

<p>Parish Council Meeting held on Monday 29 October 2018 at 6.00pm</p>

Public Session

Two residents-to-be attended having seen the Newsletter (which they found very informative) and due to move to the village soon, wanted to observe the Parish Meeting to find out more of what is happening in the village, and any future plans. Ms L Carr wanted to enquire about the future of the Welfare Hall having heard that there was a possibility of it closing in the near future. As the venue for the Annual Show Day, and it being a community facility, she was concerned that the village would be losing a valuable asset. The Chairman advised of the current understanding in that the lease was expected not be extended beyond 2021. The Parish Council had consulted with other Community Organisations to ascertain future plans and opened a dialogue with Welbeck Estates (landlord for the Welfare) with the hope that there would be no loss of community facility within the village.

Minutes

Present	Councillor Paul Williams (Chair) Councillor Ian Dick (Vice-Chair) Councillor Peter Millar Councillor Yvonne Mallon Councillor Callum Bell Councillor Melanie Crews Councillor Alan Sambrook Clerk: Kevin Cassie Asst Clerk: Susan Lonsdale Councillor David Towns, NCC Liam Howley, NCC Community and Environmental Health Manager (in part)
19/129	APOLOGIES FOR ABSENCE Councillor Proud tendered her apologies due to being on holiday.
19/130	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION Cllr Millar declared his interest under the Grants and Subsidies item as a member of one of the applicants - Pegswood Community Woods – and as such, would exclude himself from any resolution.
19/131	POLICE REPORT There were no Police in attendance but a report had been submitted which was summarised by the Clerk. It was noted that there had been a number of incidents of thefts from motor vehicles which, through certain measures by owners, may have been preventable. An article on crime prevention in general would be included in the Christmas Newsletter in the hope of reducing incidences. The Police were pleased to report that ASB was again at a very low level.
19/132	MINUTES OF LAST MEETING

	The minutes of 26 September 2018 were approved as a true record.
19/133	<p>CLERK'S REPORT</p> <ol style="list-style-type: none"> 1. It was noted that there were no proposed changes to Waste Collection routes in the village but there might be a change in the time of day. 2. NCC had issued a consultation document on the proposed reduced levels of council tax support for working age claimants and Councillors would contact the Clerk if they wished to respond. 3. The issues log was noted. The Clerk advised that investigation was ongoing to establish the responsible body for grass cutting at Beaumont Park. It was noted that NCC had carried out works on clearing the road drains in Charles Street vicinity.
19/134	<p>MEMBERS REPORTS</p> <ol style="list-style-type: none"> 1. Chair had attended NCC Town & Parish Council Meeting, Working Group and meeting with Chair of The Hub. He has also participated in Skip Day, Bulb Planting and the Opening of the Community Garden. 2. Councillor Towns had also received concerns regarding the road drains and environment health issues, the latter of which he was in dialogue with the relevant Department Officers at NCC. There were two matters for which he was gathering information following request/complaint: (1) playground in Whitefield Crescent area and (2) car parking issues in Charles Street. He would be seeking views and, or support from the Parish Council on any potential developments with these two matters. 3. Councillor Sambrook had undertaken the monthly financial checks and attended NALC AGM, NCC Town & Parish Council and Peace in Our Time meetings plus Newsletter Working Group. He had assisted with turf cutting and bulb planting and attended the Garden Opening event. 4. Councillor Dick had attended Skip Day, bulb planting and Garden Opening. 5. Councillor Bell had attended Working Group, meeting with Chair of The Hub and met with the Clerks regarding setting up PPC Facebook page. He had also assisted at Skip Day and held initial discussions with a graphic artist regarding a potential project for 'Urban Art'. 6. Councillor Millar had attended the Working Group, assisted with turf cutting and bulb planting event. 7. Councillor Mallon had assisted with Garden tidy up and Skip Day. She had attended the Newsletter Working Group and Garden Opening Ceremony. Along with Cllr Proud she had carried out research for the Front Street Project including discussions with local traders. <p>The letter of appreciation from Welbeck Estates regarding the Community Garden was noted.</p>

