

Parish Council Meeting held on Monday 30 April 2018 at 6.00pm

Public Session

Three residents of Hebron Avenue attended to enquire as to the possible application to the Secretary of State to 'call in' the planning application for 118 houses on land north of Hebron Avenue. This was a proposal by County Councillor Towns and tabled on the Parish Council agenda. Councillor Woodard had researched the application process and Councillor Towns was seeking guidance on making such an application. There was an option for friends Of Hebron Avenue to make their own submission if they so wished. The Parish Council would keep the group advised of its decision to apply to the Secretary of State.

Stephen Drew, Northumberland Youth Service attended to give an update on the youth project at Pegswood Community Hub running a weekly Club on Monday between 6.30pm-8.30pm. He was able to report that it was proving to be a success with a core of 10 young people and good collaboration with The Hub. An example of which was a co-session with the Elderflowers Group - sharing stories, playing board games – which was positively received and would be repeated. Other sessions involved outside cooking and future plans were to expand the subject matters e.g. life skills, health. The programme was expected to continue till November/December.

Minutes

Present	Councillor Paul Williams Councillor Yvonne Mallon Councillor Ian Dick Councillor David Woodard Councillor Pauline Proud Councillor Alan Sambrook Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale
19/001	APOLOGIES FOR ABSENCE None received.
19/002	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION None additional to those standing.
19/003	POLICE REPORT PCSO Beavers was unable to attend and provided a written report on incidents during March and April: <ul style="list-style-type: none"> • Thefts from Co-op • Assault in the vicinity of Pegswood Social Club • Damage to motor vehicle and property • Public Order offence • Couple of incidents of Anti-Social Behaviour near Welfare and Skate Park

19/004	<p>CO-OPTION OF A COUNCILLOR</p> <p>Mr Callum Bell attended the meeting in support of his written application to be co-opted onto the Parish Council. He informed Councillors that until recently his work was based in Pegswood, therefore he was aware of developments in the village. His particular focus was on the well-being agenda and had noted the Council's efforts around social isolation and good neighbourliness. The meeting went into closed session and Mr Bell waited outside the room whilst Councillors considered his application.</p> <p>It was agreed by all present that Mr Bell be co-opted as a Councillor. Mr Bell was invited back and accepted the position, duly signing the declaration.</p>
19/005	<p>MINUTES OF LAST MEETING</p> <p>The minutes of 26 March 2018 were approved as a true record.</p>
19/006	<p>CLERK'S REPORT</p> <p>The Clerk informed of the sad loss of Peter Angus who stood as a Councillor for many years, providing a valuable contribution to the village. The Parish Council offered its commiserations to his family.</p> <ol style="list-style-type: none"> 1. The thank you letter from the Scouts for the 2018 subsidy was acknowledged. 2. The report from the Hub on expenditure of last year's grant was accepted. 3. There was an offer from NCC to provide various HR services at different price levels which the Parish Council considered were not needed at this time but, would be considered should the need arise. 4. It was noted that NCC were introducing a new weed control regime which would easily identify treated areas. Councillor Towns would enquire as to the product used as it could be adopted by the private contractor used by the Parish Council for additional weed spraying. 5. Councillors would consider nominations for the LOVE Northumberland 2018 Awards and the scheme would be published in the Newsletter. 6. Issues in the monthly log were noted.
19/007	<p>MEMBERS REPORTS</p> <ol style="list-style-type: none"> 1. Chair had attended Planning, Garden Project, Website meetings, assisted at the Big Clean event and carried out delivery of the Residents Bulletin. 2. County Councillor Towns referred to the following matters raised by constituents: <ul style="list-style-type: none"> • Mention had been made of 2 dog waste bins being difficult to access due to their ground level position and the inclement weather. Previous Councillor, Mark Rochester, had begun a survey of the bins in the village and this would be continued by Councillor Dick and the Clerk. A report would be submitted to Council advising on repairs, re-location and use. • A river of 'orange' water down the public footpath (off Robin roundabout towards Ashington) was of concern. Officers from NCC would be investigating the source.

