

<p>Parish Council Meeting held on Monday 20 August 2018 at 6.00pm</p>
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Public Session

There were no members of the public present

Minutes

Present	Councillor Paul Williams (Chair) Councillor Peter Millar Councillor Yvonne Mallon Councillor Pauline Proud Councillor Melanie Crews Councillor Alan Sambrook Clerk: Kevin Cassie
19/088	APOLOGIES FOR ABSENCE Councillor Bell tendered his apologies due to child-care issues. Councillor Towns and the Police apologised for being unavailable on the night
19/089	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION None additional to those already declared
19/090	POLICE REPORT A report from the Police listed the following incidents in the last month: <ul style="list-style-type: none"> • They are keeping an eye on some disruptive behaviour on the path along-side the Co-op • 2 incidents of shop-lifting at the Co-op, detected • 2 incidents of shop-lifting at the Co-op, not detected • An attempted break-in • An attempted theft of a horse-trailer It was noted that the recently installed 5-bar-gate at the play area has been stolen. The Clerk will discuss a replacement with the contractor
19/091	MINUTES OF LAST MEETING The minutes of 30 July 2018 were approved as a true record.
19/092	RESIGNATION OF A COUNCILLOR It was noted, with regret, that David Woodard had resigned from the Parish Council for personal reasons. The Parish Council unanimously agreed to thank David for his valued input to the Parish and his commitment and professionalism during his tenure as Councillor. The Parish Council wishes him well in his retirement
19/093	CLERK'S REPORT <ol style="list-style-type: none"> 1. The Clerk was requested to circulate the dates and times of the Annual Town and Parish Conference and the Joint meeting with

	<p>Town/Parish Councils at the Area Committee to all Members. It was anticipated that Councillors Williams and Millar would attend the Conference.</p> <ol style="list-style-type: none"> 2. Issues in the monthly log were received. The issue of anti-social behaviour is being handled by the Police; and Councillor Millar is discussing the issues in Pegswood Woods with the relevant bodies 3. The fire at the Allotments was raised, and the Clerk was asked to inspect the dog bin as it was thought it had been destroyed by the fire 4. The issue of the pruning of the trees on County Council land at Bothal and Coquetdale Closes was raised. It was agreed to monitor the situation
<p>19/094</p>	<p>MEMBERS REPORTS</p> <ol style="list-style-type: none"> 1. Chair had attended a meeting with the Hub, which he reported at the Business Planning Working Group. He had also attended a number of sessions at the Community Garden 2. Councillor Towns was not present 3. Councillor Mallon had attended the Business Planning Working Group, the Calendar Working Group and sessions at the Community Garden 4. Councillor Crews had attended the Business Planning Working Group 5. Councillor Proud had attended the Business Planning Working Group, the Calendar Working Group, and a session with the Assistant Clerk to set up her laptop to access the online banking system 6. Councillor Millar had attended the Business Planning Working Group, meetings regarding the Community Woods and sessions at the Community Garden. 7. Councillor Sambrook had attended the Business Planning Working Group, the Calendar Working Group, sessions at the Community Garden and undertaken the internal financial checks
<p>19/095</p>	<p>GOVERNANCE MONTHLY FINANCIAL STATEMENTS JUNE 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 July 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 Sambrook with no queries raised. The Chairman suggested that a brief training session be organised for the new Councillors on the Parish Council's finance arrangements. This will be scheduled by the Clerk

19/096	<p>DONATION REQUEST</p> <p>It was resolved to agree a donation of £100 to Age UK Northumberland. The Clerk was requested to invite representation from the organisation to a convenient Parish Council meeting to discuss further input into the Parish</p>
19/097	<p>PLANNING & TRANSPORT</p> <p>PLANNING APPLICATIONS FOR CONSIDERATION</p> <p>18/02759/FUL Erection of 2 new dwellings and shared access drive on the site of the former West Cottage property. As the development was approved outline permission in 2015, the Parish Council had no further observations. However, it has concerns that the number of cars regularly parked on the main road during business hours could create a safety issue on the access to the proposed homes. Parking restrictions may need to be considered</p>
19/098	<p>PROPOSED STREET NAMES FOR NEW HOUSING ESTATE</p> <p>It was considered that since the names had been chosen by residents of the village, the Parish Council would offer no comment on the proposed names</p>
19/099	<p>LOCAL TRANSPORT PLAN PROGRAMME 2019 – 2020 and PROPOSED TRAFFIC CALMING MEASURES IN VILLAGE</p> <p>It was resolved that the Parish Council's submission to the LTP for 2019/2020 would be the installation of the proposals submitted by the County Council's Highways Design Team in drawing HE185326/00/C395/01/01</p>
19/100	<p>PROPOSED STOPPING UP OF HIGHWAY AT COOKSWELL HOUSE, DARK LANE</p> <p>The stopping-up notice was noted</p>
19/101	<p>ENVIRONMENT</p> <p>COMMUNITY GARDEN PROJECT</p> <p>The proposed additional paving at the green box at a cost of £714 and installation of bird's mouth fencing at a cost of £1785 was approved. Discussion ensued regarding the provision of a waste bin for the garden. It was resolved to provide a waste bin, the Clerk was requested to provide a number of alternatives</p>
19/102	<p>REPLACEMENT WASTE BIN</p> <p>The proposal to provide a large replacement litter bin to replace the vandalised bin outside the corner shop was not agreed. The Clerk was requested to seek a waste bin no higher than the existing stone wall, and report back</p>
19/103	<p>URGENT BUSINESS</p> <p>DUST AND NOISE COMPLAINTS</p>

