

NEWBROUGH PARISH COUNCIL

Minutes of the Annual Meeting of the Council held on 10th May 2017

01-05-1 **Present** Cllrs MW Gibson (Chair), J Annan, IS Hunter, MD Newson, HA Walton and KE Bell

Also Present: Clerk, R Macfarlane and County Councillor RM Gibson (fifteen members of the public were present)

01-05-2 **Apologies** Cllr A Smith

01-05-3 **Election of Chairman** Cllr J Annan proposed **Cllr MW Gibson** seconded by HA Walton and all agreed. At this point in the Meeting MW Gibson took the Chair.

The Chairman welcomed everyone to the meeting and thanked members of the Council for their support throughout the year, congratulating them all on being elected on 4th May. He congratulated County Councillor Gibson on being re-elected and thanked the Clerk for his support and advice to the Council throughout the year.

The Chairman also welcomed Sam Lawrence (New Town Hall caretaker) to the meeting.

01-05-4 **Declaration of Office** Cllr MW Gibson signed the declaration of acceptance of office (LGA 1972 s83). All Councillors signed the appropriate declaration of acceptance of office.

01-05-5 **Election of Vice-Chairman** Cllr J Annan proposed **Cllr IS Hunter** seconded by HA Walton and all agreed.

01-05-6 **Declaration of Interest** All councillors present 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 and this is to be lodged with the Returning Officer.

01-05-7 **Minutes** The Minutes of the Meeting of Newbrough PC which was held on 1st March 2017 were approved by the Council then signed by the Chairman.

01-05-8 **Matters Arising**

Bus Shelter

Following requests from residents and prolonged negotiations and much public input Newbrough finally has a bus shelter. It was funded by the JS Charlton Trust, NCC and Newbrough Parish Council. The building work was carried out by Warwick Bachelor Builders, gable-end stones inscribed by Gilbert Ward and slates and stone donated by the Bowman family. The Chairman stated that it is very attractive and well-constructed and a fitting memorial to Jack Charlton.

To complete the project the NCC will be asked to provide and fit a litter bin.

Public Access Defibrillator.

The Chairman was very pleased to announce the culmination of the cPAD project (involving NE Ambulance Service Foundation Trust, Stanegate Festival Committee, Stephen Carey Trust and Newbrough PC) in securing the Public Access Defibrillator for the parish. The Chairman thanked Cllr Hunter for his work and Cllr Smith for offering to site the defibrillator next to the Red Lion on the side wall of Archway House. It is planned to have training in the Red Lion on Monday evenings soon.

Isos Play Area at Sidgate The Clerk was asked to contact NCC to see if a litter bin could be provided near the play area.

01-05-9 **Public First Focus**

This item was covered in the Annual Meeting of the Parish

01-05-10 **Communications**

The following correspondence has been forwarded to all councillors: CAN Newsletter, Nalc e-news, NCC Getabout, Tynedale Hospice newsletter

Insurance Quotes Information for the parish insurance were received from Aon (Allianz), Came & Co and Zurich Municipal. The latter being cheaper and also giving better cover.

01-05-11 **Roads**

Interactive Speed Sign The Clerk will apply for a NRSWA 1991 s50 licence to operate the VAS apparatus on the Stanegate.

01-05-12 **Reports**

Northumberland County Council

Cllr RM Gibson presented a verbal report on NCC activities.

Sportsfield Association

Cllr Walton provided the Council with an up-date. Following a delegation of young people it was RESOLVED that the Council would support any efforts to assist in the preparation of the sportsfield to facilitate youth cricket.

01-05-13 **Planning**

NCC application **17/00376/FUL** Overdale Newbrough NE47 5AG refused permission

NCC application **17/00048/LBC** NCC granted permission 3rd March

NCC consultation **17/01007/FUL** Middle Cottage Stanegate Road NE47 5AG

The Council supports this application.

NCC application **17/00084/PREAPP** Still outstanding – Clerk to make enquiries.

NCC application **16/01458/CCM** Prudham Quarry re-consultation.

01-05-14 **Audit**

Internal Audit

The Internal Audit has taken place and there were no matters arising. The Clerk was asked to thank the Internal Auditor and invite her for next year. The Internal Auditor has requested that her fee (£60) should be paid to “The Sick Children’s Trust.” This was agreed.

External Audit to 31st March 2017

This will be to BDO requirements and in line with Accounts and Audit (England) Regulations 2011 (Regulations 12-16) and the Audit Commission Act of 1998.

Annual Statement of Accounts

Cllr Newson proposed and Cllr Walton seconded that the annual Financial Return be accepted and this was signed by the Chairman. It was RESOLVED that the Council approve (in sequence) the Annual Governance Statement, the Accounting Statement, and the Annual Internal Audit Report.

