council Agenda

Clerk: Clair Lewis
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To Members of Acklington Parish Council

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 the Annual Meeting of **ACKLINGTON PARISH COUNCIL** to be held online on Tuesday 18 May 2021 at 7pm.

Clair Lewis
Parish Clerk & Responsible Financial Officer

Zoom Log In Details:
Meeting ID: 849 8942 5557
Passcode: 275511

AGENDA

[BUSINESS TO BE TRANSACTED](#)

[C01/21 Election of Chairman](#)

To elect a Chairman

Chairman to sign Declaration of Acceptance, to be received by the Council

[C02/21 Election of Vice Chairman](#)

To elect a Vice Chairman

Vice Chairman to sign Declaration of Acceptance, to be received by the Council

[C03/21 Declaration of Acceptance of Office](#)

To receive Declarations of Acceptance of Office all councillors

[C04/21 Apologies for absence](#)

To approve any apologies for absence

[C05/21 Disclosure of Interests](#)

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

[C06/21 Co-option of Councillors](#)

To consider the co-option of councillors to the two vacant positions

[C07/21 Minutes of previous meeting](#)

To approve as a correct record the minutes of the Ordinary Meeting of the Council held 2 March 2021 (pages 4-6)

[C08/21 Appointment of Members to Footpaths Working Group](#)

To appoint members to Footpaths Working Group

C09/21 Review of Standing Orders, Financial Regulations, Other Policies and Terms of Reference
To agree review schedule for all policies and terms of reference

C010/21 Deferral of Remaining Items of Business from Standing Order 5j

To defer the remaining items of business as follows:

General Power of Competence – defer until Clerk has completed her CILCA qualification

Confirmation of arrangements for insurance cover – defer until budget setting

Review of Subscriptions – defer until budget setting

C011/21 Time and Place of Ordinary Meetings of the Council

To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting

6 July 2021

7 September 2021

2 November 2021

4 January 2022

1 March 2022

3 May 2022

Meetings to be held in Acklington Village Hall unless otherwise specified on the meeting agenda

C012/21 Standing Item – Report from County Councillor

To receive a report from County Councillor Watson

C013/21 Annual Governance and Accountability Return for the Year Ended 31 March 2021

a) To consider and agree any actions arising from the Internal Auditor's Report

b) To approve the Annual Governance Statement

c) To approve the draft annual accounts for the Year Ended 31 March 2021

d) To approve the Accounting Statement and Explanation of Variances

e) To confirm and approve the Certification of Exemption

f) To agree the period for the exercise of public rights as 14 June to 23 July (inclusive)

C014/21 Finance:

a) Financial Summary at 12 May 2021 Treasurers Account £5,832.68, Business Bank Instant £12,068.27

b) To note receipt of bank reconciliation and budget monitoring at 12 May 2021 (pages 7 and 8)

c) To authorise payments

Date	Cheque number	Supplier	Reason	Amount
To be paid	587	NALC	Subscription Fees	£210.84
To be paid	588	E Brown	Salary and Expenses	£191.34
To be paid	589	J.A. Ainsworth	Audit Services	£100.00

d) To note receipts

Date	Source	Reason	Amount
9/4/21	NCC	Precept	£4,000.00
9/4/21	Lloyds	Interest	£0.10
5/5/21	HMRC	VAT Refund	£1,135.38
10/5/21	Lloyds	Interest	£0.10

e) To appoint additional signatories to the bank mandate

C015/21 Planning

To consider any planning matters

C016/21 Footpath Working Party Update

To receive the update for information (page 9)

C017/21 Planter and waste bin on Acklington Road, towards Broomhill

To receive report from Cllr Newton and to agree any actions

C018/21 Noticeboard

- a) To discuss locked noticeboard and to agree any actions
- b) To discuss acceptable use of the public side and to agree any actions
- c) To discuss new noticeboard and to agree any actions

C019/21 Neighbourhood Plan

To receive update on leaflets (pages 10 and 11) and to review and set budget for printing and distribution costs (previously set at £100)

C020/21 Playground Equipment

To discuss condition of playground equipment, to consider public consultation on improvements and to discuss funding

Minutes of Previous Meeting

The minutes of the Ordinary Meeting of Acklington Parish Council held on 7.00pm on 2nd March 2021 via Zoom.

