**Minutes of electronic meeting of Kirkwhelpington Parish Council held at 730pm on Tuesday 7th July 2020**

**Those Present:** R Thornton, (Chairman), A Purves, M Neale, K Fortune, C Miller (Clerk)

R Thornton wished it to be minuted that retired Parish Councillor Isaac Elliot had sadly passed away since the previous meeting, and his contribution to the parish had been much appreciated.

**2020/29 Apologies for Absence**

E Rogerson, P Senior

**2020/30 Declarations of Interest**

There were no Declaration of Members Interests.

**2020/31 Public questions**

E Rogerson had received verbal concerns from a parishioner about the Eastlands development and the parishioner had been asked to put these in writing to the Parish Council. It was agreed the site was being kept in a satisfactory condition, however on the set up plan there is space indicated for contractor’s to park and which could cause issues in the future.

**2020/32 Minutes of previous meeting held Tuesday 3rd March 2020**

The minutes of the previous meeting held on Tuesday 3rd March 2020 were accepted as a true record.

**2020/33 Matters arising from previous meeting held Tuesday 3rd March 2020**

* **Seat repair:** Seat had been scrapped and recyclable seating would be preferable. There was also a further seat in disrepair within the parish and it was agreed to purchase three new recyclable seats and remove the damaged structures – R Thornton to arrange trailer to remove.
* **Play area/playing field fence; to receive ROSPA annual inspection report; to consider re-opening play area and risks associated with Covid-19:** Annual ROSPA play area inspection report had indicated old goalposts should be removed, which would be actioned and new posts put in place. Further to information from the County Council, at the present time the play area would remain closed due to onerous cleansing requirements, and new laminated signage stating it was still closed would be erected.
* **To consider purchasing reflective posts for bus shelter end of village:** Suggestion had been received for reflective posts to be placed on main entrance to village, however the junction was well signposted and posts were not felt necessary.
* **B4RN rural broadband:** The project was well supported. M Neale, as a resident, had contacted B4RN and the Eastland developers to try and ensure broadband infrastructure was in place for the 17 houses being built. Wayleave permission required from landowners, with several not willing to communicate by Zoom which is leading to delays.
* **Flooding at Hollyburn and A696:** Problem would likely reoccur in Autumnal weather.
* **Knowesgate traffic control:** County Cllr Riddle was to look into improvements at Knowesgate, and Clerk would ask for a progress report.
* **Overhanging hedges:** Only part of the hedge had been cut back at Rose Cottage, and A Purves would speak to the householder to request further pruning.
* **Grasscutting schedule of works/servicing of equipment:** Mower had broken down which seemed to be down to an oil leak at the rear of the engine and which had occurred previously whilst machinery under warranty.

P Senior had been temporarily assisting with grasscutting duties.

* **Fence at Eastlands and the Croft:** K Fortune and P Senior had carried out site visit and ten posts and rails were required for fence repair - M Neale could also assist with this work.
* **Tree works at entrance to Meadowlands car park:** Debris was to be removed last year as it could impair visibility and contractor was to cut branches down to the trunk to clear the brash - maintenance to be combined with works to remove damaged seating.
* **Snow clearance/gritting Freedom of Information request:** County Council had supplied operational records and timings for the period leading up to 24th February 2020 regarding snow clearance and gritting services carried out on A696 from Otterburn to Ponteland, but it appeared to be a tick box exercise. A planning application for a salt store at Otterburn had been submitted, which could lead to improvements in Winter weather road conditions.

**2020/34 Correspondence**

City & County newsletter.

**2020/35 Finance**

**2020/35/01 Bank Balance**: £16118.15 as at 30/06/20

**2020/35/02 The following payments have been approved since the last meeting:**

* Kirkwhelpington Memorial Hall – W/C maintenance - £255.50;
* C Miller – March, April salary and expenses – £240.71
* HMRC - PAYE on above - £57.20
* Robson & Cowan – Fuel for grasscutting - £36.60
* NALC – annual subscription - £95.86
* Came & Company – annual insurance policy - £679.83

It was resolved to approve payments.

**2020/35/03 The following payments are to be authorised:**

* Kirkwhelpington Memorial Hall – W/C maintenance - £255.50
* Robson & Cowan – fuel - £52.20; grasscutting consumables - £37.98
* C Miller – May, June salary – £228.80
* HMRC – PAYE on above - £57.20
* ROSPA – play area inspection - £107.40
* Northumberland Estates – Rent for village green - £10.00

It was resolved to approve payments.

