

**Minutes of the annual meeting of Stamfordham Parish Council held in the Village Hall at 710pm on Thursday 17<sup>th</sup> May 2018**

**Those Present** Cllr Trevelyan, Chairman  
Cllrs Boylan, Wilson, Scratcherd, Bushby  
C Miller (Clerk), one member of the public

**1. Apologies for absence**

Cllr D Pitzpatrick, V Jones (Northumberland County Council)

**2. Election of Chairman of the Parish Council for the ensuing Municipal Year**

Cllr Boylan proposed Cllr Trevelyan as Chairman, Cllr Scratcherd seconded, all in agreement

**3. Election of Vice Chairman of the Parish Council for the ensuing Municipal Year**

Cllr Trevelyan proposed Cllr Fitzpatrick as Vice Chairman, Cllr Boylan seconded, all in agreement

**4. To confirm the Minutes of the meeting of the Parish Council held on 15<sup>th</sup> March 2018**

The minutes of the previous meeting held 15<sup>th</sup> March 2018 were accepted as a true record.

**5. Matters arising from the Minutes, not otherwise on the Agenda**

- No further information regarding public telephone box.
- Fence at Hawkwell was not the responsibility of parishioner Chairman had contacted, and information had since been received hardstanding for parking is planned for the area, however comments had been received regarding broken fencing on bridge, which has very sharp pieces of rusting wire, and comments also received about the road surface at the end of Jubilee House garden and bridge, which is in need of resurfacing. Clerk to report these issues to County Council.
- Cllr Sharp had resigned from the Parish Council.

**6. Planning Matters: Applications received** 18/01503/FUL: Mr R Windham, The Beeches, Hawkwell, oak frame single garage; 18/00725/COU: Land south west of four wynds, proposed change of use from multi-functional building back to residential dwelling **Applications approved:** 18/00204/FUL: Mr Talbot, Eachwick Lodge, alterations to rear of property; 18/01109/FUL: Dinning Farms Ltd, Land south west of bog plantation, Whitchester – construction of agricultural building. **Application withdrawn:** 17/01950/OUT: Mr W Brown-Swinburne, land north west of Stannerton House, North Side – outline application (some matters reserved) including access and layout, for the erection of 27 dwellings.

**7. Benches**

Commemoration request had been received with suggestion of funding a new bench to which a plaque could be attached, and it was agreed this could replace the one unrepairable bench, on which the plaque would be removed and placed on an alternative bench in the parish - Cllr Boylan to speak to family. Difficulty was being encountered in fixing benches with notice to be placed in communicator for volunteers to assist with repairs, and army to be contacted to see if they could assist.

**8. Financial Matters**

Expenditure Authorisation:

17.5.18	22211	Stam V Hall, rent	£12.50
17.5.18	22212	M J Knowles, play area grasscutting	£108.00

17.5.18	22213	Stam Communicator	£74.72
17.5.18	22214	County Council, additional grasscutting	£907.42
17.5.18	22215	MorpethNet, web-site annual hosting	£100
17.5.18	22216	Zurich Municipal, insurance premium	572.56
17.5.18	22217	HMRC, overclaim of VAT	1,375.24

Cllr Trevelyan had contacted contractor regarding grasscutting at play area and which would be actioned every three weeks. Parishioner remarked County Council charges for additional grasscutting appeared to be high. Piece of grass opposite garage of ongoing concern as to who is responsible for this. Clerk to contact County Cllr to state it would be appreciated when triple gangmowers are used, to request others come along to finish the job off at the same time, and to re-raise the issue of NCC cutting greens and verges within the rest of the village, apart from the area which they believe is Karbon Homes responsibility.

## 9. Review of Asset Register

Play area equipment had been added to Asset Register at a value of £24339, and remaining assets restated at their original price within the insurance policy - Asset Register total £46272.01.

