

<p><b>Parish Council Meeting held on Monday 25 June 2018 at 6.00pm</b></p>
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**Public Session**

None I attendance.

**Minutes**

<b>Present</b>	Councillor Paul Williams Councillor Yvonne Mallon Councillor David Woodard Councillor Pauline Proud Councillor Alan Sambrook Councillor Callum Bell Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale
<b>19/047</b>	<p><b>APOLOGIES FOR ABSENCE</b>                  County Councillor Towns gave apologies due to another commitment.</p>
<b>19/048</b>	<p><b>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</b>                  None additional to those standing.</p>
<b>19/049</b>	<p><b>POLICE REPORT</b>                  PCSO Beavers gave a report of incidents in the last month:</p> <ul style="list-style-type: none"> <li>• Shop lifting from Co-op</li> <li>• Outrage and public decency offence</li> <li>• Damage to property</li> <li>• Suspicious vehicle with large number of dogs at Welfare Field</li> <li>• Common assault</li> <li>• Graffiti at Skate Park</li> <li>• Theft of pet rabbit</li> <li>• Damage to motor vehicle</li> </ul>
<b>19/050</b>	<p><b>RESIGNATION OF COUNCILLOR</b>                  The resignation of Councillor Simon Willcox for personal reasons was noted and the Chair (on behalf of all) expressed gratitude for the years of service to the Parish.</p>
<b>19/051</b>	<p><b>CO-OPTION OF A COUNCILLOR</b>                  There were 2 applications of request for co-option of a Parish Councillor; Peter Millar and Melanie Crews.  <b>The Parish Council went into closed session.</b>                  Individually they presented why they wished to become a Councillor and a brief history of their experience and skills. It was unanimously resolved to co-opt both candidates should there be no requirement for election after the required notice period. It was devolved to the Clerk to officially appoint and issue declarations of acceptance of office should no by-election be</p>

	<p>called. In the case of a by-election being called it was devolved to a Working Group to appoint one candidate.</p> <p><b>The meeting returned to open session.</b> Both Peter and Melanie were invited to return to the meeting and were happy to accept the Councillor positions following the official confirmation of no by-election.</p>
19/052	<p><b>MINUTES OF LAST MEETING</b> The minutes of 21 May 2018 were approved as a true record.</p>
19/053	<p><b>CLERK'S REPORT</b></p> <ol style="list-style-type: none"> <li>1. It was noted that the meeting with Highways would be re-scheduled for July.</li> <li>2. The invitation to attend the opening of Wansbeck Valley Food Bank new premises was noted.</li> <li>3. Issues in the monthly log were noted and discussed. A recent email had been received from a resident concerned with litter, especially along the Pegswood by-pass. They regularly carried out litter picks using their own bin to deposit items collected. The Parish Council requested the Clerk arrange a meeting with the resident to discuss the issue and possible resolutions e.g. signage designed by local school children. Councillor Proud raised concern regarding overflowing bin/ litter strewn in the parking area along Hebron Road and the Clerk would report this to NCC.</li> </ol>
19/054	<p><b>MEMBERS REPORTS</b></p> <ol style="list-style-type: none"> <li>1. <b>Chair</b> had attended the Fayre Committee and site visits to the 'Bee Comfortable' seating area and new Community Garden. He had met with Charles Sample as part of regular liaison and been given a promissory note of £1000 donation for the Community Garden.</li> <li>2. <b>Councillor Mallon</b> had carried out inspections of JOAA, attended Calendar Group meeting plus the launch of the Junior Competition and attended the Great Get Together at The Hub.</li> <li>3. <b>Councillor Bell</b> had organised the Great Get Together.</li> <li>4. <b>Councillor Sambrook</b> had attended 'Peace in Our Time' meeting, visit to HMP to discuss seat designs and production plus deliver sleepers, He had attended the Fayre Committee and meeting to discuss the choir visit to Parliament plus the Great Get Together.</li> <li>5. <b>Councillor Proud</b> had attended the Calendar Group and launch of Junior Competition at Pegswood Primary along with attending the Great Get Together.</li> <li>6. <b>Councillor Woodard</b> had attended the meeting on Northumberland Local Plan which was an item later in the agenda.</li> </ol>
19/055	<p><b>GOVERNANCE</b></p> <p><b>MONTHLY FINANCIAL STATEMENTS MAY 2018</b></p> <ol style="list-style-type: none"> <li>1. It was resolved to confirm expenditure and note income in the Cash Books.</li> <li>2. It was resolved to approve the bank reconciliation statements as at 31 May 2018.</li> <li>3. It was resolved to approve budgetary control report and earmarked reserves report.</li> </ol>

