**Stamfordham Parish Council**

**Minutes of the annual meeting of the Parish Council held on Thursday 16th May 2024 commencing at 720pm in Stamfordham Village Hall**

**Those Present:** Cllr L Boylan (Chair), Cllr T Merridew, Cllr C Reynolds, Cllr S Parker, Cllr D Hutt, Cllr R Williams,

Cllr M Lloyd, C Miller (Clerk)

**2024/01 Apologies for absence**

County Cllr V Jones

**2024/02 Election of Chairman**

Cllr L Boylan proposed and seconded as Chairman and duly elected.

**2024/03 Election of Vice Chairman**

Cllr C Reynolds proposed and seconded as Vice Chairman and duly elected.

**2024/04 Co-option vacancy**

**RESOLVED:**

Members co-opted Morgan Lloyd to the council.

**2024/05 To confirm the Minutes of the meeting of the Parish Council held on Thursday 21st March 2024**

**RESOLVED:**

Members agreed the minutes of the previous meeting held on Thursday 21st March 2024 be accepted as a true record.

**2024/06 Meeting with Sean Wilkinson to discuss minibuses**

Sean Wilkinson advised a spare vehicle is required for every school contract, hence why the bus is permanently parked in the school layby. The County Council contract indicated the area could be used for parking and they have no issue with the arrangement. An alternative space was being sought, however there did not appear to be anywhere suitable.

Cllr C Reynolds suggested the Plough car park could be an option, however Sean had enquired about this.

Mini bus representatives left the meeting.

**2024/07 Planning Matters**

**2024/07/01 Planning Applications received:**

* 24/00911/LBC: Heugh House, Heugh – Listed Building Consent, replace three windows - planning application with drawn
* 24/01056/VARYCO: Silver Hill House, Dalton – Variation on condition 2 on 23/03200/FUL in order to make amendments to the external elevations – permission granted
* 24/00695/CCD: Stamfordham Primary School – replacement of UPVC/timber window and door units with new aluminium frame powder coated units – Parish Council had no objections
* 24/01450/VARYCO: Orana, Hawkwell, Variation of Condition 2 on 21/03473/FUL in order to reduce the number of openings and marginally amend their placement – Parish Council had no objections

**2024/07/02 Planning Application approved:**

* 24/00438/LBC: 4 Grange Road, Brickwork Pointing
* 24/00135/FUL: Land North of Chatsworth and Holmfoot, Bridge End – Change of use of agricultural land to residential garden land, proposed boundary fence and re-position of oil tank
* 23/03549/FUL: Retrospective (amended description) – Enlargement of existing annex and change of use to holiday let

**2024/08 Financial Matters**

**2024/08/01 Payments to authorise**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PAYABLE TO** | **DETAIL** | **NET** | **VAT** | **GROSS** |
| Zurich Municipal | Annual insurance policy | £477 | NIL | £477 |
| Mijan Ltd | Easy PC Accounts, annual subscription | £60 | NIL | £60 |
| Northumberland Association of Local Councils | Annual subscription | £220.21 | NIL | £220.21 |
| Stamfordham Village Hall | Meeting room hire 21/3/24  Meeting room hire 2/5/24 | £30  £30 | NIL  NIL | £30 |

**RESOLVED:**

Members approved the payments.

**2024/08/02 Deposit Account. Members to review current arrangements.**

**RESOLVED:**

**RESOLVED:**

Funds from N&SI account to be withdrawn.

Clerk to apply for Lloyds Instant Access account.

**2024/09 County Councillor Report**

Interactive speed indicators to be installed shortly. Resident had mentioned Village Hall railing repairs at Pop up café which County Cllr could financially support. Resident from Eachwick had requested road surfacing, which could be added to Local Transport Plan.

**2024/10 Neighbourhood Plan**

**2024/10/01 Confirmation of Working Group membership**

Parish Cllrs and landowners had agreed to sit on Working/Steering Group. Informal meeting scheduled 21/5/24. An independent Chair and paid Secretary required. Formal meeting to be held July 2024.

**2024/11 Climate Change**

**2024/11/01 Bike track repair station. Members are asked to consider quotation(s) for possible bike repair station**

Quotations not yet received.

**RESOLVED:**

Cllr S Parker to research funding streams.

**2024/12 Parish Maintenance and related issues**

**2024/12/01 Members to discuss issues relating to Bay Horse**

Chimney becoming increasingly unstable/dangerous.