PRESENT: Cllrs J Newton (Chair), D Barras, L Craig, S Ingleby, S Malone, T Mezza, J Price, S Thorpe, and the Parish Clerk Miss E Brown.

Also, present County Councillor J Watson

7 x Members of public were present.

There were no questions from the public in attendance.

C062/20 Apologies for absence

Apologies were received from Cllrs Critchlow and Orr.

RESOLVED that the apologies be accepted.

C063/20 Disclosure of Interests

No interests were declared.

C064/20 Minutes of previous meeting

RESOLVED that the minutes of the Ordinary Meeting of the Council held 5th January 2021 were agreed as a true record.

C065/20 Personnel Committee meetings

- i) The minutes of the Personnel Committee meeting held 19th January 2021 were noted for information.
- ii) The minutes of the Personnel Committee meeting held 9th February 2021 were noted for information.

C066/20 Standing Item – Report from County Councillor

County Councillor Watson had written an article for the Pelican regarding nuisance bikes encouraging resident to take note of licence plate numbers and report to the police.

He noted the resurfacing of Churchill Way was complete and an impressive job had been done by NCC.

Councillor Watson reflected on the precept figures for 2021/22 across the County and noted that Acklington as a Parish was doing very well to keep costs low.

Ahead of the forthcoming county elections Cllr Watson thanked the Parish Council for the co-operation and work during the last 4 years.

C067/20 Finance:

d) Financial Summary on 24th February 2021 Treasurers Account £976.24, Business Bank Instant £12067.98

e) The bank reconciliation and budget monitoring on 24th February 2021 was noted for information.

c) **RESOLVED that** following payments be authorised.

Date	Cheque number	Supplier	Reason	Amount
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07.01.2021	582	The Pelican	Donation	£100.00
07.01.2021	583	St. John PCC	Donation	£500.00
13.01.2021	584	ICO	Subscription	£40.00
23.02.2021	585	HMRC	PAYE	£45.80
23.02.2021	586	Clerk	Wages/expenses	£193.14

d) The following receipts were noted.

Date	Payee	Reason	Amount
09.01.2021	Lloyds	Interest	£0.11
10.02.2021	Lloyds	Interest	£0.10

e) Financial Risk Management and Internal Control

RESOLVED that the Risk Management and Internal Control Policy be agreed.

C068/20 Planning:

a. To consider any planning matters:

20/04349/FUL - Barnhill Farm, Guyzance, Northumberland, NE65 9AG

RESOLVED that Cllrs Craig and Ingleby with the Clerk draft a letter maintaining the objections of the Parish Council to proposals to convert derelict farm buildings to 6 residential dwellings on the grounds it was not compatible with a conservation area. The letter would be circulated to all Members and the County Councillor.

21/00175/FUL Former Acklington Church of England First School the Village Acklington Morpeth Northumberland NE65 8BW

RESOLVED that there were no objections. Members agreed that the sympathetic restoration and conversion to residential use was welcome as it would bring the building back into use.

21/00303/FUL | Two storey rear and gable extension | Virginia Acklington Road North Broomhill NE65 9XD – Comments would be received by email.

21/00511/FUL Acklington Park Acklington Morpeth Northumberland NE65 9AA

C069/20 Acklington Village Hall Trustee Arrangements

RESOLVED that the Parish Council agree to become Custodian Trustee to Acklington Village Hall.

C070/20 Footpath Working Party Update

The brush cutting equipment is in secure storage. The equipment will be put to good use clearing overgrown vegetation from stiles, gates, and pathways. Government restrictions permitting.

