

## Parish Council Meeting held on Monday 30 July 2018 at 6.00pm

### Public Session

A representative of Friends of Hebron Avenue attended to enquire as to the recent notified changes to the Barratts application on land North East of Hebron Avenue. This matter was on the agenda for the meeting and the Chair brought forward the item. It was noted that there had been amendments to re-locate the car park spaces and movement of the access road as well as changing the house design on four plots. On discussion it was considered to question the appropriateness of moving the access road and the formal response to County would be shared with 'Friends of Hebron Avenue'. The Chair advised that individuals could also respond via NCC planning portal.

Another resident raised the matter of the Football Pitch facility that previously existed in the village and their recent correspondence with Sport England (who were the major funder of the facility). Their concern was with the four floodlights that now remain on the site and the possibility of re-locating/re-use elsewhere but ownership of the items would need to be determined. With the overall cost of the project being ~£273,000, and this being public funds, in their view it was in the public interest to utilise any goods left remaining. The Parish Council had contacted Sport England during the consultation period on the planning application for land where the Sports Facility stood and the response was that they would not be taking any further action. The Chair asked the resident to keep the Parish Council informed of any response from Sport England.

A resident of Bothal Court attended regarding their concerns over residues from Sanders Plant depositing on their property and brought samples of dust to exemplify. It was noted from an email from Councillor Mallon that she had also received complaints on this matter. The resident had reported the issue to NCC Environment Protection Department and completed a monitoring report in the past but no action appeared to have been taken. He was aware of other residents who also reported the issue. Councillor Towns advised that the Environment Agency was the responsible body for the licence and he understood they had no issues with the plant. NCC Environment Protection Department had limited powers but could monitor the situation and report any concerns to EA however, the last monitoring reports they received did not identify any breach in relation to environmental standards. Councillor Towns would discuss the recent issues with NCC Environment Department and report back to the Parish Council. The resident advised that he had also raised the matter with the local MP.

### Minutes

<b>Present</b>	Councillor Paul Williams Councillor Peter Millar Councillor David Woodard Councillor Pauline Proud Councillor Melanie Crews Councillor Callum Bell County Councillor David Towns
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	Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale
<b>19/068</b>	<b>APOLOGIES FOR ABSENCE</b> Councillors Mallon and Sambrook gave apologies due to being on holiday.
<b>19/069</b>	<b>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</b> None additional to those standing.
<b>19/070</b>	<b>POLICE REPORT</b> The PCSO gave a report of incidents in the last month: <ul style="list-style-type: none"> <li>• Theft from Co-op</li> <li>• Damage to property</li> <li>• Burglary from property</li> <li>• Damage to gate</li> </ul> A recent email from a property owner in the village regarding concerns of a drug related nature would be forwarded for the police to consider.
<b>19/071</b>	<b>MINUTES OF LAST MEETING</b> The minutes of 25 June 2018 were approved as a true record.
<b>19/072</b>	<b>CLERK'S REPORT</b> <ol style="list-style-type: none"> <li>1. It was noted that the annual Allotment Association inspections had taken place w/c 23 July.</li> <li>2. The Parish Council took note of the merger of Northumberland Credit Union with NE First Credit Union.</li> <li>3. Councillors would consider responding to the County Council consultation on the draft Statement of Principles 2019-2022 for the Gambling Act 2005.</li> <li>4. It was noted that GMDT AGM would take place on 9 August 2018.</li> <li>5. Issues in the monthly log were received and Councillor Millar would discuss disabled access solutions at the gate entry for Colliers Hill with Groundworks.</li> </ol>
<b>19/073</b>	<b>MEMBERS REPORTS</b> <ol style="list-style-type: none"> <li>1. <b>Chair</b> had attended Fayre Day, Community Garden meetings and planting plus a meeting with the Primary School regarding S106 monies.</li> <li>2. <b>Councillor Towns</b> gave a reminder of the deadline on the consultation period for the draft Core Strategy. Other matters raised by residents were covered within the agenda.</li> <li>3. <b>Councillor Bell</b> had attended Fayre Day and assisted with planting in the Community Garden.</li> <li>4. <b>Councillor Crews</b> had attended the Community Garden meeting and assisted on Fayre Day.</li> <li>5. <b>Councillor Proud</b> had attended the Community Garden meeting, assisted with planting and Fayre Day.</li> <li>6. <b>Councillor Millar</b> had attended the meeting with the Primary School and assisted on Fayre Day. He had also been at a meeting of the volunteer group for Friends of Pegswood Community Woods.</li> </ol>