	<p>A date for the re-surfacing of roads at Charles/William/John and Edward Street was awaited and a budget of £30,000 had been allocated. A longer-term programme of works was scheduled for other areas in the village.</p> <ol style="list-style-type: none"> 3. Councillor Mallon had carried out inspections of JOAA (which she had found excessive litter at the Skate Park), attended Newsletter, Planning, Garden, Calendar Group meetings and took part in the visit to HMP Northumberland. She had also assisted in the delivery of the Residents Bulletin. attended the Big Clean and a Calendar group meeting. 4. Councillor Sambrook had attended Website, Newsletter, Garden and Calendar Group meetings plus assisted with delivery of the Bulletin and attended Big Clean event. He also took part in the visit to HMP Northumberland. 5. Councillor Proud had attended Planning, Newsletter, Garden and Calendar Group meetings, visited HMP Northumberland and delivered Residents Bulletin. She had also assisted with the Big Clean event. 6. Councillor Woodard had attended the site visit at land North of Hebron Avenue, Planning meetings (including that with consultant Joanne Garrick) and assisted in the delivery of Residents Bulletin. 7. Councillor Dick had delivered the Resident Bulletin, attended Big Clean event and the site visit near Hebron Avenue.
<p>19/008</p>	<p style="text-align: center;">GOVERNANCE</p> <p>MONTHLY FINANCIAL STATEMENTS MARCH 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 31 March 2018. 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 Williams with no queries raised.
<p>19/009</p>	<p>2017-2018 OUTURN</p> <p>It was resolved to allocate the £13,564 underspend for 2017/2018 to the Community Garden Project</p>
<p>19/010</p>	<p>INTERNAL CONTROL REPORT MARCH 2018</p> <p>The Internal Audit Report by the Parish Clerk was received and agreed the recommendation that Councillors give a verbal report on their review of online accounts at each monthly meeting. It was raised that options for additional bank accounts be expediated to ensure monies were within the protection limits under FCSC regulations.</p> <p>The Chairman thanked the Clerks for their timely work in preparation for the examination by the Internal Auditor.</p>
<p>19/011</p>	<p>2018/2019 AGREED BUDGET AND RESERVES</p>

<p>19/012</p> <p>19/013</p>	<p>The agreed budget print outs for this year were received together with a report on reserves.</p> <p>DONATION REQUEST Further information had been provided by CAB on stats relating to Pegswood and Councillors were satisfied that services were being sought and delivered to residents. A donation of £100 was approved to assist with running costs.</p> <p>INCREASE IN GROUNDS MAINTENANCE CONTRACT PRICE It was noted that the contract sum would rise by rate of inflation of 2.7% as per agreement. It was agreed to increase the contract by £360pa for additional grass cuts at the Skate Park.</p>
<p>19/014</p> <p>19/015</p> <p>19/016</p> <p>19/017</p>	<p>PLANNING & TRANSPORT The minutes of the Planning Committee of 4 April 2018 were received and approved.</p> <p>17/02177/FUL. Development of 118 dwellings North of Hebron Avenue It was noted that the decision of the Strategic Planning Committee of 6 April 2018 was to approve the application. The decision of the Clerk and Chair to support Councillor Towns in his approach to Secretary of State to 'call in' for review was ratified. Discussion followed on whether the Parish Council should consider an application. The Chairman tabled a motion to engage a consultant to advise on taking this forward, this was seconded by Councillor Proud. It was agreed that the Parish Council would also consider an application to the Secretary of State and seek advice from consultant Joanne Garrick (setting a limit of £500 on fees).</p> <p>18/00964/FUL Change of use of land to accommodate 150 holiday lodges and operational development of internal roads and pitches along with new site access at Longhirst Golf Club The decision of the Planning Committee to appoint a planning consultant (at a maximum cost of £500) to assist with the objection to proposals was ratified. The objection submission prepared by the consultant was acknowledged.</p> <p>The minutes of the Planning committee of 16 April 2018 were received.</p>
<p>19/018</p>	<p>ENVIRONMENT COMMUNITY GARDEN PROJECT The notes of visit to HMP Northumberland and the meeting of 21 April were received. It was agreed to progress the ROTL Scheme with the prison for both planting phase and ongoing maintenance of the garden. It was agreed to seek quotes for 3 seats within the garden, the designs of which would be considered by Councillors and a decision made at the Annual Assembly on 12 May. Councillors would also select the colour of the bonded gravel at</p>

19/019	<p>this meeting. The Clerk raised concerns regarding long term cost of mains lighting. It was agreed to (a) see how much would be saved by not installing mains cabling and (b) how much an additional head to the nearest lamp post, would cost. It was considered possible that solar lights would be used, but to install mains cabling for the possibility of retro-fitting mains powered lights should solar not be satisfactory. The 'ground breaking' ceremony would take place on 4 May 2018 at 3.30pm at which Ian Lavery, MP would officiate.</p> <p>GARDEN COMPETITION The timescale of entries by 30 August 2018 and judging by public vote on 16 September 2018 was agreed.</p>
19/020	<p>COMMUNICATIONS PARISH WEBSITE The new site was ready for content upload and it was agreed to allocate up to 5 hours paid time for the Assistant Clerk to carry out this task. The 'go live' date would be w/c 14 May and, with assistance from Councillor Bell, a Parish Council Facebook page would be examined as an add on. Photographs of Councillors would be required for the website and these would be taken on 12 May at the Annual Assembly.</p>
19/021	<p>URGENT BUSINESS The Town and Parish Council Liaison Group would be meeting on 3 May and Council Services would be on the agenda. Councillors Woodard and Sambrook were attending and would feedback at the next meeting.</p>
19/022	<p>NEXT MEETING It was agreed that the next meeting be held on 21 May 2018 at 6.00pm</p>

Minutes Approved by: _____

Date: _____

Parish Council Minutes

30 April 2018

Pegswood Parish Council

Date: 04/04/2018

Pegswood Parish Council R&P 2017/2018 Current Year

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Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 12

