

<p>Parish Council Meeting held on Monday 27 November 2017 at 6.00pm</p>
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Public Session

No public in attendance.

Minutes

Present	<p>Councillor Paul Williams (Chair) Councillor Mark Rochester Councillor Yvonne Mallon Councillor David Woodard Councillor Ian Dick Councillor Pauline Proud Councillor Simon Willcox (in part) Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale</p>
18/171	<p>APOLOGIES FOR ABSENCE Councillor Sambrook gave apologies for absence due to holiday. County Councillor Towns had given apologies due to work commitments.</p>
18/172	<p>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION None in addition to those already standing.</p>
18/173	<p>NORTHUMBERLAND YOUTH SERVICE Stephen Drew, Senior Youth Worker for Northumberland County Council introduced himself being new to this post and looking to develop relations with the Parish Council. He advised of a project starting at Pegswood Community Hub on Monday 4 December offering 13-19 year olds the opportunity to meet with himself and a colleague, setting their own agenda for the sessions which would run weekly, at least until the end of March. He asked if the Council could promote the sessions and keep him apprised of any concerns with this age group. There was already a good working relationship with local Police to refer those youths who might not otherwise be engaged. The Clerks would update notice boards and website when the group members had given their session a brand name.</p>
18/174	<p>POLICE REPORT PCSO Beavers attended and reported the following incidents occurring in the last month:</p> <ul style="list-style-type: none"> • Youth anti-social behaviour • Shop lifting at the Co-op • Malicious communications • Public Order Offence • Criminal damage to vehicle <p>He advised of a change in staff at the Morpeth Neighbourhood Team: Sergeant Ian Forster and Inspector Liz Hall.</p>
18/175	<p>MINUTES OF LAST MEETING The minutes of 30 October 2017 were approved as a true record.</p>
18/176	<p>CLERK'S REPORT</p>

	<ol style="list-style-type: none"> 1. The letter of thanks from Friends of Pegswood Community Woods for the grant towards Heritage Day was noted. 2. The letter of thanks from Wansbeck Valley Food Bank for the grant to provide services in the village was noted. 3. Great North Air Ambulance email of thanks for the donation was noted and that they had flown 1042 missions across the region in the last year. 4. The action plan from the Town and Parish Council Conference was noted, of particular interest the possible provision of a Handyman Service for Parish Councils to 'buy' into. 5. The monthly issues log was received and noted the ongoing action by Karbon Homes (in conjunction with NCC) regarding fly tipping.
<p>18/179</p>	<p>MEMBERS REPORTS</p> <ol style="list-style-type: none"> 1. Chairman had attended the Planning Committee, Fayre Committee and Remembrance Sunday Service. He had also met with Charles Sample of Welbeck Estates as part of ongoing liaison. 2. Councillor Mallon had attended the Calendar sub- group and Planning Committee. In addition JOAA Inspections had been carried out and delivery of the Residents Survey. 3. Councillor Woodard had attended NALC meeting plus delivery of Residents Survey. 4. Councillor Rochester had attended the Remembrance Service and Fayre Committee plus delivery of Residents Survey. 5. Councillor Proud had attended Newsletter meetings, Calendar Sub-group and Remembrance Service. 6. Councillor Dick had delivered the Residents Survey. 7. Notes from meetings attended by Councillor Sambrook (Friends of Pegswood Community Woods, NALC County Committee and Karbon Homes Walkabout) were received.
<p>18/180</p>	<p>GOVERNANCE</p> <p>MONTHLY FINANCIAL STATEMENTS OCTOBER 2017</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 31 October 2017. 3. It was resolved to approve budgetary control report and earmarked reserves report. 4. It was noted that internal checks for September had been carried out with no issues raised. It was agreed that Councillor Proud would undertake the internal checks for October 2017. 5. It was agreed that Councillor Willcox would carry out the checks for November 2017 and Councillor Woodard for December 2017 under the new internal audit procedure. <p>Councillors Proud and Rochester advised of difficulties with logging on to Unity Internet Banking and would contact the bank direct to resolve.</p>
<p>18/181</p>	<p>BUDGET/PRECEPT WORKING GROUP</p> <p>The considerations of the Working Group of 14 October 2017 were</p>

