

To Members of Acklington Parish Council

You are hereby summoned to attend the Annual Meeting of Acklington Parish Council on Tuesday 5 July 2022 at 7:00pm for the purpose of transacting the following business. The Meeting will be held in Acklington Village Hall.

C Lewis
Parish Clerk & Responsible Financial Officer

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.

AGENDA

BUSINESS TO BE TRANSACTED

- Apologies for absence

To approve any apologies for absence

- Disclosure of Interests

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

- Minutes of previous meeting

To approve as a correct record the minutes of the Annual Meeting of the Council held 3 May 2022 (pages 4-7)

- Standing Item – Report from County Councillor

To receive a report from County Councillor Watson

- Planning

To consider any planning matters in circulation (if required). Acklington Parish Council is a consultee on planning applications within the parish. All planning decisions are taken by NCC. Planning applications can be viewed and commented upon via the NCC Public Access Planning Register: <https://www.northumberland.gov.uk/Planning/Planning-and-building.aspx>

21/04370/FUL	Rigg and Furrow Brewery, Acklington Park – Proposed change of use of existing farm building to function space including associated parking	Pending consideration
21/03320/ADE	Land North West of Acklington Drive, Acklington – Advertisement consent for V Board sign for new housing development	Pending consideration
21/02659/FUL	Land South of Magnolia Cottage, Guyzance – Erection of 2no detached dwellings with associated detached garages, carparking and gardens	Pending consideration
21/02287/FUL	Land South of Waterside Cottage, Guyzance – Convert and extend redundant Cow Byre to residential use (C3) for holiday let	Pending consideration

21/04696/FUL	Land West of Barnhill Farm Cottages Guyzance – Relocation of 2 Barns for agricultural storage, workshops and estate office with solar Roof Panels, new access track, hardstanding and garaging and change of use small agricultural field to garden	Pending consideration
22/00063/FUL and 22/00064/LBC	8 Guyzance Village – Renovation of outbuildings including emergency works, conversion to home office/utility and felling of T1 – Salix Babylonic (corkscrew/ twisted willow) (amended plans and additional information received 13.02.2022)	Pending consideration
22/00489/FUL and 22/00490/LBC	The Old School 26A The Village Acklington – Internal alterations and fit-out to main house as well as conversion and extension of outbuildings to form studio, new boundary treatment and landscaping	Granted
22/01627/FUL	Plot 22 Land North West of Acklington Drive – Proposed development of 1no residential dwelling including the development of associated private drive, garden, landscaping, drainage and all other ancillary works	Pending consideration
22/01872/VARYCO	Land North East of Keepers Cottage Acklington – Variation of conditions 2 (approved plans) and 9 (construction environmental management plan) on approved application 21/00697/VARYCO to allow minor variation to void designated for agricultural use, change in design of power house and mitigation works at Guyzance Mill Weir and new design for fishing pass	Pending consideration
22/02060/FUL	Land South of Guyzance Mill – Construction of Larinier Fish Pass on Guyzance Mill Weir	Pending consideration

- Finance:
- To receive Financial Summary and bank reconciliation to 28 June 2022 (page 8)
- To authorise payments

Supplier	Reason	Amount
Acklington Village Hall	Room Hire – Neighbourhood Plan Steering Group	£40.00
Robson & Cowan	Mower Purchase	£3,096.00

S Ingleby	Reimbursement – plants	£34.00
Robson & Cowan	Credit Note – service package	(£336.00)
Robson & Cowan	Mower Purchase	£981.00
Ludman Planning Ltd	Neighbourhood Plan Consultancy Services	£2,500.00
J A Ainsworth	Audit	£100.00
C Lewis	Reimbursement – Jubilee trees	£452.87
Robson & Cowan	Credit Note – service package	(336.00)
S Ingleby	Reimbursement – plants	£108.00

- To note receipts

Date	Source	Reason	Amount
11/4/22	Lloyds	Interest	£0.11
9/5/22	Lloyds	Interest	£0.09
16/5/22	NCC	Members Small Schemes Grant for mowers	£4,480.00
23/5/22	NCC	Jubilee Grant	£368.34
9/6/22	Lloyds	Interest	£0.10
17/6/22	Groundworks	Locality Grant for Neighbourhood Plan	£10,000.00

- To receive an update on insurance from the Clerk and to instruct the Clerk to arrange a suitable level of cover and to approve payment of the resulting premium
- To consider request from St John the Divine for a grant towards the cost of grass cutting and churchyard maintenance

- Footpath Working Party Update

To receive an update from the Footpath Working Party (page 9)