A company called Landbased Training <https://www.landbasedtrainingltd.co.uk/> will train the 6 X Brush cutter Volunteers to LANTRA Awards and Rural Skills qualification standard once current Covid restrictions are relaxed.

A supply of treated wooden fence posts have been gifted by ACT. The tops of the fence posts will be painted yellow and run the length of the new, 1-kilometre permissive path (300 metres west of the village hall) once social distancing rules allow it.

Permissive pathway signs have been gifted by ACT. The signs will be posted at either end of the new, 1-kilometre permissive path. Government restrictions permitting.

Tribute was paid to Mr Leonard Welch, a former parish councillor who had recently passed away. It was noted he had been a great help in maintaining the public rights of way.

C071/20 Fly Tipping Issues

Fly tipping issues were discussed at length. The Council agreed to highlight responsible disposal of rubbish in the Pelican and the councils support of the 'bin the wipe' campaign following flooding of a local field due to an increase of wet wipes in the sewerage system.

Some discussion took place regarding approaching the mart about the possibility of sponsoring a litter bin in the layby. Cllr Newton would make an approach to the mart.

C072/20 Date of Annual Meeting

RESOLVED that the Annual meeting of the Council take place on Tuesday 18th May following the local elections.

C073/20 Exclusion of press and public

RESOLVED that pursuant to the Public Bodies (Admission to Meetings) Act 1960; that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded, and they were withdrawn from the meeting.

C074/20 Appointment of Parish Clerk

RESOLVED that the Council agree to appoint Clair Lewis as Parish Clerk and RFO at SCP 14 with a handover to take place prior to the May meeting.

Elaine was thanked for her hard work, support and commitment as clerk over the years and wished well for the future.

Bank Reconciliation and Budget Monitoring

ACKLINGTON PARISH COUNCIL			
Financial Position at 12 May 2021			
	Budget	Total	
BALANCE b/f at 1 April 2021		12,765.37	
INCOME:			
VAT Refunds	50.00	1,135.38	
Precept	8,000.00	4,000.00	
Interest received	6.00	0.20	
Miscellaneous	5.00	-	
Donations		-	
	8,061.00	5,135.58	
EXPENDITURE:			
Clerks Fees	1,300.00	-	
Clerks Expenses	250.00	-	
Insurance	280.00	-	
Audit Fees	100.00	-	
Subscriptions/Training	300.00	-	
Miscellaneous	100.00	-	
Donations	1,200.00	-	
Recoverable VAT	50.00	-	
Landscaping/Grass Cutting	1,700.00	-	
Street Furniture	300.00	-	
Play Area	1,600.00	-	
Election Costs	-	-	
Community Defibrillator	100.00	-	
Footpath Warden Scheme	500.00	-	
Neighbourhood Plan	100.00	-	
VAS	100.00	-	
	7,980.00	-	
BALANCE C/F		17,900.95	
Balances per Bank Accounts:			
BANK RECONCILIATION			
Lloyds Treasurers Account		5,832.68	
Lloyds Business Bank Instant Account		12,068.27	-
		17,900.95	
			Unpresented cheques
Earmarked Funds			
B/F	12,765.37	including transfer from balances	£0.00
Transfers	3,281.80		
Grants received	7,514.25		
Expenditure to date	9,605.88		
		12,765.37	
Working Balance		-	

Earmarked Funds

Fund	Balance c/f at 1 April 2021	Grants and donations	Other income	Allocation of budget	Expenditure	Current Balance
Childrens Play Area	9,254.52			1,600.00	-	10,854.52
Street Furniture	1,181.86			300.00	-	1,481.86
Ground Maintenance	1,125.89			1,700.00	-	2,825.89
Play Area (Insurance Cover)	-			-		-
Election Costs	331.80			-	-	331.80
Neighbourhood Plan	193.28			100.00	-	293.28
Footpath Warden Scheme	528.02			500.00	-	1,028.02
Community Access Defibrillator	150.00			100.00	-	250.00
Total Earmarked Reserves	12,765.37	-	-	4,300.00	-	17,065.37
General Reserves	-	-	-	-	-	-
Working Balance	-	-	835.58	-	-	835.58
						17,900.95

Footpath Restoration Plan

Progress Report: May 2021



Brush Cutter Training

Saturday 22ND May

(10:00 am to 3:00 pm)

6 X volunteers will undergo training, at Acklington Village Hall. ACT will supply tea, coffee refreshments and sandwiches.



