

**Meeting opened 20:25**

- 01/05/2024 **To elect the Chairman for the year 2024/25**  
Anne Palmer elected
- 02/05/2024 **To receive, and approve if appropriate, apologies for absence and reasons given**  
None
- 03/05/2024 **To elect the Vice Chairman for the year 2024/25**  
Kevin Fortune elected
- 04/05/2024 **Declarations of Acceptance of Office** – *to acknowledge the declarations of acceptance of office received following the uncontested election and consider any dispensations for those Councillors not in attendance or able to complete their declaration*  
Declarations signed.
- 05/05/2024 **To receive declarations of interests**  
*Members are reminded to declare any interest in any item on the agenda, now or at any time during the meeting.*  
None
- 06/05/2024 **To approve the minutes of previous meeting held 5 March 2024.**  
Approved & signed by chair
- 07/05/2024 **To receive comments/ queries from members of the public with regard to items on the agenda**  
None
- 08/05/2024 **Parish Clerk's report**  
*An update of work carried out since the last meeting & relevant information.*

**Update from Police**

**Crimes and Incidents -**

*There has been a total of 12 reported incidents in the F9Y4 area since 5th March. 4 incidents were crimes, 4 were incidents of public safety and welfare, and 4 incidents were transport related.*

**Local Hexham Neighbourhood Team Updates -**

*The neighbourhood team have managed to secure the Northumbria Police Community Engagement Van for late June, where they intend to head out into the rural communities to engage with the public. It has not been confirmed what locations these will be but will aim to update you at the next meeting so you are able to inform the community.*

*The team have managed to complete several speed watch/checks across the rural area including Bellingham, Otterburn, Ridsdale, Allendale, Whitfield. The aim is to cover as many local areas as we can, repeating this each month. We are aware summer months bring extra issues with speeding, so we hope that visibility in the lead up may help to discourage this behaviour.*

*NPARC (Northumberland's Partnership Against Rural Crime) are holding a local Property Marking Event on 19th June 7pm-8pm. This will be held at the Riverdale Hotel in Bellingham and will be to assist in specifically marking any farm machinery the community have. This has to be booked by appointment, which a 30 minute slot can be booked in via the [ruralnorthumberlandmailbox@northumbria.pnn.police.uk](mailto:ruralnorthumberlandmailbox@northumbria.pnn.police.uk).*

*Hexham Neighbourhood Policing Team have continued to be involved with Op Checkpoint, where officers, staff and rural crime volunteers work together to combat rural crime such as equipment theft and poaching. This is often completed at different times of the day covering several hours, targeting areas that have been involved in recent incidents or that we have received intelligence on.*

Fix my street reports submitted

Item	Outcome	Further action
Flooding over road along gated track	Drain unblocked	None
Waste build up at Knowesgate Hotel	Waste cleared	None
Dog bin nearly full	None so far	To be followed up

Bank account changes – online banking. Still waiting for data to be added. Clerk to resend – email.

Re: village map update – no response from St. Oswald’s Society.

Street Lighting assessment – still no response from NCC, will keep chasing.

Neighbourhood plan – have begun the process with Rob Naples and submitted an application to define the parish as a neighbourhood. Awaiting further instructions. Have signed up to Locality website for information on funding, when available.

Most of time this past month has been spent getting the AGAR completed and end of year finance finished.

09/05/2024 **Exclusion of the public**

None

10/05/2024 **Planning**

*To consider planning policies, applications and appeals received and resolve to submit comments where appropriate. [Town and Country Planning Act 1990, Sched. 7, para.8]*

Reference	Detail	Status
24/00280/FUL	Barn at Great Law Farm Cottages, Kirkharle	Granted
24/01203/FUL	Rear infill extension to create open plan kitchen/living space Little Harle Lodge, Harle	Deadline for comments 8 May <b>No comments</b>
24/01204/LBC	Listed Building Consent for rear infill extension to create open plan kitchen/living space Little Harle Lodge, Harle	Deadline for comments 8 May <b>No comments</b>

**Northumberland County Council consultation** over changes to planning requirements:

<https://www.northumberland.gov.uk/Planning/Planning-application-requirements-consultation.aspx>

Deadline 17 May 2024 for comments.

Unsure how items being removed will be covered e.g. right to light. Not clear what removal means. Chair to explore and provide comments as needed.

11/05/2024 **Items for Consideration and Decision**

a) Reward & recognition in parish

A few examples from other parishes which ask parish members to vote for or nominate

community members and give trophies/ flowers at end of year meeting. Parish Council are unable to give money. Want to reward volunteers as a parish. Decided to present an annual award at village show in September. Need to purchase a trophy or cup to have engraved. Ask parish members to submit a nomination via the website. Chair to include in Chimes.

b) Request for bench by bus stop entrance to village

Cllr Fortune received request for bench. Similar style to others in village costs £306 + VAT. Require root fixed (+ £37) and post-crete to set. Council agreed to purchase and install.

c) Village hall land conveyance

Hall has received planning permission for changes, but currently setting out timetable. Anticipate works in this area will be about halfway through the project. Hall Treasurer seeking out quotes for conveyancing work. Will make contact when conveyance needed.

d) Power cuts & village generator: emergency plan, insurance, storage.