	<p>4. It was noted that the internal checks had been carried out by Councillor Dick with no queries raised. Councillor Williams confirmed he had carried out spot checks of the bank account and there were no matters to raise.</p>
<b>19/056</b>	<p><b>BANKING SERVICES</b> The Clerk advised an amendment to the previous briefing paper in the intended transfer of services due to a change in terms by one of the intended banks. The recommendation that the current account stay with Unity Trust, for the time being, was agreed and also agreed to open an account with Nat West to invest sums within the FCSC protection limit. The gradual transfer from Unity Trust to NatWest was also agreed.</p>
<b>19/057</b>	<p><b>WORKING GROUPS POLICY</b> Minor amendments to the policy were agreed.</p>
<b>19/058</b>	<p><b>BUSINESS PLAN</b> It was agreed to hold a business working group on Saturday 18 August and the Asst Clerk would book Wansbeck Suite at Pegswood Fire Station.</p>
<b>19/059</b>	<p><b>REQUEST TO CONSIDER TITLE OF LAND</b> Pegswood Beekeepers Association had re-located onto vacant land adjacent to Station Cottages and requested that the Parish Council claim the land under adverse possession rights. The Clerk advised that the process would take 10 years+ and it would need to be confirmed that the plot was not registered but, there was no risk or exposure. As the Parish Council already owned Station Cottages it was resolved to begin to assimilate evidence.</p>
<b>19/060</b>	<p><b>PLANNING &amp; TRANSPORT</b> <b>NORTHUMBERLAND LOCAL PLAN</b> NCC would be releasing documents (in disc format) on 4 July regarding the proposals for the Northumberland Local Plan and the consultation period would close in mid-August. A public session to view the proposals would be held in Morpeth Town Hall on 24 July, 2pm to 7pm. Councillor Woodard proposed a Planning Committee be convened to consider comments which could be ratified at the July meeting. This would be arranged by the Clerk.</p>
<b>19/061</b>	<p><b>17/02177/FUL. Development of 118 dwellings North of Hebron Avenue</b> It was noted that the application for ‘call-in’ had been unsuccessful and it was debated what further action could be taken. It was agreed to request a meeting with NCC Director of Place to (a) voice the Parish Council disappointment with the engagement process and (b) examine avenues for positive engagement in the future.</p>
<b>19/062</b>	<p><b>PROPOSED COAL MINE PRE-APPLICATION DISCUSSION</b></p>

	<p>It was resolved that the Parish Council would await to make comment when the application was made to NCC and to thank the developer for his pre-application consultation.</p>
<b>19/063</b>	<p><b>ENVIRONMENT</b>  <b>COMMUNITY GARDEN PROJECT</b>                  The planting would take place over 24/25 July and volunteers would be requested through local organisations. A meeting was scheduled for 2 July to discuss the plans for each day including equipment needs, watering and logistics. It was agreed to hold an opening ceremony and resolved to allocate a budget of £500.</p>
<b>19/064</b>	<p><b>BEE COMFORTABLE</b>                  It was noted that the seat had been installed and shrubs removed with plants salvaged for re-location. PWBWI would place a flower border behind the seat and the former shrub area sown with wild flowers in August/September. It was suggested that the Parish Council take on responsibility for the West View side of the roundabout in view of annual complaints of overgrown shrubs. It was resolved to table this for consideration next year.</p>
<b>19/065</b>	<p><b>COMMUNICATIONS</b>  <b>FAYRE DAY</b>                  The following schedule for post Fayre Day Newsletter was agreed:</p> <ul style="list-style-type: none"> <li>• 6 August – copy deadline</li> <li>• 16 August – editorial</li> <li>• w/c 20 August – printing</li> <li>• w/c 4 September - delivery</li> </ul>
<b>19/066</b>	<p><b>URGENT BUSINESS</b>                  It was asked that the fencing off of JOAA to prevent dogs accessing, be progressed following a couple of recent incidents in the park. The Clerks were researching options for fencing meanwhile a temporary measure would be put in place with appropriate signage.</p>
<b>19/067</b>	<p><b>NEXT MEETING</b>                  It was agreed that the next meeting be held on 30 July 2018 at 6.00pm. Councillors Mallon and Sambrook gave their apologies in advance.</p>

Minutes Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Parish Council Minutes

25 June 2018

Pegswood Parish Council

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Date: 05/06/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 161

