

SIMONBURN PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 10th May 2016 in Simonburn Village Hall

Mrs V S Allgood opened the meeting at 6.45 pm.

01-05-01 Present

Mrs V Allgood (Chairman), NA Ridley, P Rowcroft, RA Hadley and AW Langford
Also Clerk R Macfarlane

01-05-02 Election of Chairman

Cllr Ridley proposed **Cllr VS Allgood** and this was seconded by Cllr R Hadley - all agreed.
NB At this point Cllr Allgood took the Chair and signed the declaration of acceptance of office (LGA 1972 s83).

The Chairman welcomed all councillors and thanked them for their support throughout the year. In his absence, due to County Council duties, she gave thanks to the work carried out by County Councillor Rupert Gibson, his attendance at meetings and the valuable information he imparts from County Hall. Lastly the Chairman thanked the Clerk on behalf of the Council, for his help and advice

01-05-03 Apologies for absence

D Bulman and Councillor RM Gibson

01-05-04 Declaration of Interest

Mrs V Allgood and NA Ridley - St Mungo's Parochial Church Council (PCC)
NA Ridley - NCC Planning Application 16/00956/FUL

01-05-05 Appointment of Officers

Chairman

- **Cllr VS Allgood** - proposed by P Rowcroft and seconded by NA Ridley

Vice Chairman

- **Cllr NA Ridley** - proposed by VA Allgood and seconded by RA Hadley

Evans Trust

- **Cllr VS Allgood** - proposed by NA Ridley and seconded by RA Hadley

Village Hall

- **Cllr D Bulman** - proposed by P Rowcroft and seconded by NA Ridley

01-05-06 Public First Focus

No members of the public present

01-05-07 Minutes

The minutes taken at the council meeting held on 16th March 2016, having been circulated and approved by the Council were signed by the Chairman.

01-05-08 **Matters arising from last meeting**

Parish Grass Mower

The new mower, Husqvarna RCTH 194, is road taxed and has a registration number.

Bank Authority

Clerk to check if Chairman, NA Ridley, D Bulman and P Rowcroft are signatories.

Transparency Grant

An application was sent to NALC and we await a response.

01-05-09 **Communications**

CAN Newsletter, CAN Spring Conference, Love Northumberland 2016,

- **Tyne Valley Community Rail Partnership** – Next meeting is on 4th June.
- **From the NCC Waste Minimilisation Officer** – Right thing leaflet, Commercial waste leaflet, Hazardous waste leaflet.
- **Staff Changes** Dr David Francis has now retired from CAN and Nalc. Andy Dean is new Chief Executive of Community Action Northumberland and Stephen Rickitt is NALC's new Chief Officer.

01-05-10 **Reports**

Northumberland County Council

No report

Village Hall

No report

01-05-11 **Roads**

Simonburn Bridge

The Clerk has contacted Chris Westerby who confirmed that the bridge had been made safer to protect neighbours. Two large concrete block have now been put in place to stop any usage of the bridge. The repair work has been delayed because they had to await listed building consent. Work is expected to start late July.

Drains

NCC Highways workmen have visited the village and cleaned out some of the drains.

01-05-12 **Footpaths**

A resident has concerns with the cleanliness of some footpaths.

01-05-13 **Planning**

NCC Planning Application

16/00956/FUL Barn conversion to provide 2 no. dwellings. Conshild Farm Simonburn NE48 3PW The council supports this application.

01-05-14 **Policy and Document Review**

Assets Register The Assets Register value remains at £3,259

Financial Regulations Documentation The Clerk pointed out that the Fidelity Guarantee is now £25,000 and has amended the Risk Management Document appropriately.

Risk Management It was RESOLVED to continue insurance cover with Zurich Municipal.

Standing Orders No alterations or amendments were suggested or proposed.

01-05-15 **Audit**

Internal Audit

Colin Earnshaw the Internal Auditor has completed a full audit and there were no matters arising. The Council asked the Clerk to pay him a fee of £50, thank him and invite him to continue next year. The Council will review this payment next year in the light of the Transparency Code.

Annual Statement of Accounts

The Annual Financial Return was accepted and this was signed by the Chairman. It was RESOLVED that the Council approves (in sequence) the Annual Governance Statement, Accounting Statement, and the Annual Internal Audit Report.

Exercise of Electors' Rights

The notice of appointment of date for the exercise of electors' rights must be displayed for 14 days. The Audit Notice will be displayed in Parish Notice Board and the 30 Working Day Period for the Exercise of Public Rights commences on 3rd June and will end on 14th July. SPC will submit the annual return and supporting documentation inspected by the Council at this meeting to BDO LLP by the agreed audit date of 16th May. Approval of Accounts should be no later than 30th June and Publication of Audited Accounts no later than 30th September 2015.

01-05-16 **Finances**

Bank Statements

The latest statements were approved and signed. Balances at 1st April Deposit Account £1,716.68 and Current Account £454.93

Income Half precept £1000 and vat repayment £64.98

Approved Payments

Clerk's salary £228, HMRC £57 tax, Clerk's expenses £25.20 (£1.33 vat), Council Insurance Zurich Municipal £251.85, C Earnshaw Internal Audit £50, Car Park Rent Land Factor (Nunwick Estate) £5.00, Village Hall Committee (annual rent) £40, St Mungo's PCC Grass Cutting £200.

It was agreed to pay the Car Park Rent Land Factor (Nunwick Estate) by standing order of annual fee £5.00.

01-05-17 **Transparency Code**

The Clerk informed the Council that in order to comply with the new legislation the Council minutes have to be published within a month of holding a meeting.

01-05-18 **Date of next meeting** The Regular Parish Council Meeting Wednesday 21st September 2016, starting at 6.30 in Simonburn Village Hall.