

# NEWBROUGH PARISH COUNCIL

## Minutes of the Annual Meeting of the Council held on 3<sup>rd</sup> May 2023

This meeting was held in the Town Hall, Cllr MW Gibson opened the meeting at 6.10 pm following the Annual Parish Assembly.

01-05-1 **Present** Cllrs MW Gibson (Chair), J Annan, HA Walton, **Also Present:** Clerk, R Macfarlane County Councillor NJ Morphet and two members of the public.

01-05-2 **Apologies** Cllr IS Hunter AR Smith, MD Newson and KE Bell.

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 signed the declaration of acceptance of office (LGA 1972 s83) and took the Chair.

The Chairman welcomed everyone to the meeting and thanked members of the Council for their support throughout the year.

01-05-4 **Election of Vice-Chairman** Cllr J Annan proposed **Cllr KE Bell** seconded by HA Walton and all agreed.

01-05-5 **Declaration of Interest** All councillors were reminded that the “Members’ and Co-opted Members’ Disclosable Pecuniary and Other Interests” forms should be regularly reviewed.

### 01-05-6 **Minutes**

The Minutes of the Meeting of Newbrough PC which was held on 1<sup>st</sup> March 2023 were approved by the Council then signed by the Chairman.

01-05-7 **Matters Arising** The vandalised seat next to the Whitebeam trees opposite the Red Lion has been removed. A replacement seat marking the occasion of the Coronation on HRH King Charles III will be situated behind the War Memorial. Clerk to report dumping of litter and waste behind Lowfield.

### 01-05-8 **Public First Focus**

This item was covered in the Annual Meeting of the Parish

### 01-05-9 **Communications**

Various e-mails and other correspondence including; CAN Newsletter, Nalc e-news, NCC Roadworks Information, Tynedale Hospice newsletter, Information Commissioner's Office Renewals Confirmation.

**Insurance Quotes** Information for the parish insurance were received from two insurers and Zurich Municipal. The latter being cheaper and also giving better cover.

## 01-05-10 **Roads and Footpaths**

### **Footpath Audit**

County Councillor Morphett has produced a footpaths audit of Charlton Place and Sidgate Cottages and Butt Bank (including small area of our neighbouring parish of Warden.)

## 01-05-11 **Reports**

### **Northumberland County Council**

A full report was given by County Councillor Morphet (footpaths, flooding, & meetings)

### **Sportsfield Association**

Cllr Walton provided the Council with an up-date. Wes has been actively applying for grant aid and has led ground improvements and maintenance. The season has started and Newbrough Cricket team has played its first game. Coaching has been organised and Tynedale CC have asked to use the facilities for some junior games.

### **Climate Change and Green Issues**

Next meeting of CANF is scheduled for 9<sup>th</sup> May.

## 01-05-12 **Audit**

### **Internal Audit**

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

### **External Audit to 31<sup>st</sup> March 2023**

Smaller Authorities External Audit Team, Mazars LLP, requirements are in line with Accounts and Audit (England) Regulations 2011 (Regulations 12-16) and the Audit Commission Act of 1998.

### **Annual Governance and Accountability Return for 2022/2023**

The Council received and noted the Annual Internal Audit Report.

Cllr Annan 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 draft Annual Accounts for 2022/2023, the Accounting Statement and Explanation of Variances and the Certificate of Exemption.

**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 13<sup>th</sup> June and will end on 22<sup>nd</sup> July. The Council will submit the annual return and supporting documentation presented at this meeting to PKF Littlejohn LLP by the agreed audit date of 1<sup>st</sup> July. Approval of Accounts should be no later than 1<sup>st</sup> July and Publication of Audited Accounts no later than 15<sup>th</sup> September 2023.

Certificate of Exemption was signed by Clerk/RFO and Chairman.

**Limited Assurance Exemption** As the Council's gross income or expenditure did not exceed £25,000 in the year of account ended 31<sup>st</sup> March 2023 the Council has applied for certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

01-05-13 **Northumberland County Council and Boundary Changes**  
**Northumberland Draft Recommendations for Rural West Northumberland as submitted to The Local Government Boundary Commission**

NCC propose changes to provide better electoral quality to Bellingham, and Rothbury divisions. (Both these will have a variance of 18% from the average for the county). The third division in the Rural West is Humshaugh and this has a variance of -10% and thus will have 10% fewer electors than a typical division by 2028.

Newbrough realise that as a consequence of the County's proposals for these other two divisions there will be an impact on the Humshaugh Ward which meets the Commission's criteria in terms of its community identity.

Whilst Newbrough Parish Council does not find it appropriate to comment on Bellingham and Rothbury it supports Northumberland County Council in proposing no change in the Humshaugh Ward.

01-05-14 **Council Vacancy**

Due to resignation of Councillor Hunter (3/5/23) there is a vacancy on the Council.

A notice has been posted informing the public that in order for a by-election to be held, 10 electors from the Parish, must make such a request in writing, within 14 days of the date of this notice, (not including Saturdays and Sundays and Dies Non), to the Returning Officer at County Hall.

If notice in writing is not forthcoming from 10 electors, then the existing Parish Council may then fill the vacancy by co-option.

01-05-15 **Planning**

TOWN & COUNTRY PLANNING ACT 1990 Town and Country Planning (Development Management Procedure) (England) Order 2015

**Planning Consultations;**

**23/00685/FUL** Lane House U8138 Newbrough Junction To B6318 Military Road Newbrough Northumberland NE47 5EA this application has been withdrawn and the property is for sale.