Audit Arrangements

BDO requirements and in line with Accounts and Audit (England) Regulations 2011 (Regulations 12-16) and the Audit Commission Act of 1998.

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 5th June and will end on 14th July. The Council will submit the annual return and supporting documentation presented 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.

Common Inspection Period 1st to 14th July

01-05-15 **Finances**

Bank Accounts 31st March 2017 BMM £1517.13, Community £26332.43

Income Half precept £4,250 and vat £295.91

Section 137 Expenditure: Limit for 2017/18

The Department for Communities and Local Government (DCLG) has confirmed that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2017/18 is £7.57.

Payments by S/O

Clerk’s Salary, HMRC and Meeting Room Rent are now paid by standing order.

Payments Approved Council Expenses £51.19 (vat £4.33), OneandOne Website £45.82 (vat £7.64), SLCC £50, Council Insurance £257.60, Whitebeam Planters £41.99 (£36 plus £5.99 vat), S Davies (Grass Cutting 1st cut inv99) £98, W Batchelor Builders ltd £6,697.85, NALC £114.94, Gilbert Ward £450, Jewson 0109139 £95.71, Jewson 0109567 £80.95, Jewson 0109817 £78.35, Jewson 0110368 £6.96 (Total £261.97), Jewson £469.87

Payments Approved

Internal Audit fee payment to Sick Children’s Trust £60 (LGA 1972 s137) and CAN to be confirmed and administered at the grant aid meeting in November

01-05-16 **Footpaths**

The Council agreed to pursue the possibility of sourcing grant aid to construct a pathway to St Peter's. The Chairman was pleased to see that Newbrough river path had been restored thanks to the efforts of The Angling Club and the Fourstones riverside path will be repaired by the Tyne Rivers Trust.

01-05-17 **Review of Documents.**

Financial Regulations Documentation & Risk Management

It was RESOLVED to continue insurance cover with Zurich Municipal.

The Assets Register

This was increased to £7,941 to cover cost of Defibrillator.

01-05-18 **Date and Time of Next Meeting** - 7.00 pm, Tuesday 4th July 2017

The Meeting was closed at 9.10 pm.

Annual Meeting of the Parish Chairman's Report

The Chairman welcomed everyone to the meeting and thanked members of the Council for their support throughout the year, congratulating them all on being elected on 4th May. He congratulated County Councillor Gibson on being re-elected and thanked the Clerk for his support and advice to the Council throughout the year.

He was pleased to see so many members of the public attending the meeting. He especially thanked the young delegation of residents who were keen to play cricket and who gave a presentation asking the Council for assistance. Other parishioners present were interested in looking at ways to improve the Council's website and keeping residents informed. The Council also welcomed Sam the new caretaker of the Town Hall.

The Chairman reflected on last year's achievements of the vibrant community of Newbrough. He was glad that the Council had been able to award grants to worthy groups and support the Town Hall, School and other societies. The Council had also played its part in planning application consultations. He noted the repeated success of the Stanegate Festival and how liaising with NCC had effected an improvement on road repairs. He was pleased with the Council contribution to the Remembrance Service and thanked the councillors (and families) for the floral display at the Memorial.

The Chairman was very pleased to announce the culmination of the PAB project (involving NE Ambulance Service Foundation Trust, Stanegate Festival Committee, Stephen Carey Trust and Newbrough PC) in securing the Public Access Defibrillator for the parish. The Chairman thanked Cllr Hunter for his work and Cllr Smith for offering to site the defibrillator next to the Red Lion on the side wall of Archway House. It is planned to have training in the Red Lion on Monday evenings soon.

Following requests from residents and prolonged negotiations and much public input Newbrough finally has a bus shelter. It was funded by the JS Charlton Trust, NCC and Newbrough Parish Council. The building work was carried out by Warwick Bachelor Builders, gable-end stones inscribed by Gilbert Ward and slates and stone donated by the Bowman family. The Chairman stated that it is very attractive and well-constructed and a fitting memorial to Jack Charlton.

The Chairman was pleased to see that Newbrough river path had been restored thanks to the efforts of The Angling Club and the Fourstones riverside path will be repaired by the Tyne Rivers Trust.

He also thanked Cllr Newson for his input and advice on the consultation from Egger Forestry Ltd involving the Stonecroft Woodlands Estate and also the Newbrough and Fourstones Woodlands Estate. It is pleasing that these estates will be managed to the UK Forestry Standard. In particular the Council is very interested and certainly would support any stream improvement measures.

Looking to the future, the Council has two main projects in the offing - re-designing the War Memorial site and the footpath to St Peter's.

Members of the Council 2017-18

*Chairman: Mr Michael W Gibson, Vice Chairman: Mr IS Hunter
Mrs Jen Annan, Prof MD Newson, Mr HA Walton, Mrs KE Bell and Mr A Smith*