## 10. Audit of Accounts year ending 31/3/18

### 10.1 To review the effectiveness of the system of internal control and consider the findings

It was agreed the current system of internal control was sufficient for the present needs of Stamfordham Parish Council

### 10.2 To consider and agree any actions arising from the report of the internal auditor

The internal auditor had noted VAT overclaim which clerk had confirmed would be repaid.

### 10.3 To approve the Governance Statement

Cllr Boylan proposed and Cllr Scratcherd seconded approval of the governance statement, all in agreement.

### 10.4 To approve the draft annual accounts for 2017/2018

Cllr Boylan proposed and Cllr Trevelyan seconded approval of the draft annual accounts for 2017/2018.

### 10.5 To approve the Accounting Statement and explanation of variances

Cllr Boylan proposed and Cllr Scratcherd seconded approval of the accounting statement and explanation of variances.

## 11. County Councillor's Report

County Cllr not present.

**12. Correspondence:** Northumberland County Council: Love Northumberland Awards 2018; recycling; weed control; road hierarchy

### **13 Speeding traffic concerns through Harlow Hill/installation of interactive speed camera**

Further to report of interactive speed sign near to village hall being out of order, the equipment and responsibilities have fallen to Northumbria Safer Roads Initiative, who look after the fixed camera sites. Unfortunately there are no resources to rotate, remove, replace or repair the existing equipment. Discussion with the police has been ongoing for a year or more to release money to deal with the issue, however there is no prospect of a quick resolution, however it is advised to reassess if there is still a speeding problem and if these signs are the correct solution, to look into the possibility of PC repairing the equipment, or replacing it with PC and/or County Cllr funds. The cost of one piece of equipment would be £2950 plus VAT and £500 for the four year warranty, with the PC not being in a position to afford this. Resident had also made comment about speeding vehicles at Bridge end, 30mph signage could be moved, however it was not thought this would assist the problem. 20mph restriction at school had been planned, however there was irresponsible parking in this area at certain times.

### **14 To receive/discuss information relating to General Data Protection Regulations (GDPR)**

Action Plan to be implemented/Councillors made aware the law is changing, with Clerk to progress implementation of consent forms, policies and notices. A data audit had been carried out to determine the type of personal information held, and a retention and disposal policy would be adopted. It was believed a Parish Council would not now need to appoint a Data Protection Officer.

### **15 Other business admitted by the Chairman as urgent**

- Complaint had been received about car parking article placed in communicator. Parking at an angle on North side a problem due to the number of cars per household. Meshing under grass had been looked into, but too expensive for the Parish Council to fund.
- Complaint from a parishioner had been received about a streetlight outside of The Oval and who had contacted County Council. Widdrington Drive also of concern, with an area for a planned light which would have meant digging the whole road and pavement up, however County Council had ultimately decided not to action this. It was agreed Parish Council have concerns additional streetlights are being installed without any consultation, Clerk to contact County Council.
- Potholes filled at Limestone Lane, however the whole road is in need of resurfacing.
- Cycling events problematic with cyclists changing wheels and dress without any consideration for residents. South Side used as a slip road when Cyclone event held, however mayhem occurs which could result in a collision. There is a 12 acre field available for parking and person's are aware of this. Problems also with litter, and support cars not abiding by the speed limit. Cllr Wilson to contact organiser of cyclone event regarding the parking issue.
- It was appreciated why permission had been granted for tree works at 2 Grange Road, however it was not understood why the applicant had said the tree belonged to them, with NCC advising it was not NCC owned and belonged to a farmer at Capheaton. NCC had not contacted the PC, having admitted who they knew the owner was, and granted permission without written authorisation from the landowner, and had confirmed if a tree grows in the boundary line of a property, then the tree will belong to who owns that boundary fence, wall or hedgeline, and in this particular instance, permission would therefore only need to be sought from the local authority planning department, as the tree grows within the local conservation area. Clerk to seek further advice as to possibility of placing TPO's on all trees within the village.

### **16 To confirm the date of the next meeting**

The next date of Stamfordham Parish Council will be held on 19<sup>th</sup> July 2018 commencing 730pm in Stamfordham Village Hall. The meeting closed at 820pm.