**23/00978/LBC** Proposal Listed Building Consent for timber garden sheds, greenhouse and former agricultural land brought into domestic garden use Location Morningside Newbrough NE47 5AR Applicant Mr I Donkin

02-09-16 **Royal Garden Party**

The King will give two Garden Parties at Buckingham Palace this year on Wednesday 3rd May and Tuesday 9th May to celebrate the Coronation. This year, the themes the palace wishes to promote are youth (young adults), community, diversity and sustainability.

Congratulations to the Council Chairman who has been selected to receive an invitation.

02-09-17 **The Pensions Regulator**

Automatic Enrolment. The re-declaration of compliance has been completed to inform the Pensions Regulator that the Council has no-one to put back into a pension scheme.

01-05-18 **Finances**

**Section 137 Expenditure:** Limit for 2022-23 of £8.41 per elector (numbering 462) Newbrough PC limit of expenditure is therefore £3,885.42

**Bank Accounts** 1<sup>st</sup> April 2023 BMM £18,464.91 Community £3,393.93

**Payments by** S/O Part Salary £306, HMRC £76.50, Meeting Room Rental £30, ICO £35

**Income** Precept £5,250 (vat reimbursement impending), Coronation Mugs (WPC) £364

**Payments Approved** Nalc Subscription £130.96, Council Insurance Zurich £257.60, S Davies Grass Cutting cheque Inv 10 £120, Expenses £30.10, Coronation Mugs Communicorps £728 (£145.60 VAT), Internal Audit £60, IONIS Website Inv 30738 £8.44

**Other 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.

01-05-19 **Review of Documents.**

The Council's Documents are published, in line with the Localism Act 2011, on the Council's website.

**Financial Regulations Documentation & Risk Management**

It was RESOLVED to continue insurance cover with Zurich Municipal.

**The Assets Register**

The current value is £14,926 (seat at Red Lion removed)

**Scheme of Delegation**

The scheme of delegation to be amended in the light of a Councillor resigning and a new Councillor co-opted.

01-05-20 **Date and Time of Next Meeting** - 7.00 pm, Wednesday 5<sup>th</sup> July 2023 (then 6<sup>th</sup> September). The Meeting was closed at 8.05 pm.

**NEWBROUGH PARISH COUNCIL**  
**Chairman's Annual Report 3<sup>rd</sup> May 2023**

The Chairman, Councillor Michael Gibson, noted that the Council has now met for one full year of “live” meetings since COVID times when they were held remotely (virtually), under the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Following those sad times, it was wonderful the way the parish marked Her Majesty The Queen's Platinum Jubilee in June 2022. We give praise and thanks to the various groups and members of the community who organised and participated in the celebrations and commemorations. However it was with great sadness when the Queen's death was announced to the public on 8th September. She died peacefully at Balmoral at the age of 96

Councillor Gibson acknowledged with gratitude the trust the Council has shown in electing him as Chairman and he thanked councillors Jen Annan, Iain Hunter, Hugh Walton, Karen Bell, Andy Smith and Malcolm Newson for their help and service to the council and the community.

Thanks also to the Clerk for his help and valuable advice. He thanked County Councillor Nick Morphett for his attendance at meetings and information he has given the Council.

Climate Action Newbrough-Fourstones (CANF) have been quite active and Cllr Newson and Cllr Morphett have attended meetings held throughout the year. The Storm Arwen review is finished and the County Council appears to be making progress with its Community Resilience Programme and has now released an Emergency Plan proforma for parish councils. On behalf of the Council, Cllr Newson has responded to the review and associated Scoping Report and also responded to the Northumberland National Parks Authority consultation. Cllr Newson provided the Council with copies of the Newbrough Parish Council Carbon Footprint Report, this was developed by the Centre for Sustainable Energy and the University of Exeter. It shows both “territorial” and “consumption” footprints.

There are still several flooding issues in the parish. The on the B6319 (the Stanegate) between the petrol station and Butt Bank is on-going. There are still drainage problems at the east end of Sidgate and the County Council and Northumbrian Water's will be making further investigations. The drainage problem at the dip in the Stanegate between Woodbine House and Dyke Row Cottage, has now been completed. The road hasn't flooded since the work was completed, but the situation will be monitored. There has been little progress with the drainage problem at the south end of Church Lane at Allerwash. There are still issues at the field entrance and the cundy beneath, and the Hemmel hasn't been unblocked yet.

Bus usage has now reached 80% of pre-pandemic levels and the region has been promised £163m (October or November) to improve services through the Bus Service Improvement Plan. However there has been complaints about the frequency of the evening service from Hexham to Newbrough.

It was with regret that the two Whitebeam trees opposite the Red Lion had to be removed. They were dying and posing a threat to public safety.

The Council received a number of Planning Consultations from Northumberland National Parks and Northumberland County Council. The Proposal of Extraction of sandstone at Prudham Quarry Newbrough was presented to the meeting of the Strategic Planning Committee held on 1<sup>st</sup> March and granted. This decision will not be called in by the Secretary of State.

Council had no objection to the application No: 21/01770/LBC Listed Building Consent Newbrough Park, and the Application Ref. No. 22/01006/LBC Newbrough Park Stanegate Road Through Newbrough NE47 5AR was permitted Friday 22 Jul 2022. The Planning Consultation 20/03237/FUL Proposal of Erection of agricultural workers dwelling and garage, Location Land North West Of Greyside Farm was granted permission. 21<sup>st</sup> October 2022.

*MW Gibson, 3 May 2023*