	<p><b>7. Councillor Woodard</b> had attended meetings on the NCC Draft Core Plan plus assisted on Fayre Day.</p>
<b>19/074</b>	<p><b>GOVERNANCE</b>  <b>MONTHLY FINANCIAL STATEMENTS JUNE 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 30 June 2018.</li> <li>3. It was resolved to approve budgetary control report and earmarked reserves report.</li> <li>4. It was noted that the internal checks had been carried out by Councillor Bell with no queries raised. Councillor Williams confirmed he had carried out spot checks of the bank account and there were no matters to raise. Councillors who had not yet 'logged on' for online viewing should do so at the earliest opportunity. The next checks would be undertaken by Councillor Woodard.</li> </ol>
<b>19/075</b>	<p><b>CLERK'S TIME</b>  The Clerk had accrued time of 30 hours due to recent workload and it was resolved to buy out at a cost of ~£530.00</p>
<b>19/076</b>	<p><b>PLANNING &amp; TRANSPORT</b>  <b>PLANNING APPLICATIONS FOR CONSIDERATION</b>  18/02424/VARYCON Land North East of Hebron Avenue had been discussed during the public session and it was resolved for Councillor Woodard to prepare draft comment for circulation.</p>
<b>19/077</b>	<p><b>APPLICATIONS DECIDED</b>  18/01062/DISCON Discharge of Condition 3 (disposal of animal waste) in relation to application 14/01904/FUL at Unit4A, Pegswood Industrial Estate had been granted. The Parish Council again considered it inappropriate for business waste to be deposited in this way.  The Clerk also advised that the application for 3 dwellings on Whorral Bank had been granted.</p>
<b>19/078</b>	<p><b>DRAFT NORTHUMBERLAND PLAN</b>  Councillor Woodard had provided a draft summary of comments and in general there was no objection on the policy proposals. The draft would be circulated for full consideration and finalised response by the deadline. CPRE had requested support for their objections to the proposals on areas suitable for Wind Turbines but the Parish Council resolved not to respond.</p>
<b>19/079</b>	<p><b>PROPOSED PLANNING TRAINING SESSION</b>  Councillor Woodard offered to share his knowledge and expertise with other Councillors by providing a training session on Planning. Councillor Williams suggested that a training brief be prepared (which he offered to</p>

	assist in drafting) using questions from Councillors and a date/time be put forward post September.
<b>19/080</b>	<p><b>ENVIRONMENT</b></p> <p><b>COMMUNITY GARDEN PROJECT</b></p> <p>The planting had been successfully completed the previous week and a programme of watering would be carried out over the next 8 weeks. HMP would be contacted regarding a completion date for the two seats and once these were installed, the bonded gravel would be laid. The official opening ceremony would take place on 8 September starting at 12.15, invitations had been issued to guests and Ian Lavery, MP had agreed to officiate. Information Boards would be ordered and logos would be sought from those who supported/funded the project. It was agreed that the Asst Clerk would prepare draft content in consultation with the design company contracted for the Newsletter.</p>
<b>19/081</b>	<p><b>REPLACEMENT WASTE BIN</b></p> <p>It was resolved that the broken dog bin at the Lonnen would be replaced with a general waste bin on the advice of NCC. The cost would be ~£350. It was noted that consultation was under way with NCC to supply a large general waste bin at the recycling point on the Welfare Field car park to assist our volunteer litter pickers.</p>
<b>19/082</b>	<p><b>COMMUNICATIONS</b></p> <p><b>FAYRE DAY</b></p> <p>It was agreed that next year's event would be held 13 July 2019 from 12 noon to 4pm. The Asst Clerk had sent a note of appreciation to traders, community groups and volunteers and asked for feedback of the day. Responses would be considered at the Parish Council review of the event at a pre-meeting to the Business Planning session on 18 August. It was noted that there was a surplus of funds from the event of ~£1400.00 (an increase to 2017) to carry forward to next year.</p>
<b>19/083</b>	<p><b>PRIMARY SCHOOL</b></p> <p>Since the meeting with the school regarding S106 monies it had been confirmed that there were no funds available to the School from the development on Land North of Hebron Avenue. The Parish Council would support the Primary School should funds be made available.</p>
<b>19/084</b>	<p><b>URGENT BUSINESS</b></p> <p><b>OVERGROWN SHRUBBERY</b></p> <p>The landscaped area near Croome Gardens had become overgrown and the Clerk would make enquiries with the landowner to have it cut back.</p>
<b>19/085</b>	<p><b>DONATION REQUEST</b></p> <p>A local businessman requested a donation towards a fund-raising activity he would be participating in for "Henry Dancer Days" Charity. The Parish Council resolved to donate up to £100 paid directly to the Charity.</p>
<b>19/086</b>	<p><b>ROAD SAFETY PLAN</b></p>

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	Neil Snowdon, NCC Highways had provided a draft plan of safety improvements throughout the village which Councillors would consider and respond to the Clerk. Costs for the overall scheme would be sought.
<b>19/087</b>	<b>NEXT MEETING</b> It was agreed that the next meeting be held on 20 August 2018 at 6.00pm.