Work in progress to establish secure method of storage and using items. Volunteers needed to run 'warm hub' during power cuts, outside of Post Office hours. Cllr Fortune to recruit and provide training. Clerk to draft agreements for PC items on stored at Hall.

e) Play area improvements funding & remedial works needed

Swing seat purchased, grant from Ray Win Fund £1100

Grass matting purchased - £432 (inc VAT £72)

Notice for playground inspection in June received. Council approved additional spend to have weekly checklist printed.

Cllr Rogerson mentioned some broken screw caps on goal post which will need replacing. Cllr Fortune to explore type of caps & manufacturer.

A slide is needed for younger children and perhaps a spiders web type climbing frame. Need to have expert advice on siting and installing items. Cllr Fortune to suggest company for initial approach (Predulic). Clerk to explore funding options. (£106)

f) ICO registration – data processing.

Advised by internal auditor the Council should be registered. Cost £35 per year and ensures we're compliant with Data Processing Laws. Agreed by Councillors. Clerk to register.

g) Gates being left open along footpaths.

Believe this may partly be an issue with lack of signage and walkers may not be sure of where paths are. Suggest sign in public toilet – keep gates closed/ Countryside Code reminder. Footpath volunteers advised signage currently out of stock from NCC. Clerk to check with volunteers what signs are needed and explore cost. Cllr Riddel offered support in getting materials for the volunteers.

h) Highways – road conditions & speed limits.

Cllr Brown contacted Cllr Riddle who advised additional signage for Marycastle was a non-starter. However, he advised SLOW markings on the road may be possible. Clerk

to submit a request to Highways department. Cllr Riddle also said to put in a request to get the speed limit changed in the village or this could be another request for SLOW to be written on the road. Clerk to follow up.

i) Northern Power Grid funding opportunity.

Due to close on 13 May, but anticipate another round of funding in the future. Satellite phone is very costly and only on a monthly subscription with very limited use.

j) Dog bin hard standing requirement.

Cllr Lawless & Cllr Fortune to explore hard paving in the area.

12/05/2024 **Items for Information Only**

a. Correspondence

Tree Preservation Orders update

Deadline for Chimes articles – Mon 13 May – Chair to provide information.

b. Items for Information

Ray Wind Fund update -funding for second phase B4RN approved, which will take up a lot of available funding for the next three years. Aim to get any proposals to Ray Wind at start of funding year (August).

Climate change toolkit – Chair has managed to get free Hot Box composters for the community from NCC – contact Chair if you'd be interested in having one.

B4RN – feedback from village meeting. Lots of interest from the community, especially beneficial to outlying farms. Should be more reliable during power cuts - batteries last for a short time, plus they can provide a generator. B4RN are hosing another meeting in Kirkwhelpington on Wed 29 May, 7pm at the memorial hall.

c. Items to be included in next agenda

Footpath at The Crofts

Street lighting survey

Budget review & forecast

Neighbourhood plan next steps

Reward & recognition

Grass cutting

Play area developments

13/05/2024 **Finance**

a. Account Balances – *To receive a report detailing account balances*

b. AGAR forms completion

i. Internal Audit - To receive and review the report from the Internal Auditor

ii. Annual Governance Statement - to consider the questions and respond accordingly Accounting Statements - to consider and agree the accounting statement figures

iii. Electors' Rights – to note the dates for the Notice of Public Rights (earliest 3 June- 12 July. Put accounts in PO for perusal?)

iv. Statement of Variance – to consider the draft Statement of Variance

All agreed and signed by Chair and Clerk & Responsible Financial Officer

c. Insurance Renewal – to consider and agree the renewal for 2024/25. Agreed, clerk to confirm.

d. Accounts for Payment – To review and approve items of expenditure, including those received before the meeting.

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Outcome</b>
30/4/24	Staff expenses <i>Printer ink, paper, postage, electrician</i>	TOTAL: £92.11	Agreed
30/4/24	Staffing costs March-April	£401.89 29.5 hours – 17.5 in April sorting out AGAR	£321.69 ex tax £80.20 tax Agreed
30/4/24	Village hall toilet maintenance grant May	£350	Agreed
31/3/24 30/4/24	Robson & Cowan  Total	£27.72 £52.52 (£80.24)	Agreed
1/4/24	NALC subscription	£106.72	Agreed
June	RoSPA Play Safety play area inspection Option to create weekly checklist £40	£78 + £40	Agreed
11/4/2024	Internal audit 2023/24	£95	Agreed

14/05/2024 **Date & time of next meeting.**  
Tuesday 2 July, 7:30pm.

Mtg finished: 9:57pm