Time: 08:11

Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 2

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Receipts for Month 2

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>
<b>Balance Brought Fwd :</b>		<b>191,890.82</b>					<b>191,890.82</b>	
INC 18/004	Banked: 16/05/2018	334.00						
INC 18/004	Pegswood with Bothal WI	334.00			1801	808	334.00	Donation for seat
					319		334.00	Donation for seat
					6001	808	-334.00	Donation for seat
<b>Total Receipts for Month</b>		<b>334.00</b>	<b>0.00</b>	<b>0.00</b>			<b>334.00</b>	
<b>Cashbook Totals</b>		<b>192,224.82</b>	<b>0.00</b>	<b>0.00</b>			<b>192,224.82</b>	

# Parish Council Minutes

25 June 2018

## Pegswood Parish Council

Date: 05/06/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 162

Time: 08:11

Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 2

### Payments for Month 2

### Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/05/2018	S Lonsdale	976801031	25.00			4040	101	25.00	Eye Test
03/05/2018	Groundwork North East	DD	344.42			4100	105	164.04	Rent/service May
						4170	105	180.38	Rent/service May
03/05/2018	All Seasons	DD	605.83			4702	205	375.00	Grounds maintenance May
						4702	201	230.83	Grounds maintenance May
03/05/2018	All Seasons	989231956	-66.36			4702	205	-59.36	Rpi 2x skatepk cuts
						4702	201	-7.00	Rpi 2x skatepk cuts
09/05/2018	ITC Services Ltd	DD	39.60		6.60	4481	108	33.00	Email hosting May
09/05/2018	ITC Services Ltd	DD	63.60		10.60	4481	108	53.00	IT support April
09/05/2018	Lloyds Bank	DD	3.00			4550	111	3.00	Card fee May
09/05/2018	All Seasons	989231956	66.36			4702	205	59.36	rpi increase 2x skatepark cuts
						4702	201	7.00	rpi increase 2x skatepark cuts
09/05/2018	S Anderson	304613312	26.00			4150	105	26.00	Cleaning May
09/05/2018	Welbeck Estates Co Ltd	147332805	125.00			4703	601	125.00	Allotment rent May-Aug
09/05/2018	CAB N'Land	570741654	100.00			4910	401	100.00	Donation
10/05/2018	All Seasons	488760219	76.36			4702	205	68.36	Rpi increase + 2xSkatepk cuts
						4702	201	8.00	Rpi increase + 2xSkatepk cuts
15/05/2018	Nest Pensions	DD	224.34			4002	101	124.63	April pensions
						4000	101	99.71	April pensions
15/05/2018	Northumberland County Council	851305998	2,555.49		2.05	4000	101	2,392.95	April payroll
						4001	101	150.24	April payroll
						4072	101	10.25	April payroll
15/05/2018	MW Designs	415353616	1,300.00		80.00	4420	108	1,220.00	Spring newsletter
15/05/2018	British Telecom Ltd	DD	133.46		22.24	4480	108	111.22	Business bill Mar-Jul
22/05/2018	Groundwork North East	906506324	100.00			4910	401	100.00	Miners Meadow
23/05/2018	Stackhouse Poland	402486951	1,487.93			4130	111	87.93	Annual insurance
						4130	205	800.00	Annual insurance
						4130	301	600.00	Annual insurance
24/05/2018	Northumberland ALC	261843844	427.99			4460	111	427.99	Subs 2018
04/06/2018	Marmax Recycled Products	983671448	400.80		66.80	4643	502	334.00	WI Seat
						319	0	-334.00	WI Seat
						6000	502	334.00	WI Seat
04/06/2018	Jo-Anne Garrick Ltd	463109801	450.00			4643	502	450.00	Call-in Letter
<b>Total Payments for Month</b>			8,488.82	0.00	188.29			8,300.53	
<b>Balance Carried Fwd</b>			183,736.00						
<b>Cashbook Totals</b>			192,224.82	0.00	188.29			192,036.53	

Parish Council Minutes

25 June 2018

Pegswood Parish Council

Date: 05/06/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 137

Time: 08:11

Cashbook 3

User: KC

Petty Cash

For Month No: 2

Receipts for Month 2

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 :		49.68					49.68	
Banked:		0.00						
			0.00				0.00	
<b>Total Receipts for Month</b>		0.00	0.00	0.00			0.00	
<b>Cashbook Totals</b>		<u>49.68</u>	<u>0.00</u>	<u>0.00</u>			<u>49.68</u>	

Date: 05/06/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 138

Time: 08:11

Cashbook 3

User: KC

Petty Cash

For Month No: 2

Payments for Month 2

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>
09/05/2018	Co-operative Group Ltd	PC18/002	0.52			4155	111	0.52	Milk
<b>Total Payments for Month</b>			0.52	0.00	0.00			0.52	
<b>Balance Carried Fwd</b>			49.16						
<b>Cashbook Totals</b>			<u>49.68</u>	<u>0.00</u>	<u>0.00</u>			<u>49.16</u>	