

<p>Parish Council Meeting held on Monday 26 March 2018 at 6.00pm</p>

Public Session

Four residents of Hebron Avenue attended to express their appreciation for the speech given by the Chair at the Strategic Planning Committee on 14 March. Discussion followed on matters of procedure and protocol for the site visit and Strategic Committee meetings on 3 April. The Chair referred to a draft letter for the Parish Council to consider later in the agenda and proposed to submit to Committee members prior to the site visit. The agreed final document would be sent out to Hebron Avenue Group for information. The residents advised that they were as yet undecided on making any representation at the Strategic Committee and the Chair offered for a Parish Councillor to represent if they so wished. They would be attending the site visit and, by invitation, Councillors Williams and Woodard would represent the Parish Council. Councillor Proud advised that she would be attending as a resident of the village. The Clerk was asked to contact Democratic Services Department to suggest a suitable car parking area for the Committee members.

Minutes

Present	Councillor Paul Williams Councillor Yvonne Mallon Councillor Ian Dick Councillor David Woodard (in part) Councillor Pauline Proud Councillor Alan Sambrook Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale
18/247	APOLOGIES FOR ABSENCE Councillor Willcox gave apologies for absence due to work commitment.
18/248	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION None additional to those standing.
18/248a	RESIGNATION OF A COUNCILLOR It was noted with regret the resignation of Mark Rochester. The Parish Council thanked him for his service and the contribution he made during his time on the Council
18/249	POLICE REPORT PCSO Beavers was on leave and no report had been received.
18/250	MINUTES OF LAST MEETING The minutes of 26 February 2018 were approved as a true record.

<p>18/251</p>	<p>CLERK'S REPORT</p> <ol style="list-style-type: none"> 1. The intended NCC pilot on monitoring of recycled waste was noted and that a launch date was yet to be confirmed. Councillors were asked to be aware of an increase in fly-tipping as a result of this pilot 2. It was noted that no issues had been reported to the Parish in the last month.
<p>18/252</p>	<p>MEMBERS REPORTS</p> <ol style="list-style-type: none"> 1. Chair had attended Planning meetings and Big Clean. 2. County Councillor Towns had passed on the following updates: <ul style="list-style-type: none"> • NCC Dog Warden officers would carry out inspections in the village and advise of any enforcement actions taken. • Temporary 'hot patch' repairs had been carried out on potholes along Longhirst Road. More permanent repairs on William/John/Edward and Charles Street would be carried out in the next month or so as things have been delayed due to the bad weather. 3. Councillor Mallon had carried out inspections of JOAA and, as these would increase to weekly in April she would contact other Councillors should she not be available to undertake. She had also attended the Big Clean and a Calendar group meeting. 4. Councillor Sambrook had attended meeting on the Garden Project, Planning, Peace in Our Time and Calendar Group plus Big Clean event. 5. Councillor Proud had attended Planning and Calendar Group plus Big Clean event. 6. Councillor Woodard had attended NALC meeting which had advised of a forthcoming consultation on powers of the Standards Committee for cases referred under Code of Conduct. He also informed that the Scrutiny Committee were requesting representatives from Parish Councils.
<p>18/253</p>	<p>GOVERNANCE</p> <p>MONTHLY FINANCIAL STATEMENTS FEBRUARY 2018</p> <ol style="list-style-type: none"> 1. It was resolved to confirm expenditure and note income in the Cash Books. 2. It was resolved to approve the bank reconciliation statements as at 28 February 2018. The Clerk advised that the reconciled amount for NCC Payroll was expected to clear the bank in April. 3. It was resolved to approve budgetary control report and earmarked reserves report. 4. It was noted that the internal checks had been carried out by Councillor Sambrook with no queries raised. <p>The Clerk reported that the online banking procedures were working well and Councillors registered for online access had no issues to report. Councillor Rochester would be removed from the signatories and internet banking access following his resignation.</p>

<p>18/254</p>	<p>ANNUAL AUDIT It was noted that the internal audit of the Parish accounts would commence on 23 April 2018 and would take three days.</p>
<p>18/255</p>	<p>DONATION REQUESTS A request was received from Citizens Advice Northumberland to support running costs however, there was no information on services taken up by Pegswood residents or outreach services to Pegswood. The decision was deferred and the Clerk would request these details.</p>
<p>18/256</p>	<p>INVESTMENT AND BORROWING POLICY It was agreed to adopt the draft policy in line with existing legislation. The Clerks would research account options for investment of reserved sums.</p>
<p>18/257</p>	<p>ASSET REGISTER The updated Asset register was agreed and the Clerk confirmed that the replacement value costs were obtained via internet search of itemised products.</p>
<p>18/258</p>	<p>PLANNING & TRANSPORT 17/02177/FUL. Development of 122 dwellings North of Hebron Avenue It was noted that the Strategic Planning Committee had deferred their decision until a site visit, proposed for 3 April. The Parish Council considered a draft letter for submission to the County Councillors pre-site visit and, subject to some minor text changes and incorporating photographs highlighting highways issues, the content was agreed. The Clerk would send to each Councillor and copy to Head of Planning, Planning Case Officer, Councillor Towns and residents of Hebron Avenue.</p>
<p>18/259</p>	<p>16/04458/FUL Change of use of land to accommodate 150 holiday lodges at Longhirst Golf Club It was noted that the Planning Inspectorate had dismissed the appeal on 25 January 2018. However, the Clerk reported that a new application had been submitted</p>
<p>18/260</p>	<p>TRAFFIC CALMING The minutes of the Working Group of 12 March 2018 were received. Prior to the meeting the Clerk had received notice of 3 new planning applications and it was agreed to hold a Planning Committee on 4 April at 12 noon.</p>
<p>18/261</p>	<p>ENVIRONMENT STREET ASSET CLEANING AND PLAYGROUND INSPECTION CONTRACTS It was agreed to extend the current contracts to 30 April 2019 and carry out a full review in March 2019.</p>