<p>19/135</p>	<p>GOVERNANCE</p> <p>MONTHLY FINANCIAL STATEMENTS SEPTEMBER 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 30 September 2018.3. It was resolved to approve the 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. <p>Some Councillors were having difficulty in accessing the Unity account online and would contact the bank for assistance. The Clerk advised that the opening of the NatWest account was in progress. It was noted that there would be a Finance Working Group on 14 November, primarily to discuss the 2019/20 budget.</p>
<p>19/136</p>	<p>GRANTS AND SUBSIDIES 2019/2020</p> <p>It was resolved to approve the recommendations of the Working Group of 16 October (subject to the relevant stated conditions being met). Details of the approved grants and subsidies would be confirmed at the November meeting.</p>
<p>19/137</p>	<p>EXTERNAL AUDIT FOR Y/E MARCH 2018</p> <p>It was resolved to approve and accept the completion of the external audit and acknowledged that there were no issues raised. It was noted that the final outturn figures had been amended to move an NCC debit from 2017/18 into 2018/19.</p>
<p>19/138</p>	<p>DONATION REQUEST</p> <p>It was resolved to give £100 donations to both Great North Air Ambulance and Community Action Northumberland.</p>
<p>19/139</p>	<p>COMMUNITY ENGAGEMENT</p> <p>The proposal by the Working Group of 18 September regarding Councillors being allocated 'zones' within the village was discussed, the principal of which was to foster better engagement by and with the Community. It was agreed that 'zoning' the village would be a useful guide to ensure full coverage for Parish Council environment activities/events and possible surgeries but that it would not be necessary at this time to allocate Councillors to a particular zone. Councillor Towns offered that the Parish Council could 'co-host' with the surgeries he will be scheduling within the village and this offer was accepted.</p>
<p>19/140</p>	<p>COMMUNITY SPORTS FACILITY</p> <p>A parishioner had requested that the Parish Council consider the following:</p> <ul style="list-style-type: none">• Establish the viability of a new sports facility in the village

<p>19/145</p>	<p>be forwarded to the Clerks and a proposed action plan produced for the Council to consider. Consultations with local business had already begun and would be ongoing to factor all ideas into the project proposals. A review of the Grounds Maintenance and Asset Cleaning schedules would be undertaken to evaluate the effectiveness of these programmes.</p> <p>REPLACEMENT DOG WASTE BIN</p> <p>It was resolved to replace the deteriorated dog waste bin at Bothal Court pit head site with the NCC recommended standard waste bin at a cost of £340.</p>
<p>19/146</p>	<p>COMMUNICATIONS RESIDENTS SURVEY</p> <p>It was acknowledged and approved that the survey was carried out using distribution via local Community Facilities and Show Day (rather than per household delivery) in addition to an on-line option.</p> <p>The Asst Clerk had provided a chart summary of the results which would be published in the Christmas Newsletter. It re-affirmed the Parish Council plans in focussing on 'house-keeping' matters over the next 6-18 months and building on the foundations of the Community spirit of the village. It was pleasing to see a 58% satisfaction with Council performance but recognising that there were avenues to better engage; 80% of residents would welcome Councillor surgeries for instance.</p> <p>Responses would be factored into the Parish Council forward plan.</p>
<p>19/147</p>	<p>URGENT BUSINESS</p> <p>I. Planter at Longhirst Road</p> <p>It was reported that the coal tub was in a state of disrepair and the grounds surrounding required attention. Councillor Millar offered to tidy up the space along with volunteers from Pegswood Community Woods and the Clerk was asked to enquire with HMP as to the cost for a replacement planter.</p> <p>II. St Margaret's Chapel</p> <p>Councillor Proud had passed on a resident request for more prominent signage for St Margaret's Chapel. The Clerk was asked to make enquiries with Highways on the options available, and at what cost.</p>
<p>19/148</p>	<p>NEXT MEETING</p> <p>It was agreed that the next meeting be held on 26 November 2018 at 6.00pm</p>

Date: 02/10/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 171

Time: 11:00

Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		122,105.34					122,105.34	
INC 18/010	Banked: 04/09/2018	58,530.00						
INC 18/010	Northumberland County Council	58,530.00			1900	810	58,530.00	2nd tranche precept
INC18/013	Banked: 20/09/2018	35.00						
INC18/013	M Crews	35.00			1800	808	35.00	Plaque
INC18/014	Banked: 24/09/2018	35.00						
INC18/014	P Williams	35.00			1800	808	35.00	Plaque
INC18/011	Banked: 26/09/2018	5,000.00						
INC18/011	Northumberland CC	5,000.00			1800	808	5,000.00	Garden grant
					318		5,000.00	Garden grant
					6001	808	-5,000.00	Garden grant
INC18/012	Banked: 01/10/2018	500.00						
INC18/012	Cash	500.00			1800	808	500.00	Sales
Total Receipts for Month		64,100.00	0.00	0.00			64,100.00	
Cashbook Totals		186,205.34	0.00	0.00			186,205.34	

