

Stamfordham Parish Council

Minutes of the annual meeting of the Parish Council held on Thursday 15th May 2025 commencing at 730pm in Stamfordham Village Hall

Those Present: Cllr L Boylan (Chairman), Cllr S Parker, Cllr C Reynolds, Cllr T Merridew, Cllr R Williams, Cllr M Lloyd, Cllr J Turner

In Attendance: C Miller (Clerk), V Jones (County Cllr)

2025/37 Apologies for absence

All members were present.

2025/38 Election of Chairman

Cllr Boylan proposed and seconded and duly elected as Chairman.

2025/39 Election of Vice Chairman

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

2025/40 To receive Declarations of Acceptance of Office

Declarations of Acceptance of Office received.

2025/41 Declaration of Members Interests

There were no Declaration of Members Interests.

2025/42 Co-Option Vacancies

Further to the uncontested election there were three co-option vacancies. Two applicants were in attendance.

RESOLVED:

Members resolved to co-opt Richard Williams and Julian Turner

2025/43 Members to confirm the Minutes of the meeting of the Parish Council held on Thursday 20th March 2025

RESOLVED:

Members agreed that the minutes of the previous meeting held on Thursday 20th March 2025 were a true record.

2025/44 Public Questions

There were no public questions.

2025/45 Planning Matters

2025/45/01 Planning Applications received. Members to consider applications.

- 25/01519/FUL: 4 Bridge End - Two-storey rear extension, including two dormer windows and a central gable. Existing porch to be removed/replaced with new steps and canopy. Non-original window to be removed/blocked up with stonework to match existing. Fenestration of existing windows to be updated. Internal reconfiguration – Parish Council had no objections.
- 25/01453/FUL: Improvements to existing vehicle access and creation of new driveway to serve Hawkwell Grange Cottage – Parish Council had no objections.

2025/45/02 Planning Application permitted. Members to note approvals.

- 25/00707/PRUTPO: TPO – Hawkwell Close

2025/45/03 Planning Application NO 23/03549/FUL, Annexe at Harlow Hill. Members to receive update on Stage 2 Complaint response

Complaint had been passed to ombudsman.

2025/45/04 Neighbourhood Plan.

1. Members to receive update from Working/Steering Group

Nothing to report.

2. Members to receive update on purchase of I.T. equipment to aid Neighbourhood Plan

Nothing to report.

2025/46 Financial Matters

2024/46/01 Payments. Members to authorise the following payments

PAYABLE TO	DETAIL	NET	VAT	GROSS
CJ Performance Cycles	Bike repair station (Retrospective) BACS 22.3.25	£1416.66	£283.33	£1699.99
HMRC	PAYE (Retrospective) Direct Debit 25.4.25	£157.74	NIL	
Zurich Insurance	Annual insurance premium	£477.00	NIL	
Northumberland Association of Local Councils	Annual subscription	£230.46	NIL	
Mijan	Accounts software annual subscription	£60.00	NIL	

RESOLVED:

Members approved the payments.

2025/47 County Councillor Report

- First Council meeting of the four year term next week.
- County Cllr capital funding available at £15K / per year. Dropped kerbs could be funded via this.
- Community chest funding can be accessed by community groups.

- County Council had funded measures to tackle speeding vehicles, although rumble strips could be an option. The speeding issues were a police matter, and instances need to be reported to Northumbria Police. Community speedwatch volunteers should be sought to carry out monitoring in the parish.
- County Cllr to request speed monitoring strips.

2025/48 Climate Change

2025/48/01 Bike track repair station. Members to receive update on installation.

Bike track repair station had been installed. Item to be removed from agenda.

2025/49 Parish Maintenance and related issues

2025/49/01 Bay horse. Members to consider Health & Safety issues

As the property is for sale the County Council cannot repair the building. County Councillor to speak to Public Protection Department at County Hall.

2025/49/02 Parish footpaths. Members to receive update

Cllr Lloyd had carried out strimming and recommended weed killing, however COSHH / risk assessments would be required. Grasscutter contractor could be asked to action.

2025/49/03 Possible footpath to playing field. Members to consider costs

Chairman had spoken to several landscaping contractors who were to provide quotes for creation of footpath.

2025/49/04 Parish Signage. Members to receive update on repairs.

Signage to be removed and repaired. Quote to be sought from contractor for signage at Bridge End.

2025/49/05 Parking within the parish. Members to consider issues

Chairman had discussed parking problems with Northumbria Police.

2025/49/06 Play area maintenance. Members to consider issues

Members to consider quotation for cleansing / minor repairs to play area.

Quote had been received from Kompan at the cost of £1921.88 nett for minor repairs / power wash at the play area.

Kompan offered a maintenance package @ £1400 / year – which would cover three checks and RPI inspection at the play area.

RESOLVED:

- 1.Members accepted the quotation from Kompan for £1921.88, due to the specialist nature of the work.
- 2.Cllr Morgan to enquire whether the maintenance package cost could be reduced.

2025/50 Noticeboards

Members to consider request for noticeboard at Harlow Hill.

A structure could be placed near to the postbox which would require permission from County Council Highways.

RESOLVED:

- 1.Quote from local contractor to be sought.

2. Plan / dimensions to be submitted to County Council Highways.

2025/51 Audit of Accounts year ending 31/3/25

2025/51/01 Members to consider and agree any matters arising from the report of the internal auditor

There were no matters arising from the internal audit report.

2025/51/02 Members to approve the Governance Statement

RESOLVED:

Members approved the Governance Statement.

2025/51/03 Members to approve the draft annual accounts year ending 31/3/25

RESOLVED:

Members approved the draft annual accounts year ending 31/3/25.

2025/51/04 Members to approve the accounting statements and explanation of variances

RESOLVED

Members approved the accounting statements and explanation of variances.

2025/51/05 Members to approve the exemption certificate

RESOLVED:

Members approved the exemption certificate.

2025/51/06 Members to approve the public right of inspection dates 2nd June until 11th July 2025

RESOLVED:

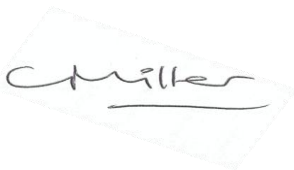
Members approved the public right of inspection date 2nd June until 11th July 2025.

2025/52 Urgent business/items for next agenda

Concern raised with County Cllr over barn conversion in Medburn.

2025/53 To confirm the date of the next meeting

The next meeting of Stamfordham Parish Council will be held on Thursday 17th July 2025 commencing 730pm in Stamfordham Village Hall.

A handwritten signature in black ink, appearing to read 'C Miller', is written over a faint, rectangular stamp that contains the text 'Stamfordham Parish Council'.

Claire Miller, Clerk/RFO

The meeting closed at 835pm

DRAFT