

The minutes of the Annual Meeting of Acklington Parish Council held 7.00pm 5th May 2020 via Zoom.

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

Also, present County Councillor J Watson

C001/20: ELECTION OF CHAIRMAN – It was proposed and seconded by Cllr Newton be elected as Chair for the year 2020-21. No other nominations were forthcoming, and Cllr Newton was elected unanimously. Due to social distancing restrictions the acceptance of office would be signed, at a later date.

C002/20: ELECTION OF VICE CHAIRMAN – It was proposed and seconded that Cllr Critchlow be elected as Vice Chair of the Council for the year 2019-20. No other nominations were forthcoming, and Cllr Critchlow was elected unanimously.

C003/20 - Apologies for Absence – Cllrs D Barras and G Orr. The apologies were accepted.

C004/20 - Declarations of interest in items on the Agenda and the granting of any dispensations – None.

C005/20- Minutes of previous meeting

It was agreed that the minutes of the meeting held on 3 March 2020 were a correct record and they would be signed by the Chairman at a later date.

C006/20 - Matters arising from previous minutes

- a. North Stead and Sisters Windfarm Grant Application** – The application had been confirmed as successful pending the submission of a revised Safeguarding Policy to meet best practice and a 2nd quotation for the noticeboards. The 2nd quotation had been provided and the Clerk had sought advice on the required amendments to the safeguarding policy. The Clerk was thanked for her work on securing the funding.

RESOLVED to:

- i) Delegate the Clerk with the Chairman to agree the necessary amendments to the Safeguarding policy and submit to Community Foundation.
- ii) Write to the landowners at the sites of the existing noticeboards with details of the plans and dimensions for new noticeboards to establish permission for access and replacement, if permission was not provided the Clerk would ask NCC if it was possible to install on the footpaths.
- iii) Subsequent to installation and the removal of lockdown and social distancing a photocall would be arranged inviting the contributors to the defibrillator, and a representative of the Community Foundation.

- b. Neighbourhood Plan Working Group** - It was RESOLVED that all progress be postponed until after the relaxation of national lockdown and social distancing measure.

- c. **Annual Parish Meeting** - The Parish meeting is cancelled as it would contravene government legislation on group gatherings.
- d. **Acklington Village Hall Trustee Arrangements** – The Clerk would review the draft documents and bring a report back to the next meeting of the Council regarding the request to become custodian trustee.
- e. **Development adjacent to Village Hall** – A resident had been in communication to the Chair and the Clerk regarding non-adherence to working hours. The resident had been requested to report such concerns direct to Northumberland County Council Planning Enforcement as the Parish Council did not have the powers to deal with this.

C007/20 - Standing item – Report by County Councillor

County Councillor Watson informed that there had been no progress on the installation of the vehicle activated speed sign at North Broomhill.

County Councillor Watson has received reports about access to Druridge Bay County Park with concerns expressed that signage appeared to be prohibiting entry for pedestrians when only vehicle entry was currently prohibited.

C008/20 - Schedule of Meetings - Acklington Parish Council generally meet on the First Tuesday of the Month(bi-monthly).

RESOLVED that Meetings commence at 7.00pm and are held in Acklington Village Hall and take place on the following dates:

2020 dates

July 7th, Sept 8th, Nov 3rd

2021 dates

January 5th, March 2nd, May 4th

C009/20 - Accounts update

- a. **PKF Littlejohn requirements for audit** - PKF Littlejohns (PKFL) have provided guidance on the completing of the Annual Governance and Accountability Return or the Exemption Certificate which applies in our case as the authority has income of less than £25,000.

The deadline for submitting the Exemption Certificate to PKFL has been extended this year to 31 August 2020. In their email PKFL set a final date of 31 July, as this gives a little leeway to seek an extension of time. The longstop of 31 August 2020 is set in legislation and cannot be waived by PKFL.

- b. **Summary of Accounts** – This was presented for information. This will soon be sent to the nominated external auditor. We must hold a formal and quorate meeting to approve the draft AGAR and, if appropriate, pass a resolution that the Council had a turnover below £25,000 in FY 2019/2020 and qualifies for exemption from a review by PKFL. This can be done by electronic means if the situation does not change to make it possible to meet physically.

- c. **Allocation of balances** - At 31st March 2020 there was a working balance £386.56 that remains unallocated.

RESOLVED that this balance be divided equally between the budgets for the Neighbourhood Plan and the Footpath Warden Scheme.

C010/20 - Finance:

a) Financial Summary at 29th April 2020; Treasurers Account £4680.27, Business Account £10664.52.

b) Payments were agreed as follows

Date	Cheque	Payee	Reason	Amount
20/04/2020	551	NALC	Subs/Website	£205.91
20/04/2020	552	NCC	Grass cutting	£95.92
05/05/2020	553	Clerk	Wages/Expenses	£173.72
05/05/2020	554	HMRC	PAYE	£39.72

c) Receipts were noted for information

09/03/2020	Lloyds Bank	Interest	£0.41
26/03/2020	HMRC	VAT refund	£656.23
08/04/2020	NCC	Precept	£3750.00
29/04/20	E Brown	Office 365 refund	£20.00

C011/20. Information Items:

Cllr Newton informed that work on refurbishing and reinstalling the planters had halted as a result of the Covid-19 restrictions.

Cllr Malone informed that the work of the Footpath Wardens had been halted as a result of the Covid-19 restrictions although volunteers continued to walk the footpaths for their daily exercise adhering to social distancing measures.

Cllr Malone informed that there had been 19 instances of requests for help via the Covid-19 Acklington Community Line thanking all those volunteering to help in the crisis.

C012/20. Next meeting: Ordinary Meeting of the Parish Council TUESDAY 7th July 2020 at 7.00 pm