**RESOLVED:**

Cllr L Boylan to speak to County Cllr.

**2024/12/02 Audit of parish footpaths. Members to receive update.**

Cllr S Parker to continue audit of parish footpaths. A centrally kept decent laptop to retain maps should be purchased.

**RESOLVED:**

Cllr D Hutt to prepare costings.

**2024/12/03 Members to discuss problems with Japanese knotweed**

No obvious problems at the present time.

**RESOLVED:**

Cllr D Hutt to carry out inspection.

Gardening contractor to be asked to assist with any removal.

**2024/12/04 Members to discuss problems with garden rubbish being dumped into Howe Burn**

Problem had been reported to Environment Agency.

**2024/12/05 Members to discuss Footpath to playing field/associated costs**

Three quotations required, with one price imminent.

**2024/12/06 Black and white Stamfordham signage. Members are asked to consider professional report on current state of signage**

Contractor had looked at signage and advised one post needs attention, backboard could be removed or replaced with plastic, signage would benefit from being shot blasted and repainted.

**RESOLVED:**

Cllr C Reynolds to request quote for improvement works.

**2024/12/08 Members to report any tree matters**

No matters to discuss.

**2024/12/09 Members to discuss parking issues within the parish**

Additional parking required in Stamfordham village. There were ongoing problems with cars blocking access roads. Parking to be considered under Neighbourhood Plan.

**RESOLVED:**

Cllr L Boylan to contact County Council Highways.

**2024/12/10 Matters to consider issues raised via Community breakfast.**

Electric charging point at the hall car park considered, which may encourage use of the village hall. A community car share could be set up, but would be costly. B.T. had advised about the government digital switchover 2025, and organised holding drop in information sessions in Ponteland, Morpeth and Hexham. Community energy schemes to be discussed under Neighbourhood Plan. Potholes on Dark Lane had been actioned. Request for speed limit on Dark Lane not considered a matter the Parish Council could further. Request for Parish Council to look into amending regulations relating to permitting the use of double glazing in conservation area could not be actioned, as national policy cannot be changed. Request for a tree surgeon to prune dead tree limbs due to boughs falling during stormy weather the responsibility of County Council/landowner.

**2024/12/11 Members to discuss quarrying activity, kiln field**

Cllr L Boylan had contacted County Council Minerals and Waste Compliance Department who would investigate the report.

**2024/12/12 Community Litter Pick. Members are asked to consider organising a community litter pick via** [**Great British Spring Clean | Keep Britain Tidy**](https://www.keepbritaintidy.org/get-involved/support-our-campaigns/great-british-spring-clean)

Resident had suggested the Parish Council organise a community litter pick. However litter problems are on roadside verges, which would lead to Health & Safety issues for volunteers. The school were encouraging children to carry out litter picking safely within the village.

**RESOLVED:**

Cllr Morgan to inform resident the Parish Council could not be involved due to Health & Safety issues.

**2024/13 Audit of Accounts year ending 31/3/24**

**2024/13/01 Members to consider and agree any matters arising from the report of the internal auditor**

There were no matters arising from the report of the internal auditor.

**2024/13/02 Members to approve the Governance Statement**

**RESOLVED:**

Members approved the Governance Statement

**2024/13/03 Members to approve the draft annual accounts year ending 31/3/24**

**RESOLVED:**

Members approved the draft annual accounts year ending 31/3/24.

**2024/13/04 Members to approve the accounting statements and explanation of variances**

**RESOLVED:**

Members approved the accounting statements and explanation of variances.

**2024/13/05 Members to approve the exemption certificate**

**RESOLVED:**

Members approved the exemption certificate.

**2024/13/06 Members to approve the public right of inspection dates 3rd June until 12th July 2024**

**RESOLVED:**

Members approved the public right of inspection dates 3rd June until 12th July 2024.

**2024/14 Resilience Plan – Generator Point. Members to receive update.**

Northern Powergrid advised electrics have to be phase 3.

**2024/15 Urgent business/items for next agenda**

Cllr L Boylan confirmed as Parish Council Widdrington Trust representative.

**2024/16 To confirm the date of the next meeting**

The next meeting of Stamfordham Parish Council will be held on Thursday 18th July 2024 commencing 730pm in Stamfordham Village Hall.

Clerk signatory


Claire Miller, Clerk/RFO

The meeting closed at 920pm