**Heddon on the Wall Parish Council**

Minutes of the Annual Meeting of the Heddon on the Wall Parish Council

On **Wednesday 15th May 2019 @ 18.30** in Heddon Library

 *Louise* Pringle

 Clerk to the Council

A warm welcome was given to Mr Keller attending his first meeting as a Parish Councillor

# AGENDA

1. **APPOINTMENT OF THE CHAIRMAN OF THE PARISH COUNCIL –** Mr Graham Pyle was proposed, seconded and appointed as chairman of the Parish Council.
2. **APPOINTMENT OF THE DEPUTY CHAIRMAN OF THE PARISH COUNCIL -** Mr Richard Adams was proposed, seconded and appointed as deputy chairman of the Parish Council.
3. **DECLARATIONS OF ACCEPTANCE OF OFFICE and Declarations of Interest** All declarations of office were signed and returned to the clerk. As it has not been done for two years all councillors were asked to update their declarations of interest.
4. **PRESENT & APOLOGIES FOR ABSENCE –** Mr Pyle (chair), Mr Adams, Mrs Thompson, Mrs Cruickshank, Mr Avery, Mr Keller. Clerk (Mrs Pringle). Apologies Councillor Jackson, Mr Stewart, Mr Young.
5. **APPOINTMENT OF COMMITTEE MEMBERS**
* **Planning Committee –** Mr Pyle, Mr Avery, Mr Adams, Mr Keller
* **Finance Committee –** Mr Pyle, Mr Young, Mr Stewart
1. **MINUTES OF THE MEETING HELD ON 10th APRIL 2019 –** Vote on resident amendment. The amendment suggested by the resident was agreed upon. LP to change all copies of minutes.
2. **MATTERS ARISING FROM THE MINUTES**

**LP to get remaining bank signatures and send in.** Ongoing

**LP to sort out right to cultivate agreement for Taberna Close -** Ongoing

**KP to get prices for painting the goal posts and sweeping the playing surface and also so prices for resurfacing the playing area as a long term development.** A price has been submitted for the short term works and will be looked at together with the long term price when received. **MK to get a price from his contacts for the MUGA**. It was agreed to get the surface swept and the hole filled in straightaway. **LP to arrange sweeping of the MUGA**

**KP to produce new lease for sign off by PC. - O**ngoing

**LP to change website again to show new councillors info -** Completed

**RY to seek a price for teak planks to improve the library bench -**Ongoing

**LP to send info to Mr Pyle for his public meeting presentation. LP to put up notices and add to website -** Completed

**KP to buy bin and arrange erection** **on Military Road.** MK to provide bin free of charge.

**LP to report The Dell signs -** Completed

**GP to investigate and have meetings with both football clubs –** Completed update to be given at the next meeting

**KP to get a price for Selman Park fence –** Completed and fence fixed due to H&S implications

**GP to inform HJFC of this decision at his meeting with them. Re shed -** Completed

**LP to write to the residents association re the Welfare Field. -** Completed

**LP to give these documents to the historical society -** Completed

**LP to report Tulip Mews decision to NCC. -** Completed

9) **ACCOUNTS**

Sign off April/May Accounts – accounts were agreed and signed off.

Sign off annual direct debits and regular payments and risk assessment. These documents were agreed and signed off.

10) **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2018/2019**

10.1 To consider and agree any actions arising from the report of the internal auditor. No action required

10.2 To approve the Annual Governance Statement (draft copy attached)

10.3 To approve the draft annual accounts for 2018/2019 (draft copy attached)

10.4 To approve the Accounting Statement and Explanation of Variances (draft copies attached)

All items in this section 10 were agreed and signed off.

11) **CORRESPONDENCE**

NCC – Speed limit Birks road to go down to 20mph due to horses. There were no objections to this proposition

NALC – Councillor Magazine LCR Review – It was decided not to re-new this subscription as the magazine has previously been provided free of charge.

NCC – weed policy for this year – **LP to pass on to NCC Heddon Banks and Military Rd which have not yet been weed killed. LP to send NCC letter to MK. LP to report weeds to ASOS.**

NCC – Northumberland day. It was agreed to support Mr Stewart with his flags and maybe see if we could do anything for next year due to late notice for this.

Resident – AGM Volunteering for Mem park etc. duties – All very keen to see this happen

Residents Association – Clean up completed and report – The association have cleaned up all the equipment in the welfare field and the council were thrilled with the job that had been done. They reported concerns about the safety of the tyre swing which was immediately replaced by the Parish Council and also everyone was surprised that no dog mess had been found in the field. There was also a report of birds sitting on the top of the sings and messing on the seats. Mr Adams reported a child friendly rubber anti perching strip. **KP to source anti perching strip and get a price for the Parish council.**

 Email – Free trees for community groups. This has been forwarded to next month.

 The meeting closed at 18.59