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

Date: 03/07/2018

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Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 3

Receipts for Month 3			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		183,736.00					183,736.00	
INC 18/005	Banked:29/06/2018	1,000.00						
INC 18/005	Duke of Portland Trust	1,000.00			1800	808	1,000.00	Contrib to Garden
					318		1,000.00	Contrib to Garden
					6001	808	-1,000.00	Contrib to Garden
<b>Total Receipts for Month</b>		1,000.00	0.00	0.00			1,000.00	
<b>Cashbook Totals</b>		<u>184,736.00</u>	<u>0.00</u>	<u>0.00</u>			<u>184,736.00</u>	

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Cashbook 1

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UNITY TRUST Current Account

For Month No: 3

Payments for Month 3				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/06/2018	Groundwork North East	DD	344.42			4100	105	164.04	Rent/service June
						4170	105	180.38	Rent/service June
06/06/2018	All Seasons	DD	652.19			4702	205	415.19	Grounds Maintenance June
						4702	201	237.00	Grounds Maintenance June
06/06/2018	Pegswood with Bothal WI	128924957	2,200.00			4900	401	2,200.00	Grant PinOT
06/06/2018	PH Partnership	587717853	8,655.06			4643	502	8,655.06	Interim Comm Garden
						318	0	-8,655.06	Interim Comm Garden
						6000	502	8,655.06	Interim Comm Garden
07/06/2018	Network Rail	911820179	36.34		6.06	4770	601	30.28	Wayleave
07/06/2018	ITC Services Ltd	DD	39.60		6.60	4481	108	33.00	Email hosting June
07/06/2018	ITC Services Ltd	DD	63.60		10.60	4481	108	53.00	It support May
07/06/2018	Castlewood Loo Hire	256027961	550.00			4189	503	550.00	Portable toilets
07/06/2018	S Anderson	137873151	26.00			4150	105	26.00	Cleaning June
11/06/2018	Northumberland County Council	449597193	2,614.29		2.05	4000	101	2,444.36	May payroll
						4001	101	157.63	May payroll
						4072	101	10.25	May payroll
11/06/2018	Nest Pensions	DD	229.16			4002	101	127.31	May pensions
						4000	101	101.85	May pensions
11/06/2018	MAS Seeds	DD CARD	137.00		22.83	4643	502	114.17	poppy seeds
						319	0	-114.17	poppy seeds
						6000	502	114.17	poppy seeds
11/06/2018	Lloyds Bank	DD CARD	3.00			4550	111	3.00	card fee June
11/06/2018	British Telecom Ltd	DD	52.62		8.77	4440	108	43.85	business bill Jun-Aug
14/06/2018	PH Partnership	812769504	12,122.70			4643	502	12,122.70	2nd interim Comm Garden
						318	0	-12,122.70	2nd interim Comm Garden
						6000	502	12,122.70	2nd interim Comm Garden
18/06/2018	MW Designs	86841451	3,600.00		600.00	4444	108	3,000.00	Website development
						335	0	-3,000.00	Website development
						6000	108	3,000.00	Website development
18/06/2018	Waltons Marquee Hire	460218724	250.00			4189	503	250.00	Marquee deposit
02/07/2018	A Sambrook	531342991	11.70			4040	101	11.70	Mileage
02/07/2018	Clearchannel UK Ltd	11581849	95.33		15.89	4820	301	79.44	Bus shelter repairs
03/07/2018	K Cassie	386646493	18.45			4040	101	18.45	Mileage Apr-June
03/07/2018	S Lonsdale	187842418	8.10			4040	101	8.10	Mileage Apr-June
03/07/2018	Unity Trust Bank	DD	26.10			4550	111	26.10	Bank charges June
<b>Total Payments for Month</b>			31,735.66	0.00	672.80			31,062.86	
<b>Balance Carried Fwd</b>			153,000.34						
<b>Cashbook Totals</b>			184,736.00	0.00	672.80			184,063.20	

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Petty Cash

For Month No: 3

Receipts for Month 3

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 :		49.16					49.16	
	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>49.16</u>	<u>0.00</u>	<u>0.00</u>			<u>49.16</u>	

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Cashbook 3

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Petty Cash

For Month No: 3

Payments for Month 3

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>
			0.00						
<b>Total Payments for Month</b>			0.00	0.00	0.00			0.00	
<b>Balance Carried Fwd</b>			49.16						
<b>Cashbook Totals</b>			<u>49.16</u>	<u>0.00</u>	<u>0.00</u>			<u>49.16</u>	