Receipts for Month 12

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		153,278.93					153,278.93	
Banked:		0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		153,278.93	0.00	0.00			153,278.93	

Date: 04/04/2018

Pegswood Parish Council R&P 2017/2018 Current Year

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Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 12

Payments for Month 12

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/03/2018	Groundwork North East	DD	344.42			4100	105	164.04	Rent/Service Chrg March
						4170	105	180.38	Rent/Service Chrg March
06/03/2018	All Seasons	DD	605.83			4702	205	375.00	Grounds maintenance March
						4702	201	230.83	Grounds maintenance March
06/03/2018	MNGC	223244623	100.00			4910	401	100.00	Donation
06/03/2018	Northumberland County Council	873721770	3,600.00		600.00	4710	201	3,000.00	Add sweep and weed
06/03/2018	PWLB	DD	1,796.86			4999	205	1,796.86	2nd tranch repayment
06/03/2018	S Anderson	998225657	26.00			4150	105	26.00	Cleaning February
06/03/2018	ITC Services Ltd	DD	63.60		10.60	4481	108	53.00	It support February
06/03/2018	ITC Services Ltd	DD	89.64		14.94	4481	108	74.70	Email hosting Jan-March
06/03/2018	SLCC Enterprises Ltd	DD CARD	165.00			4071	101	165.00	Clerk's membership fee
06/03/2018	Lloyds Bank	DD CARD	3.00			4550	111	3.00	Card fee March
07/03/2018	Premier Seeds Direct	DD CARD	4.95			4601	201	4.95	Poppy seeds
07/03/2018	Premier Seeds Direct	DD	-4.95			4601	201	-4.95	Poppy seeds
07/03/2018	Premier Seeds Direct	DD	5.80			4601	201	5.80	Poppy seeds
12/03/2018	Nest Pensions	DD	222.22			4002	101	123.46	February Pensions
						4000	101	98.76	February Pensions
12/03/2018	British Telecom Ltd	DD	49.37		8.23	4440	108	41.14	Buisness bill Mar-May
14/03/2018	Northumberland County Council	193106534	2,535.69		2.05	4000	101	2,370.34	Payroll February
						4001	101	153.05	Payroll February
						4072	101	10.25	Payroll February
22/03/2018	Clearchannel UK Ltd	679282886	172.93		28.82	4820	301	144.11	Repairs to bus stops
24/03/2018	Co-operative Group Ltd	PETTY CASH	1.52			4155	111	1.52	Milk & biscuits
24/03/2018	Co-operative Group Ltd	PETTY CASH	-1.52			4155	111	-1.52	Milk and biscuits
26/03/2018	Sanders Plant & Waste	62997924	288.00		48.00	4710	201	240.00	2 x skips
26/03/2018	S Anderson	278926766	26.00			4150	105	26.00	March Cleaning
26/03/2018	S Lonsdale	212980735	13.50			4040	101	13.50	Mileage Jan-Mar
26/03/2018	K Cassie	847126489	10.80			4040	101	10.80	Mileage Jan-Mar
29/03/2018	Azure Charitable Enterprises	934921362	232.80		38.80	4424	108	194.00	March Bulletin
31/03/2018	Unity Trust Bank	DD	23.85			4550	111	23.85	Bank Charges March
04/04/2018	Little Bistro	PETTY CASH	2.00			4155	111	2.00	Milk
04/04/2018	Little Bistro	PETTY CASH	-2.00			4155	111	-2.00	Milk
Total Payments for Month			10,375.31	0.00	751.44			9,623.87	
Balance Carried Fwd			142,903.62						
Cashbook Totals			153,278.93	0.00	751.44			152,527.49	

Parish Council Minutes

30 April 2018

Pegswood Parish Council

Date: 04/04/2018

Pegswood Parish Council R&P 2017/2018 Current Year

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Cashbook 3

User: KC

Petty Cash

For Month No: 12

Receipts for Month 12

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 :		52.10					52.10	
PC17/009	Banked: 27/03/2018	0.70						
PC17/009	Cash		0.70		1800	808	0.70	Photocopying
Total Receipts for Month		0.70	0.00	0.00			0.70	
Cashbook Totals		<u>52.80</u>	<u>0.00</u>	<u>0.00</u>			<u>52.80</u>	

Date: 04/04/2018

Pegswood Parish Council R&P 2017/2018 Current Year

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Cashbook 3

User: KC

Petty Cash

For Month No: 12

Payments for Month 12

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>
24/03/2018	Co-operative Group Ltd	PETTY CASH	1.52			4155	111	1.52	Milk and biscuits
29/03/2018	Little Bistro	PETTY CASH	2.00			4155	111	2.00	Milk
Total Payments for Month			3.52	0.00	0.00			3.52	
Balance Carried Fwd			49.28						
Cashbook Totals			<u>52.80</u>	<u>0.00</u>	<u>0.00</u>			<u>52.80</u>	