- Flower Planters

To receive update and agree any actions

- Neighbourhood Plan

To receive update from the Neighbourhood Plan Steering Group

- Play Area

To receive update and to discuss works, including bin

- Trees
- To consider significant trees in the parish and to agree whether to apply for any TPOs
- To resolve to commission a parish-wide bi-annual tree survey, which would get children and families involved, with the aim of surveying the parish, creating a digital map marked with the position of each mature tree (to be identified with an alpha-numeric code number), and to use the data collected to publish the survey findings and to gain a unique snapshot of the mature tree population which can be used to inform the Parish Plan.
- Items for Next Agenda

- Date of Next Meeting

Tuesday 6 September 2022 at 7:00pm, Acklington Village Hall

ITEM 3 – DRAFT MINUTES

The minutes of the Annual Meeting of Acklington Parish Council held on 7.00pm on 3 May 2022 at Acklington Village Hall.

PRESENT: Cllrs J Newton (Chairman), S Ingleby, S Malone, T Mezza, S Thorpe. Cllr S Shanks joined the meeting after his co-option (Minute 2022/5)

- Election of Chairman

RESOLVED to elect Cllr Newton as Chairman. Cllr Newton signed a Declaration of Acceptance of Office.

- Election of Vice-chairman

RESOLVED to elect Cllr Ingleby as Vice-Chairman. Cllr Ingleby signed a Declaration of Acceptance of Office.

- Apologies for Absence

Cllrs D Barras and L Craig. Cllr A Caiger resigned to the Chairman in advance of the meeting.

- Disclosure of Interests

None

- Co-option of Councillor to fill vacancy

RESOLVED to co-opt Stephen Shanks to the office of councillor. Cllr Shanks signed a Declaration of Acceptance of Office.

- Minutes of Previous Meeting

RESOLVED that the minutes of the Meeting of the Council held 7 March 2022 were agreed as a true record.

- Appointment of Members to Groups and as Representatives to other organisations

RESOLVED:

- To appoint Cllrs Ingleby, Malone and Newton to the Footpaths Working Group.
- To appoint Cllrs Craig, Ingleby and Mezza to the Neighbourhood Plan Steering Group.
- To appoint Cllr Ingleby as the Parish Council's Representative on the Village Hall Committee.

- General Power of Competence

RESOLVED to confirm continuing eligibility for the General Power of Competence.

- Deferral of Remaining Items of Business from Standing Order 5j

RESOLVED to defer the remaining items of business listed in the Standing Orders.

- Time and Place of Ordinary Meetings of the Council

RESOLVED to determine the time and place of ordinary meetings of the Council as follows: 5 July 2022, 6 September 2022, 1 November 2022, 3 January 2023, 7 March 2023, 2 May 2023. Meetings will be held in Acklington Village Hall unless otherwise specified on the meeting agenda.

- Report from County Cllr Watson

- The Vehicle Activated Sign outside the Village Hall is being installed voluntarily by the developer.
- The request form for County Cllr Watson to make a grant for the two mowers out of his Small Schemes Budget has been completed and is now being processed. There appears to be a delay in approving the payment but it will hopefully be made soon.
- There are potholes on the corner approach to Cavil Head and these are filling with water. County Cllr Watson has requested a Highways inspection which will hopefully happen next week. It is thought the water may be coming from a leaky pipe. NCC are liaising with Northumbrian Water to agree where responsibility lies.
- County Cllr Watson emphasised that his role as a member of the Planning Local Area Committee is to be independent.
- Officers have recommend refusal of Planning Application 21/02659/FUL (Magnolia Cottage) and the applicant has been given the option to withdraw as the location is giving concern. The applicant has been asked to provide further documents by the end of the month. County Cllr Watson has seen the strategic planning document which Mr Shipley (Agent for Guyzance Estate) has shared with NCC Planning. This has not been shared with the Parish Council despite their request to receive a copy.
- The Small Events Fund for Jubilee Celebrations has now closed. £70,000 was allocated, followed by an additional £15,000, filling every eligible application.
- The street light on the chicane has been reported again. NCC have been out fixing lights in St Omer's Road and it appears there may have been a faulty batch.

- County Cllr Watson and the Parish Council discussed trees and hedges, particularly those around the land north west of Acklington Drive and around the Paddocks. It was noted that no trees have been lost due to the new estates. The existing hedgerows are being kept. County Cllr Watson suggested that the Parish Council could compile a list of significant trees and submit these to NCC for Tree Protection Orders.

- Planning**

Planning applications generally are progressing very slowly. The development at the Old School is being treated as a project development which has resulted in lots of administrative requirements.

- Annual Governance and Accountability Return for the Year Ended 31 March 2022**

RESOLVED:

- There were no matters arising from the Internal Auditor's Report.
- To approve the Annual Governance Statement, with affirmative responses to all statements 1-8. Statement 9 is not applicable.
- To approve the draft Annual Accounts for the Year Ended 31 March 2022.
- To approve the Accounting Statements and Explanation of Variances.
- To confirm and approve the Certification of Exemption.
- To agree the period for the exercise of Public Rights as 13 June – 22 July (inclusive).