	<p>Following a number of complaints regarding dust and noise from the recycling plant, it was resolved to invite the Environmental Health Officer of the County Council to a convenient meeting to discuss proposed actions</p>
19/104	<p>‘ROBIN’ CALENDAR AND PEN It was resolved to charge the minimum of £5.00 for the packs. The Assistant Clerk was requested to revise the initial layout of the calendar</p>
19/105	<p>BROCKSBURN PARK GRASS CUTTING Concerns have been raised that the grass cutting in Brocksburn Park was slipping. The Clerk agreed to contact McAlpine next week if nothing has happened in the meantime</p>
19/106	<p>NEXT MEETING It was agreed that the next meeting be held on 24 September 2018 at 6.00pm.</p>

Date: 02/08/2018		Pegswood Parish Council R&P 2018/2019 Current Year				Page: 165	
Time: 10:01		Cashbook 1				User: KC	
		UNITY TRUST Current Account				For Month No: 4	
Receipts for Month 4		Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction Detail
Balance Brought Fwd :		153,000.34					153,000.34
PC18/004	Banked: 12/07/2018	0.80					
PC18/004	Clir Mallon	0.80			1800	808	0.80 Photocopying
PC18/004	Banked: 12/07/2018	-0.80					
PC18/004	Clir mallon	-0.80			1800	808	-0.80 Photocopying
PC18/004	Banked: 14/07/2018	29.00					
PC18/004	Cash	29.00			1800	808	29.00 Book sales
PC18/004	Banked: 14/07/2018	-29.00					
PC18/004	Cash	-29.00			1800	808	-29.00 Book sales
INC18/006	Banked: 16/07/2018	113.50					
INC18/006	Summerhill Books	113.50			1801	808	113.50 History book sales
INC18/007	Banked: 16/07/2018	599.45					
INC18/007	Cash	599.45			1820	808	599.45 Fayre Day Income
					336		599.45 Fayre Day Income
					6001	808	-599.45 Fayre Day Income
INC18/008	Banked: 17/07/2018	1,070.00					
INC18/008	cash & Northumbrian water	1,070.00			1820	808	1,070.00 fayre day Income
					336		1,070.00 fayre day Income
					6001	808	-1,070.00 fayre day Income
INC 18/009	Banked: 23/07/2018	750.00					
INC 18/009	Pegswood Allotment Assoc	750.00			1081	601	750.00 Annual rent
INC18/010	Banked: 31/07/2018	40.00					
INC18/010	Northern Fun Fairs	40.00			1800	808	40.00 Show Income
					336		40.00 Show Income
					6001	808	-40.00 Show Income
PC18/004	Banked: 31/07/2018	0.63					
PC18/004	S Lonsdale	0.63			1800	808	0.63 Stamp
PC18/004	Banked: 31/07/2018	-0.63					
PC18/004	S Lonsdale	-0.63			1800	808	-0.63 Stamp
Total Receipts for Month		2,572.95	0.00	0.00			2,572.95
Cashbook Totals		155,573.29	0.00	0.00			155,573.29

