Minutes of meeting of Kirkwhelpington Parish Council held at the Memorial Hall Kirkwhelpington on the 1st day of March 2016 at 7.30pm. **PLEASE NOTE MINUTES ARE DRAFT UNTIL APPROVED AT NEXT PARISH COUNCIL MEETING.**

**Those Present:** Cllr R Thornton (Chairman), Cllr E Rogerson, Cllr P Senior, Cllr J Brown, Cllr E Purves

 C Miller (Clerk)

**2016/14 Apologies for Absence**

Cllr K Fortune, Cllr J Riddle (Northumberland County Council)

**2016/15 Declarations of Interest**

There were no Declarations of Interest.

**2016/16 Minutes of meeting held 12th January 2016**

The minutes of the previous meeting were agreed as a true record, after minor amendment.

**2016/17 Matters arising from meeting held 12th January 2016**

* Lime tree in village had been inspected by gardeners, with trimming of low branches advised, which they had offered to carry out free of charge, however if further works required, a cost to the PC would ensue and permission from County Council, which would take approximately 6 weeks. Discussion followed regarding extent of works required, and it was agreed gardeners should action parts of tree they could reach with their extended saw, negating the need for NCC permission. Cllr R Thornton to confirm with gardeners.
* Northumberland County Council had confirmed drainage works required on Kirkwhelpington to Wallington road reported after last meeting had been cleared, and report of corrosion on road had been passed to Highways Department.
* ISOS to contact structural engineer and request drawing for new retaining wall between 7-11 Meadowlands. However the fence between Meadowlands and Eastlands cannot be removed as the wall is over 600mm high and a health and safety risk, however it would be repaired or replaced in line with wall replacement. Clerk to reply and state it is the fence on the east side of Meadowlands the PC had requested removal of, not the fence on top of the wall, and believe wall problems could be as a result of drainage issues.
* Community Foundation had contacted clerk regarding funding application, to request minor additional information and they would be meeting in the near future to deliberate the application.
* Training had been carried out for defibrillator use.

**2016/18 Youth Club**

Club would not be running in March 2016.

**2016/19 Correspondence**

* NCC – Local Development Framework – key issues had arisen from consultation on the Pre-Submission Draft Core Strategy and further consultation stage is now required, with final plan to be adopted Summer 2017.
* NCC – notice of Street Lighting refurbishment throughout Northumberland
* Ray Wind Farm Community Benefit Fund – requesting PC representation to sit on Steering Group, and a further member of the parish to sit on the interview panel for the steering group. Cllr A Purves nominated Cllr R Thornton as a member of the Steering Group, Cllr E Rogerson seconded, carried. It was agreed to ask for clarification on the second nomination, ie, how much time would be required from the representative.

**2016/20 Finance**

**2016/20/01 Bank Balance:** £2961.37

**2016/20/02 The following invoices were authorised**

* Kirkwhelpington Memorial Hall - £255.50

**2016/20/03 Future of Pantomime**

It was agreed not to organise a pantomime for 2016, Clerk to contact Stage and Production Company

**2016/20/04 Other financial matters**

None.

**2016/21 Planning Matters**

**2016/21/01 Planning Applications:**

None received.

**2016/21/02 Approval of Planning Application:**

None received.

**2016/21/03 Any Other Planning Matters**

Footpaths for proposals at Eastlands discussed, which seemed to suggest the issue had not been looked at closely enough.

**2016/22 Play Ground**

Swing had not yet been installed.

**2016/23 Annual Review of Risk Assessment/Effectiveness of Internal Audit**

Annual review of Risk Assessment/Effectiveness of Internal Audit carried out and it was agreed it was sufficient for the present needs of Kirkwhelpington Parish Council.

**2016/24 Urgent Business**

* Cllr P Senior wished to raise the matter of £1.58 weekly service charge for grass cutting/maintenance of shrubs and trees that ISOS were to implement, even though they do not carry out any grounds maintenance within Kirkwhelpington, which the Parish Council actions. It was agreed Clerk would contact ISOS detailing concerns the Parish Council had received from parishoners regarding the service charge, and pointing out the Parish Council carry out this service and residents are therefore already charged through their precept.
* Flooding on A696 problematic, with every drain between Kirkwhelpington and Ponteland being blocked, with problems also at Holly Burn, Clerk to contact Northumberland County Council.
* Inconsiderate parking within the village reported, particularly in vicinity of Memorial Hall, and it was agreed to place an article in Chimes newsletter stating the Parish Council are concerned with the erratic and inconsiderate parking within the village and it had been brought to the Parish Council’s attention that if there was an incident, access for emergency services would be severely hampered. It was also agreed a disabled parking space outside of the Memorial Hall would be beneficial, and Clerk would contact Northumberland County Council and make a request.
* Queen’s forthcoming 90th birthday discussed, with several parishioners asking if there were any plans to celebrate, however the Parish Council had no plans to celebrate this.
* Numerous wagons travelling due to Ray Wind Farm construction, and it had been thought access would be on main road then through their own site, however this not occurring and it was agreed Cllr R Thornton would contact Wind Farm company to discuss this. It was also agreed Clerk would contact County Council and ask if roads would be reinstated after works completed.

**2016/25 Information Items**

* Northumberland County Council – Resident’s Festival
* Northumberland & Newcastle Society – City and County newsletter
* CPRE - newsletter

**2016/26 Date of next Meeting**

The next meeting of Kirkwhelpington Parish Council will be held on Tuesday 3rd May 2016 commencing 730pm in Kirkwhelpington Memorial Hall. It was agreed Cllr R Thornton would contact Kitty Anderson to ask if a presentation regarding Capability Brown would be possible for the Annual Parish Meeting.