- Finance**

- The financial summary, bank reconciliation and budget monitoring to 26 April 2022 was received. The payment to former Cllr Caiger was reimbursement for training costs.

- RESOLVED** to authorise the following payments.

Supplier	Reason	Amount	Payment Reference
Bentham Ltd	Stationery	£17.94	22/23.1
C Lewis	Salary (Sep-Dec)	£306.73	22/23.2
HMRC	PAYE	£76.60	22/23.3
C Lewis	Salary (Jan-Mar), postage and reimbursement for ICO fee	£503.46	22/23.4
S Ingleby	Reimbursement – plants	£46.99	22/23.5
NALC	Subscription and website fees	£214.39	22/23.6

- RESOLVED** to move to direct debit payments for the ICO fee.

- The following receipts were noted.

Date	Payee	Reason	Amount
10/1/21	Lloyds	Interest	£0.11
9/2/21	Lloyds	Interest	£0.10
9/3/22	Lloyds	Interest	£0.09
31/3/22	Positive Support For You CIC	Donation - Jubilee	£400.00
8/4/22	NCC	Precept	£4,500.00

- RESOLVED** to defer purchase of the mowers until the grant funds have been received from NCC [See Minute 2022/11b above].

- Footpath Working Group**

- There are now approximately 3km of permissive paths through the parish.
- The brush cutters are very useful but there is now an urgent need for the mowers.

- The brush cutter team is now back in action and have cut the new Cheviot Meadows permissive pathway (1km). Cllr Malone would encourage everyone to use this beautiful new path.
- The water pump is now in full view, following clearance of the area around the pump by the Footpaths Working Group, members of ACT, and SURGO Ltd. The vegetation has been cleared, the wall has been rebuilt and the fence repaired.
- Acting on the guidance of Tony Derbyshire (NCC) the brushcutter team have started to drain patches of permanent flooding on Rake Lane. The initial test has proved successful in diverting excess water to a nearby semi-redundant ditch.
- The team has been entered into the LOVE Northumberland Awards.
- Cllr Thorpe commented that the pavement footpath opposite Southfields is terrible due to damage by lorries and tracking of mud onto the pavement. Cllr Malone has spoken to both site managers and they are committed to refurbishment.

- [Flower Planters](#)

The planters have been left so far until the Spring bulbs were finished. Cllr Mezza will now lower the bases of the planters to create more root space. Morrisons have donated £35 of plants and compost. Dobbies have been asked for a donation but have not yet responded, as perennials are wanted rather than annuals. Mrs Boulby has grown some red, purple and blue plants to fit in with a Jubilee theme. Cllr Shanks offered to donate some compost.

RESOLVED to top up the Earmarked Reserve Fund for plants to £200 (taking into account the reimbursement of Cllr Ingleby's receipts).

- [Tree Planting and Jubilee Celebrations](#)

Forty-nine saplings have been planted around the village, which were received free of charge from Togston Parish Council. The Parish Council agreed that it should still continue with its Jubilee tree planting.

RESOLVED to order seven silver birch trees and a composite bench.

- [Neighbourhood Plan](#)

Ludman Planning Ltd has been engaged as a consultant on the Neighbourhood Plan. The Vision and Objectives have been slightly amended. These are based on the open consultation undertaken in Autumn last year. Further focussed consultation will now take place. The Parish Council discussed support for the Village Hall as part of the Plan. The Clerk will look at whether the Village Hall is registered as a Community Asset.

- [Dog Fouling](#)

There continues to be a big problem with dog fouling. Cllr Shanks reported that there have been cases of cows spontaneously aborting calves due to used dog poo bags which have been thrown over the hedge into the field. Cllr Shanks stated that this week alone, eight bags have been thrown into the field. Cllr Shanks will be putting up signs along the field boundary. There is also a problem on the pavement between the chicane and the crossroads. This is thought to be mostly one person walking their dog at night.

- [Street Light on the eastern Chicane](#)

This has been reported again.

- [Recognition of contributions to the community](#)

After some discussion, the Parish Council agreed that no formal recognition should be given in the form of a roll of honour or other method, due mainly to difficulties in setting criteria and deciding whose contributions should be recognised.

- [Items for the next Agenda](#)

Tree Protection Orders

Play Area

Bin in Play Area

- [Date of Next Meeting](#)

Tuesday 5 July 2022 at 7:00pm, Acklington Village Hall.

The Chairman closed the meeting at 8:35pm.

Bank Reconciliation and Budget Monitoring