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Date: 02/08/2018		Pegswood Parish Council R&P 2018/2019 Current Year				Page: 166			
Time: 10:01		Cashbook 1				User: KC			
		UNITY TRUST Current Account				For Month No: 4			
Payments for Month 4				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
25/04/2018	Fairbairn Marquees	AUDIT CORR	243.13			4189	503	243.13	VAT Recoup
04/07/2018	Groundwork NE	DD	344.42			4100	105	164.04	Rent/Service July
						4170	105	180.38	Rent/Service July
04/07/2018	All Seasons	DD	652.19			4702	205	415.19	Grounds maintenance July
						4702	201	237.00	Grounds maintenance July
04/07/2018	S Anderson	705427049	26.00			4150	105	26.00	Cleaning July
04/07/2018	Maxwells DIY	67746660	7.99		1.33	4185	111	6.66	Lump hammer
04/07/2018	Fresh-air Fitness	762008379	92.40		15.40	4708	205	77.00	Replacement parts
04/07/2018	PHPartnership	943142191	208.40			4851	205	208.40	Gate and fence
04/07/2018	PHPartnership	848218487	5,509.00			4643	502	5,509.00	3rd Interim Garden bill
						318	0	-5,509.00	3rd Interim Garden bill
						6000	502	5,509.00	3rd Interim Garden bill
05/07/2018	ITC Services Ltd	DD	49.92		8.32	4481	108	41.60	Email hosting June
05/07/2018	ITC Services Ltd	DD	63.60		10.60	4481	108	53.00	IT Support June
10/07/2018	Northumberland County Council	780899113	2,720.83		2.05	4000	101	2,537.52	June payroll
						4001	101	171.01	June payroll
						4072	101	10.25	June payroll
10/07/2018	Nest Pensions	DD	237.90			4002	101	132.17	June pensions
						4000	101	105.73	June pensions
10/07/2018	Carrs Billington	416131875	91.06		15.18	4185	111	75.88	Rope & post knocker via PW
10/07/2018	Northumbrian Water Limited	DD CARD	112.80		18.80	4643	502	94.00	Standpipe connect fee
						318	0	-94.00	Standpipe connect fee
						6000	502	94.00	Standpipe connect fee
10/07/2018	This Is It Stores	DD CARD	42.23		7.05	4185	111	35.18	camping chairs
10/07/2018	Shenzhenmanqiongmaoyouxi	DD CARD	12.26		2.05	4185	111	10.21	Cable ties
10/07/2018	The Chemical Hut	DD CARD	12.48		2.08	4185	111	10.40	Barrier tape
10/07/2018	Amazon.co.uk	DD CARD	17.68		2.94	4155	111	14.74	Velcro tape
10/07/2018	Britosea-Tech	DD CARD	12.58		2.10	4155	111	10.48	Tarpaulin bungees
10/07/2018	Big Build Technology	DD CARD	13.95		2.33	4185	111	11.62	Memory card
10/07/2018	First2Savvv	DD CARD	7.59		1.27	4185	111	6.32	Camera bag
10/07/2018	Nextlynx Ltd	DD CARD	199.95		33.33	4185	111	166.62	Camera
10/07/2018	Lloyds Bank	DD CARD	3.00			4550	111	3.00	card fee June
11/07/2018	ABS Business Supplies	944185997	933.60		155.60	4185	111	778.00	2 Office Chairs
11/07/2018	AG Rochester	802091331	360.00			4705	205	60.00	June asset/play Insp
						4800	301	300.00	June asset/play Insp
12/07/2018	Al's Superstore	PC18/004	2.10			4189	503	2.10	Ribbon
12/07/2018	Al's Superstore	PC18/004	-2.10			4189	503	-2.10	Ribbon
17/07/2018	Morrisons	256398073	9.14			4189	503	9.14	Water and toilet rolls
17/07/2018	Maxwells DIY	256398073	6.99		1.17	4155	108	5.82	Marker paint
17/07/2018	Glenton's Bakery	256398073	25.85			4189	503	25.85	Fayre subsistence
17/07/2018	M&S/WHSmith	256398073	80.00			4189	503	80.00	Prize vouchers
17/07/2018	Kirkley hall Ltd	63780398	324.00		54.00	4189	503	270.00	Petting zoo
17/07/2018	Waitbus	56492192	120.00			4189	503	120.00	Shuttle Bus
17/07/2018	Loose Change	876271567	70.00			4189	503	70.00	Music Provision
17/07/2018	Station Entertainments Ltd	966509800	300.00			4189	503	300.00	PA System
17/07/2018	Pegswood with Bothal WI	92963585	50.00			4189	503	50.00	Refreshment provision
17/07/2018	Garden Narratives	771106367	60.00			4643	502	60.00	3 Gablons

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20 August 2018

Pegswood Parish Council

Date: 02/08/2018

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Cashbook 3

User: KC

Petty Cash

For Month No: 4

Receipts for Month 4

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	
PC18/004	Banked: 12/07/2018	0.80						
PC18/004	Cllr mallon		0.80		1800	808	0.80	Photocopying
PC18/004	Banked: 14/07/2018	29.00						
PC18/004	Cash		29.00		1800	808	29.00	Book sales
PC18/004	Banked: 31/07/2018	0.63						
PC18/004	S Lonsdale		0.63		1800	808	0.63	Stamp
Total Receipts for Month		30.43	0.00	0.00			30.43	
Cashbook Totals		79.59	0.00	0.00			79.59	

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Pegswood Parish Council

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Cashbook 3

User: KC

Petty Cash

For Month No: 4

Payments for Month 4

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>
12/07/2018	Al's Superstore	PC18/004	2.10			4189	503	2.10	Ribbon
Total Payments for Month			2.10	0.00	0.00			2.10	
Balance Carried Fwd			77.49						
Cashbook Totals			<u>79.59</u>	<u>0.00</u>	<u>0.00</u>			<u>77.49</u>	