**Minutes of meeting of Kirkwhelpington Parish Council held at the Memorial Hall, Kirkwhelpington on Tuesday 7th November 2017 at 7.30pm**

**Those Present** R Thornton (Chairman), E Rogerson, J Brown, A Purves, K Fortune C Miller (Clerk), two members of the public, County Cllr J Riddle (part of meeting)

**2017/77 Apologies for Absence**

P Senior

**2017/78 Declarations of Interest**

E Rogerson declared an interest in grasscutting; A Purves declared in interest in overhanging trees.

**2017/79 Public questions**

None.

**2017/80 Minutes of previous meeting**

The minutes of the previous meeting held on Tuesday 5th September 2017 were agreed as a true record.

**2017/81 Matters arising from previous meeting**

* **Meadowlands Wall:** Contractor had surveyed land with no drains evident, and is to create plan to install drainage either side of playing field. The collapsed wall had been confirmed as not being retaining and retaining wall would be required. Area approximately 35 yards and panels may be an option then face up with brick or pebble dash., and a lower wall with embankment had been advised. Residents have concerns regarding problems if adverse weather conditions occur. R Thornton to request quote for retaining wall.
* **Overhanging Trees:** Report had been carried out with no concerns noted, PCC wished to carry out their own report with second opinion stating permission could be applied for a few branches to be removed, however with church running at a loss, person requesting the works was asked if they wished to make a contribution, and who had suggested the owner of the property be approached, which had been done and response awaited.
* **Sulphur Well:** County Council had carried out improvement works, overhanging tree branch had been reported at bottom of Pearson’s bank, south exit of the village, but not actioned – clerk to re-report.
* **Seats:** Work in progress
* **A696 flooding:** acknowledgement received – Clerk to contact County Cllr Glen Sanderson regarding area of road from village to Dene House North Side Crossroads.
* **Slow sign request Walk Mill Road –** acknowledgement received 101004653486, County Council had carried out site visit further to erosion being reported. Clerk to contact T Derbyshire County Council for any update.

**2017/82 Youth Club**

Nothing to report.

**2017/83 Correspondence**

* Northumberland County Council – Bus timetables – requesting the Parish Council become responsible for replacing bus timetables in bus stops, it was agreed these could be displayed in noticeboard and Post Office, Clerk to confirm with County Council.
* Northumberland County Council – consultation on Northumberland Area Special Education Needs School Place Planning Strategy.
* Heating Oil Club – scheme to purchase oil in bulk from local suppliers which should lead to lower costs and of benefit to the environment.

**2017/84 Finance**

**2017/84/01 Bank Balance:** £10262.02 as at 31/10/17

**2017/84/02 The following invoices were authorised for payment:**

* Kirkwhelpington Memorial Hall – W/C maintenance - £255.50; maintenance grant - £500 and rent of hall - £90
* C Miller – September, October salary and expenses - £255.95
* HMRC - PAYE on above - £54..40
* BDO – external audit fee - £120.00
* R Nevin – gardening - £990.00
* K Rogerson – gardening - £866.25 – grasscutting equipment to be booked in for service and confirmation to be sought whether this is required on a yearly basis.
* S Hofmann – reimbursement of fireworks - £300 with £419.27 taken on the night and paid into bank account.

**2017/84/03 Grant applications received from Community Action Northumberland, Core Music Hexham and Tynedale Hospice**

Due to anticipated works regarding Meadowlands Wall, no grant applications could be given.

**2017/84/04 To discuss/agree precept 2018 – 2019**

Draft one budget figures 2019-2019 had been circulated to all, and precept amount would be confirmed at January 2018 meeting when costs for wall would be clearer.

**2017/84/05 Audit of Accounts year ending 31/3/17**

BDO external auditor had recommended the asset register be updated to include date acquired, purchase cost and location held – future equipment and existing play area equipment to be listed with date and purchase cost.

**2017/85 Planning Matters**

**2017/85/01 Planning Applications received**

Application for Summerhouse at Old School House - no objections.

**2017/85/02 Approval of Planning Application**

None received.

**2017/86 Play Ground**

Debris removal ongoing.

**2017/87 Ray Fell Wind Farm/Community Interest Company**

Slight conflict between group and Vatenfall representative; CIC wish money to be spent to the benefit of people within 10km radius from the wind farm, with extensive requirements/regulations subsequently stipulated by Vatenfall.

**2017/88 Adoption of Parish Council Standing Orders/Grievance Policy**

E Rogerson proposed and A Purves seconded that the documents were acceptable for the current requirements of Kirkwhelpington Parish Council, all in agreement.

**2017/89 Clerk Contract**

Chairman had reviewed updated Clerk Contract which was signed by Clerk and Chairman at tonight’s meeting.

**2017/90 Bonfire Night Celebrations**

Very successful evening with profit made. Sue Hofmann had advised this would be the last year herself and Dieter would be organising the annual bonfire night celebrations. Letter of thanks to be sent to Sue and Dieter. It was agreed to thank the Hofmann’s in Church Chimes and advertise for future volunteers. Local Young Farmer’s organisation may be interested in assisting. There would also be an issue in purchasing future fireworks as the current supplier had ceased business. Suggestion Hexham Courant be contacted regarding thank you article, E Rogerson to contact press.

**2017/91 Urgent Business**

* State of road at Knowesgate crossroads on East side of junction of concern, with potholes evident – Clerk to report to K Westerby County Council.
* White lines on road at Cornhills non existent, from farm to junction at Ferneyrigg – Clerk to report to K Westerby County Council.
* Previous works planned for Knowesgate had never been actioned – Clerk to contact N Snowdon, County Council for update.
* J Riddle stated Section 106 monies may be available for wall repair.

**2017/92 Information Items**

None.

**2017/93 Date of next Meeting**

The next meeting of Kirkwhelpington Parish Council will be held on Tuesday 9th January 2018 commencing 730pm in Krkwhelpington Memorial Hall.

**PART TWO: PRIVATE SESSION**

**2017/93 To agree grasscutting pay rates 2017**

It was agreed a rate of £8.75/hour would be the rate payable 2018-2019. K Rogerson to retire from grasscutting duties, with replacement required

Claire Miller

Parish Clerk

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