	<p>received along with the results of the Residents Survey. Budget reports on expected outturn for 2017/18, draft of budget/precept 2018/19 and 4 years ahead were also reviewed. The Assistant Clerk also reported that the grant application to National Lottery Awards for All had been successful and the Parish Council had been awarded £10,000 towards the Village Community Garden Project. The funds were expected to be received into the bank within the next few weeks. This would add to the funds allocated by the Parish Council and allow the project to move forward in the New Year and a project planning meeting would be arranged by the Clerks.</p> <p>Having considered all information presented and the forward plan (taking into account residents feedback and projects proposed) the Parish Council resolved:</p> <ol style="list-style-type: none"> I. To agree the Parish Council budget for 2018/19 and the 5 year plan II. Set the precept for 2018/19 at £117,060 which includes funds allocated to projects on traffic calming and village community garden.
18/182	<p>PLANNING & TRANSPORT PLANNING APPLICATION CONSULTATIONS The minutes of the Planning Committee of 14 November 2017 were noted and approved.</p>
18/183	<p>APPEAL REGARDING REFUSAL OF 150 HOLIDAY LODGES AT LONGHIRST GOLF CLUB The Appeal statement was circulated and Councillor Woodard requested that the engagement of a planning professional be considered to draft a letter of objection to the Planning Inspectorate. He had spoken with such a person and given a quote of ~£400 for the service. The benefit of this service was debated and it was agreed that it would add value to the Parish Council objections to the application (and appeal submission). Councillor Willcox left the meeting at 8.05 due to other commitments. It was agreed to engage the proposed professional, Jo-Anne Garrick being given the brief that she drafts a submission that uses the Parish Council objections to the original application and adds any relevant local and National Planning Policy Framework Guidance where necessary.</p>
18/184	<p>CORE STRATEGY TIMETABLE AND POSITION The report by the County Council on the timescale for the replacement Core Strategy and progress straight to a Full Local Plan (likely adoption Summer 2020) was noted. It was understood that in the meantime, the Castle Morpeth District Local Plan (2003) and Morpeth Neighbourhood Plan (2016) would be used however, if this did not indicate any restrictions to an application, then permission should be granted if policy was out of date.</p>
18/185	<p>INTERACTIVE SPEED INDICATOR PROCUREMENT It was agreed that the Parish Council would be interested in 'buying into' the County wide procurement scheme of these devices.</p>

<p>18/186</p>	<p>ENVIRONMENT CHRISTMAS TREE Councillor Rochester had sourced a replacement 13ft tree which would be delivered on 5 December and (securely) planted on that day. It was agreed to also purchase additional solar lights for fuller coverage.</p>
<p>18/187</p>	<p>COMMUNICATIONS AUTUMN RESIDENTS SURVEY The results summary for both Residents and School Survey were received and noted the 65% increased response rate. Chart results would be publicised in a Bulletin in February 2018.</p>
<p>18/187</p>	<p>ROBIN ANNIVERSARY It was noted that the Tom Maley (the artist who created 'Robin') was keen to be involved in the anniversary celebrations and in supporting any promotions at Fayre Days in 2018 and 2019.</p>
<p>18/188</p>	<p>PARISH MAGAZINE The Winter Edition would be ready for delivery on Monday 4 December and Councillors would collect for distribution. Costs had been obtained for type setting service with copy examples for Parish Council to consider various style presentation and should an alternative provider be needed. The Newsletter was a well-read paper by residents and an important communication document and the Council wished to ensure it was kept 'fresh' in addition to a professional look. Councillor Proud would discuss ideas on a change of style with the Newsletter volunteer.</p>
<p>18/189</p>	<p>COPYRIGHT Advice from NALC regarding the use of copyright material when publishing was noted.</p>
<p>18/190</p>	<p>URGENT BUSINESS LITTER ON WELFARE FIELD Councillor Rochester raised the issue of excess litter after football matches. The Clerk would contact the match organiser.</p>
<p>18/191</p>	<p>LATE PLANNING APPLICATION 17/04257/FUL for 42 Beaumont Court, proposed rear, single storey extension It was agreed there were no comments to make.</p>
<p>18/192</p>	<p>OFFICE IT EQUIPMENT AND SUPPORT The Clerk requested that the Council withdraw contract and allow him to open a dialogue with the second option. This is due to long delays with the contractor of choice in implementing the agreed plan. It was agreed that the contract be cancelled and the Clerk instructed to contact the second choice contractor.</p>
<p>18/193</p>	<p>NEXT MEETING It was agreed that the next meeting be held on 22 January 2018 at 6.00pm.</p>

