

SIMONBURN PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 17th May 2017 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, D Bulman and S Tilson,
Also Clerk R Macfarlane and County Councillor RM Gibson

01-05-02 Election of Chairman

Cllr Ridley proposed **Cllr VS Allgood** and this was seconded by Cllr P Rowcroft- 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 congratulated all on their success at the recent elections especially our new councillor Soraya Tilson. Lastly the Chairman thanked the Clerk on behalf of the Council, for his help and advice

01-05-03 Apologies for absence

AW Langford

01-05-04 Declaration of Interest

All councillors completed the "Members' and Co-opted Members' Disclosable Pecuniary and Other Interests" forms. These will be maintained by the Monitoring Officer at County Hall in accordance with Section 29 of the Localism Act 2011. The Electoral Commission expects a declaration by all candidates as to election expenses to be lodged with the Returning Officer.

01-05-05 Appointment of Officers

Chairman

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

Vice Chairman

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

Evans Trust

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

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 8th March 2017, 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.

01-05-09 **Communications**

All councillors were circulated with a full list of correspondence.

CAN Newsletter, CAN Spring Conference, Love Northumberland Awards 2017, NCC “getabout”, War Memorials Trust bulletin, Tynedale Hospice at Home.

- **Insurance Quotes** Quotes for the parish insurance were received from Aon (Allianz) and Zurich Municipal. The latter being cheaper and also giving better cover.
- **Grass Mowers** Towergate now insures the mower.

01-05-10 **Reports**

Northumberland County Council

Cllr Gibson gave a verbal report

Village Hall

Cllr Rowcroft gave a verbal report

01-05-11 **Roads**

Simonburn Bridge

The work on the bridge is now completed – however there are some concern over the low parapet.

Bus Stop

The situation of the bus stop on the main road has been changed by NCC Highways to a dangerous position at the brow of the hill.

01-05-12 **Planning**

NCC Planning Application – no applications

01-05-13 **Policy and Document Review**

Assets Register The Assets Register value has increased by £454 (scanner/computer) to £3,713

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.

01-05-14 **Audit**

Internal Audit

GD Scorer 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.

Audit continued

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 2017.

01-05-15 **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 £240, HMRC £60 tax, Clerk's expenses £39.90 (£2.33 vat), Council Insurance Zurich Municipal £257.60, G Scorer Internal Audit £50, Car Park Rent Land Factor (Nunwick Estate) £5.00, Village Hall Committee (Annual Rent) £40, St Mungo's PCC Grass Cutting £100, Hexham Machinery Centre £103.60 (vat £17.27), SLCC £29, Nalc £57.19, R Hadley (Petrol) £100, Towergate Mower Insurance £191.14

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

01-05-16 **Date of next meeting** To be confirmed.