Change of training supplier

The original supplier (Landbased Training Ltd) are not now able to conduct training at weekends. The new supplier is the Borders Training Group <http://www.borderstraininggroup.co.uk/>

Landbased quotation = £480

Borders Quotation = £660

AN INCREASE OF £180



The new Permissive Pathway

(300 metres west of the village hall)

A supply of treated, wooden fence posts have been gifted by ACT.

Footpath Volunteers will install these pathway sign posts as soon as Covid 19 restrictions allow.



New Register of Horse Owners

There are approximately 12 horse owners in the village who own, or rent land/stables (18+ riders and 30+ horses). We aim to work together to protect bridleways & permissive pathways. We have registered 8 X horse owners, joined their Facebook group and held a first Zoom call on Wednesday 5th May.

Please give us your views, you can most easily do it via an online survey or you can complete the questionnaire below and post in the village hall postbox. Please respond by 30th June.

Online Questionnaire - survey monkey link

What is important to you in Acklington and Guyzance?

What do you like about where you live?

What do you think is bad or could be improved?

What issues affect Acklington and Guyzance (now and in the future)?

What changes would you like to see in Acklington and Guyzance, if any?

Would you like to help with the Neighbourhood Plan or go on our mailing list for updates? Email acklington.np@gmail.com and we'll keep you updated with our progress.

Acklington Parish Council

Neighbourhood Plan Proposal

Information and Survey for Residents



Why do we need a Neighbourhood Plan?

No one cares about where we live more than us, the residents of Acklington parish.

A Neighbourhood Plan will ensure that things that matter to us are considered when future developments are proposed. Without one, we will not have a voice regarding scale and type of future developments and on how we wish to preserve our existing assets.

What is a Neighbourhood Plan?

A Neighbourhood Plan is a way for local people to influence the planning and development of the area in which they live and work. A Neighbourhood Plan must comply with Northumberland County Council's Local Plan and the government's wider policy of sustainable development.

Once approved our Neighbourhood Plan will be a legal document setting out what development is acceptable and for what reason. Developers and local authority planners must take notice of our plan when future developments are proposed.

Without a Neighbourhood Plan our views will not be considered, we'll have little control over any development that takes place and we will receive less community funding from developers.

Acklington Parish Council has already taken the first step in the process by setting the neighbourhood area to mirror the parish boundary.

The largest areas in the parish are Acklington and Guyzance, the parish also includes homes, farms and businesses in Acklington Park, Bank House, Brainshaugh, Cavil Head and Cheevely.

Now we need to consider what is important to you - it is your views and opinions that will shape the Neighbourhood Plan and will ensure any future developments are in keeping with, and responsive to, our needs.

Why do I need to fill in this questionnaire?

The Neighbourhood Plan will be built on views, opinions and requirements of the people who live here. Understanding what is important to us all is vital to the finished plan. Whether young or old, a new or long-established resident, all our views are essential.

Issues you may wish to consider when completing the questionnaire:

faster broadband in the parish • new housing • transport and services infrastructure • enhancing our green spaces • public footpaths around the parish • facilities for young people • protecting the Guyzance conservation area •

Although only one survey is being delivered to each household, we encourage every person to respond. We have created a link on survey monkey which should only take a few minutes to complete. All responses should be submitted by 30th June 2021.

Alternatively, you may give your views on the back page of this leaflet and post at the village hall postbox.

For more information about neighbourhood plans in Northumberland go to: <https://www.northumberland.gov.uk/Planning/Neighbourhood.aspx>