**2020/35/04 To approve quotation for works near to play area to alleviate trip hazard**

K Fortune declared an interest. Quotation had been received for works to alleviate trip hazard near to play area – Steps to playing field - supply of all materials and labour - £300; Turf area in car park of pensioners bungalows – supply all materials and labour - £400, total estimate £720 – (Clerk to query the £20 discrepancy), and it was resolved to accept the quotation.

**2020/36 Planning Matters**

**2020/36/01 Planning Applications received**

* Resubmission – 20/00675/FUL: Land South East of The Green, 2 No two storey detached dwellings with ancillary garages and associated access road – Parish Council had re-submitted their original objections to the proposals.

**2020/36/02 Approval of Planning Application received**

* 20/00005/FUL: The Manse, Resubmission: Change of use of the old Methodist Chapel to residential use incorporating it into the existing residence, removal of existing single storey building; construction of single storey extension & glass frameless link to the Chapel; creation of two new bedrooms within existing chapel.

**2020/36/03 Ascendant at Cold Law – appeal to Planning Inspectorate**

Nothing to report.

**2020/36/04 To receive update on Eastlands Development**

Discussed earlier.

**2020/36/05 Consultation on street naming and numbering request**

Proposals had been received to name the new Eastlands development Gilbert Grove with no objection submitted from the Parish Council, and which was believed to be a name historically connected to the parish.

**2020/37 Update on Ray Fell Wind Farm/Community Interest Company**

CIC had met several times via Zoom; directors had been interviewed by an independent company. A Covid Help Fund had been set up to which individuals could apply to, with several people from the area being helped. The public meeting had been held in March and equal support had been received towards several projects discussed. £50K had been granted to the B4RN project. Consultation was to be held with local youths regarding the feasibility study project, possibly on the playing field green, with date to be confirmed. The CIC are in contact with ADAPT to discuss the gaps in transport provision in the rural community and as a result, hope to pilot a weekly dial-a-ride service from Otterburn picking up in Kirkwhelpington and several other villages and then going onto Morpeth. It would be useful if they knew how many people would take part, where they live, how often they would travel, their destination, if the destination had agreed to host them and if there were any other community needs – A Purves to secure further details about the proposals. Gaining the views of residents would be beneficial. K Fortune had been in touch with ADAPT to enquire about the return of the Thursday bus service for the elderly, and drivers can be hired for an hourly rate.

**2020/38 Audit of Accounts year ending 31/3/20**

**2020/38/01 To consider and agree any actions arising from the report of the internal auditor**

There were no actions arising from the internal audit.

**2020/38/02 To approve the Governance Statement**

It was resolved to approve the Governance Statement.

**2020/38/03 To approve the draft annual accounts for 2019/2020**

It was resolved to approve the annual accounts for 2019/2020.

**2020/38/04 To approve the Accounting Statement and explanation of variances**

It was resolved to approve the accounting statement and explanation of variances.

**2020/38/05 To approve the Exemption Certificate**

It was resolved to approve the exemption certificate. Notice of public inspection rights to be displayed on website.

**2020/39 To approve creation of Parish Council facebook page**

M Neale had set up the facebook page to initially inform the parish about information relating to the Covid-19 pandemic, and there were currently 27 members. Information regarding the continued closure of the play area would be displayed, along with details of the proposed bus service to seek parishioner requirements.

**2020/40 To consider reports of speeding traffic in the parish**

Concern had been received about contractor’s speeding vehicles, however the problem had appeared to have receded. Complaint about a parishioner speeding had also been received but who had since moved from the village.

**2020/41 Web-site Accessibility Statement**

New regulations were coming into force regarding web-site accessibility for those with disabilities. The current free site through Spanglefish could be upgraded and would then cost approximately £100/annum - it was resolved the Parish Council would upgrade to this version, with Clerk to contact Spanglefish.

**2020/42 Urgent Business**

* Parishioners had been kept safe during the height of the Covid-19 pandemic with residents aiding others in the parish. Local shops had been helpful, however Knowesgate Garage had had to close due to government shielding advice. A community shop in the village hall could be an opportunity for local providers.
* An unsafe tree had been reported as requiring attention, which was on the corner near to the small ford and believed to be on Northumberland Estates land. It was agreed the tree would be marked and R Thornton would arrange an inspection, with results to be forwarded to Northumberland Estates if required.
* Dog mess continues to be problematic throughout the parish with dog waste bags left dumped, and a facebook item would be posted.
* Hedgecutting on green to be actioned in August with dumpy bags to be re-used for cuttings this year.

**2020/43 Date of next Meeting**

The next meeting of Kirkwhelpington Parish Council will be held on Tuesday 1st September commencing 730pm



Claire Miller, Parish Clerk

The meeting closed at 850pm