Minutes Approved by: _____

Date: _____

Date: 02/11/2017 Pegswood Parish Council R&P 2016/2017 Page: 147
Time: 10:49 Cashbook 1 User: KC
UNITY TRUST Current Account For Month No: 7

Receipts for Month 7			Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		180,441.39				180,441.39	
INC 17/012	Banked:25/10/2017	1,132.16					
INC 17/012	HMRC	1,132.16			105	1,132.16	VAT refund
Total Receipts for Month		1,132.16	0.00	0.00		1,132.16	
Cashbook Totals		181,573.55	0.00	0.00		181,573.55	

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Date: 02/11/2017

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Cashbook 1

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UNITY TRUST Current Account

For Month No: 7

Payments for Month 7				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/10/2017	Pegswood Community Hub	302137	1,000.00			4900	401	1,000.00	Grant 2nd tranche
09/10/2017	All Seasons	DD	605.83			4702	205	375.00	Grounds maintenance October
						4702	201	230.83	Grounds maintenance October
09/10/2017	Groundwork North East	DD	344.42			4100	105	164.04	Rent & Service charge October
						4170	105	180.38	Rent & Service charge October
09/10/2017	Aldi Stores	DD CARD	49.99		8.33	4185	111	41.66	Fridge
09/10/2017	Amazon.co.uk	DD CARD	18.49		3.08	4155	111	15.41	Stationery
09/10/2017	World of Data Ltd	DD CARD	5.45		0.91	4185	111	4.54	Phone extension
09/10/2017	Goods Wholesale Ltd	DD CARD	12.75		2.13	4155	111	10.63	Air freshner
09/10/2017	Wyevale Garden Centres	DD CARD	190.00			4660	502	190.00	Garden Comp Prizes
09/10/2017	Lloyds Bank plc	DD CARD	3.00			4550	111	3.00	Card Charges October
09/10/2017	Sanders Plant & Waste	302138	432.00		72.00	4710	201	360.00	3 x skips
09/10/2017	Alan Sambrook	302139	34.00			4920	502	34.00	2 x Poppy Wreaths
10/10/2017	Total Business Group	302140	59.83		9.97	4481	108	49.86	Hosted exchange Sept-Nov
10/10/2017	Nest Pensions	DD	237.54			4000	101	105.57	September pension
						4002	101	131.97	September pension
11/10/2017	Northumberland County Council	DD	2,722.61		2.05	4000	101	2,533.77	September payroll
						4001	101	176.54	September payroll
						4702	101	10.25	September payroll
16/10/2017	MW Designs	302141	375.60		62.60	4185	111	313.00	Signage and banners
16/10/2017	Northumberland County Council	302142	8,053.55			4643	502	8,053.55	Traffic calming measures
						318	0	-8,053.55	Traffic calming measures
						6000	502	8,053.55	Traffic calming measures
16/10/2017	Northumberland County Council	302143	24.00			4190	105	24.00	Room hire 24/6
19/10/2017	ABS Business Supplies	302145	53.47		3.56	4155	111	49.91	Stationery
24/10/2017	Maxwells DIY	883682415	23.99		4.00	4155	111	19.99	Timber supply via A. Sambrook
26/10/2017	Max Hire Ltd	95039698	72.00		12.00	4601	201	60.00	Grass cutter via M Rochester
01/11/2017	Community Action Northumbrian	999292113	100.00			4910	401	100.00	Donation
01/11/2017	Great North Air Ambulance	359965263	100.00			4910	401	100.00	Donation
01/11/2017	Total Business Group	688454858	59.39		9.90	4160	111	49.49	Copier usage Aug/Oct
Total Payments for Month			14,577.92	0.00	190.53			14,387.39	
Balance Carried Fwd			166,995.63						
Cashbook Totals			181,573.55	0.00	190.53			181,383.02	

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Cashbook 3

User: KC

Petty Cash

For Month No: 7

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		59.23					59.23	

Banked:	0.00						0.00	
		0.00					0.00	

Total Receipts for Month	0.00	0.00	0.00	0.00			0.00	
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Cashbook Totals	59.23	0.00	0.00	0.00			59.23	
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Cashbook 3

User: KC

Petty Cash

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
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Total Payments for Month			0.00	0.00	0.00			0.00	
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Balance Carried Fwd			59.23						
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Cashbook Totals			59.23	0.00	0.00			59.23	
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