Parish Council Minutes

29 October 2018

Pegswood Parish Council

Date: 02/10/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 172

Time: 11:00

Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 6

Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/04/2018	Northumberland County Council	DD	2,436.08		2.05	4000	101	2,283.25	Payroll from previous year
						4001	101	140.53	Payroll from previous year
						4072	101	10.25	Payroll from previous year
04/09/2018	Groundwork North East	DD	344.42			4100	105	164.04	Rent/Service Sept
						4170	105	180.38	Rent/Service Sept
04/09/2018	All Seasons	DD	652.19			4702	205	415.19	Grounds maintenance September
						4702	201	237.00	Grounds maintenance September
04/09/2018	S Anderson	908702134	26.00			4150	105	26.00	Cleaning September
04/09/2018	RBS Software Solutions	547692301	444.00		74.00	4445	111	370.00	Software maintenance 2019
04/09/2018	PWLB	DD	1,796.86			4999	205	1,796.86	Loan repayment
04/09/2018	ICO	DD	40.00			4450	111	40.00	Data Protection Reg fees
04/09/2018	ICO	DD	-5.00			4450	111	-5.00	DP Registration reduction
06/09/2018	All Seasons	36594674	1,060.00			4643	502	1,060.00	Bark mulch
						318	0	-1,060.00	Bark mulch
						6000	502	1,060.00	Bark mulch
06/09/2018	Lloyds bank plc	DD	3.00			4550	111	3.00	Card fee Sept
26/09/2018	PH Partnerships	777807982	714.00			4643	502	714.00	Blockpaving
						318	0	-714.00	Blockpaving
						6000	502	714.00	Blockpaving
26/09/2018	Azure Charitable Enterprises	439483545	1,210.80		201.80	4643	502	1,009.00	Calendars
26/09/2018	Tom Maley	683819576	175.00			4643	502	175.00	Plaques
26/09/2018	A Rochester	235643748	810.00			4800	301	300.00	Quarterly inspections + work
						4820	301	400.00	Bin moves
						4705	205	60.00	Quarterly inspections
						4708	205	50.00	Beam repairs
26/09/2018	ITC Services Ltd	DD	46.80		7.80	4481	108	39.00	Email hosting Sept
26/09/2018	ITC Services Ltd	DD	63.60		10.60	4481	108	53.00	IT support Aug
26/09/2018	British Telecom Ltd	DD	53.11		8.85	4440	108	44.26	Business bill
26/09/2018	PH Partnerships	873589290	2,067.00			4643	502	2,067.00	Birdsmouth fencing
						318	0	-2,067.00	Birdsmouth fencing
						6000	502	2,067.00	Birdsmouth fencing
26/09/2018	PKF Littlejohn LLP	568081433	480.00		80.00	4580	111	400.00	External audit
28/09/2018	SLCC Enterprises Ltd	880895143	147.00			4071	101	147.00	Membership S Lonsdale
28/09/2018	Kompan Scotland Ltd	107545463	24.00		4.00	4708	205	20.00	Bolts covers
30/09/2018	PH Partnerships	555857648	6,122.20			4643	502	6,122.20	Final garden work
						318	0	-6,122.20	Final garden work
						6000	502	6,122.20	Final garden work
30/09/2018	Unity Trust Bank	DD	30.45			4550	111	30.45	Service Charge
02/10/2018	MW Designs	557823898	547.20		91.20	4643	502	456.00	Garden info board
						318	0	-456.00	Garden info board
						6000	502	456.00	Garden info board
02/10/2018	S Lonsdale	742082126	17.55			4040	101	17.55	Mileage July-Sept
02/10/2018	K Cassie	758859282	20.25			4040	101	20.25	Mileage July-Sept

Continued on Page 173

Parish Council Minutes

29 October 2018

Pegswood Parish Council

Date: 02/10/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 145

Time: 11:01

Cashbook 3

User: KC

Petty Cash

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		71.13					71.13	
PC18/006	Banked: 09/09/2018	19.00						
PC18/006	Cash		19.00		1800	808	19.00	Calendars & badges
PC18/006	Banked: 26/09/2018	6.00						
PC18/006	cash		6.00		1800	808	6.00	Calendar & badge
PC18/006	Banked: 29/09/2018	5.00						
PC18/006	Cash		5.00		1800	808	5.00	Calendar
Total Receipts for Month		30.00	0.00	0.00			30.00	
Cashbook Totals		101.13	0.00	0.00			101.13	

Date: 02/10/2018

Pegswood Parish Council R&P 2018/2019 Current Year

Page: 146

Time: 11:01

Cashbook 3

User: KC

Petty Cash

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
19/09/2018	Marty's Service Centre	PETTY CASH	6.00			4660	502	6.00	Engraving
20/09/2018	Co-operative Group Ltd	PETTY CASH	1.52			4155	111	1.52	Milk
27/09/2018	Als Superstore	PETTY CASH	1.30			4643	502	1.30	Ribbon for garden
Total Payments for Month			8.82	0.00	0.00			8.82	
Balance Carried Fwd			92.31						
Cashbook Totals			101.13	0.00	0.00			101.13	