<p>18/239</p>	<p>VILLAGE COMMUNITY GARDEN The Assistant Clerk referred to the notes of 3 meetings held in March, summarising with the following proposals:</p> <ol style="list-style-type: none"> 1. Signpost the contact details for Oswin Project on appointment of contractor for garden construction 2. Further liaison with HMP Northumberland on supply of seating, village planters and 'Release on Temporary Licence (ROTL)' scheme. <p>Both proposals were agreed by the Parish Council and the Clerks would arrange a further meeting with HMP Officers and a visit to the Prison Workshop.</p>
<p>18/240</p>	<p>It was resolved to accept the quotes from Enviro Partners and PH Partnership for the three hard-landscaping contracts. It was noted that Enviro Partners would deliver the site set-up and excavation work as a community contribution, saving the Parish Council £14,820</p>
<p>18/241</p>	<p>VOLUNTEER DOG WASTE COLLECTION SCHEME The Clerk suggested that following various comments on social media regarding the dog fouling at the Juliet Oakley Activity Area a possible recourse could be the formation of a volunteer team, suitably equipped, to remove dog waste It was noted by Councillors undertaking the inspections of the play area that the occurrence of dog waste was not as significant as portrayed on social media – but this excluded the football pitches It was agreed not to proceed with the volunteer team, but to note that Councillor Towns and the Clerk had been in touch with the County Council's Animal Welfare Team and that the Welfare Park was now logged as a 'hot spot' and to receive additional visits from the enforcement team</p>
<p>18/242</p>	<p>COMMUNICATIONS PARISH NEWSLETTER The timescales for the next newsletter were agreed. Councillor Proud recorded a list of suggestions for consideration at the next editorial meeting</p>
<p>18/243</p>	<p>PARISH WEBSITE The Chairman explained the new layout to the Council, which agreed to the proposals. Councillor Woodard asked if these meeting could be included on the new electronic diary</p>
<p>18/244</p>	<p>'ROBIN' ANNIVERSARY Councillor's Proud and Mallon reported that the sub group had recommended pens, label badges to be for sale during the celebrations, along with the calendar. Paperweights were to be used as prizes at the 'Robin' themed events at the Village Show in September. This was agreed</p>
<p>URGENT BUSINESS</p>	

Parish Council Minutes

26 March 2018

Pegswood Parish Council

18/245	The Clerk reported that a new dog day care establishment had opened up on the industrial estate. As part of the planning permission an explanation of how the dog waste would be removed from site was to be submitted before business had commenced – this had not been done and the County Planning Enforcement Team were investigating
18/246	NEXT MEETING It was agreed that the next meeting be held on 30 April 2018 at 6.00pm

Minutes Approved by: _____ Date: _____

Date: 05/03/2018

Pegswood Parish Council R&P 2017/2018 Current Year

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Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 11

Receipts for Month 11

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		159,434.95					159,434.95	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>159,434.95</u>	<u>0.00</u>	<u>0.00</u>			<u>159,434.95</u>	

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User: KC

UNITY TRUST Current Account

For Month No: 11

Payments for Month 11				Nominal Ledger Analysis				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
06/02/2018	Northumberland County Council	372514106	2,535.69		2.05	4000 101	2,370.34	January payroll
						4001 101	153.05	January payroll
						4072 101	10.25	January payroll
06/02/2018	All Seasons	981475422	880.00			4851 205	880.00	Play sand/bark + labour
06/02/2018	All Seasons	862368950	277.92			4708 205	277.92	Repairs to climbing mound
06/02/2018	All Seasons	292803545	387.00			4601 201	387.00	Poppy beds
06/02/2018	Groundwork North East	DD	344.42			4100 105	164.04	Rent/Service February
						4170 105	180.38	Rent/Service February
06/02/2018	All Seasons	DD	605.83			4702 205	375.00	Grounds maintenance February
						4702 201	230.83	Grounds maintenance February
12/02/2018	A G Rochester	454401094	360.00			4705 205	60.00	Asset Clean/Play Insp 3rd Qt
						4800 301	300.00	Asset Clean/Play Insp 3rd Qt
12/02/2018	ITC Services Ltd	DD	78.00		13.00	4481 108	65.00	IT support January
12/02/2018	Welbeck Estates Co Ltd	909879611	125.00			4703 601	125.00	Allotment rent Feb-May
12/02/2018	British Telecom Ltd	DD	109.56		18.26	4480 108	91.30	Business bill Feb-Apr
12/02/2018	Just Seed	DD CARD	4.12			4601 201	4.12	Poppy seeds
12/02/2018	Lloyds Bank	DD	3.00			4550 111	3.00	Card fee
20/02/2018	Total Business Group	871364313	19.94		3.32	4481 108	16.62	Hosted exchange December
20/02/2018	ABS Business Supplies	835624468	203.92		33.99	4155 111	169.93	Stationery
21/02/2018	Nest Pensions	DD	222.22			4002 101	123.46	January Pensions
						4000 101	98.76	January Pensions
05/03/2018	MW Designs	302141	-0.60			4185 111	-0.60	60p adjustment
Total Payments for Month			6,156.02	0.00	70.62		6,085.40	
Balance Carried Fwd			153,278.93					
Cashbook Totals			159,434.95	0.00	70.62		159,364.33	