**Minutes of the Annual meeting of Wallington Demesne Parish Council held at 730pm on Monday 24th May 2021 at Middleton Village Hall**

**Those Present:** J Ballantine (Chairman), A Robson, C Hughes, D Dexter, C Miller (Clerk)

**2021/35 Apologies for absence**

E Green

**2021/36 Declarations of Members interests**

There were no Declaration of Members Interests

**2021/37 Election of Chairman and Vice Chairman**

J Ballantine proposed and seconded as Chairman and duly elected.

A Robson proposed and seconded as Vice Chairman and duly elected.

**2021/38 Co-Option Vacancies**

Due to a shortfall of candidates standing for election, there were three co-option vacancies.

**2021/39 Opportunity for members of the public to raise any matter**

There were no members of the public present.

**2021/40 Minutes of the previous meeting held on Monday 22nd March 2021**

It was resolved that the minutes of the previous meeting held on Monday 22nd March 2021 be accepted as a true record.

**2021/41 Matters arising from the previous meeting held on Monday 22nd March 2021**

* **Cambo seat:** Seat outstanding due to contractor illness.
* **Footpaths:** Footpaths from Scots Gap to Cambo and Cambo to Wallington had been swept.
* **Signposts:** Signposts still in disrepair.
* **Speeding traffic:** County Council were to carry out a further speed survey later in the year, and it was resolved the preferred place to put these would be just before the humped back bridge in Scots Gap, and between Oakford and Willow Park, and Clerk would suggest these areas to County Council.
* **Byways Open to all Traffic:** Byways still closed to vehicles with no further problems reported.
* **Drainage at Middleton:** It was not known whether works had been completed.

**2021/42 NCC Update**

There was no County Council update.

**2021/43 Police Update**

There was no police update.

**2021/44 National Trust Update**

There was no National Trust update and Clerk would contact S Richards before each meeting to ask if there was anything to report.

**2021/45 Reports from representatives at outside meetings**

* **Cambo School:** Multi skills scheduled for June, residential to be held for Year 4, no parents permitted in school premises until September, pupils still working in bubbles. School hope to build a further extension, with County Council to re-roof the flat roof, replace cladding around the front, and provide new WC’s.
* **Cambo Village Hall:** Hall had not yet re-opened.
* **Middleton Hall:** Table tennis had re-commenced. Several other events planned for late June/July.
* **Wallington F.C:** Season had been cancelled, with league to resume in August. The fundraiser event held at Easter had raised £750 and there had been little expenditure this year due to a lack of games. A second hand rail to be installed on far side of pitch with grant funds secured for this. Clerk had contacted National Trust who were still in the process of drawing up a new lease for the ground.

**2021/46 Financial Matters**

**2021/46/01 The following payments are due for authorisation**

* C Miller –April, May, salary - £371.53 Expenses - £24.94
* HMRC – PAYE on above - £20.20
* NALC – annual subscription - £98.23
* Came & Company – annual insurance premium - £357.80

It was resolved to approve the payments

**2021/46/02 To receive acknowledgement of grant**

* Citizens Advice Northumberland

**2021/47 Planning**

**2021/47/01 Planning Applications received**

* 21/00861/FUL: Workshop, Todridge Farm – Conversion of former storage and workshop building into single dwelling – no objections.

**2021/47/02 Approval of Planning Application received**

* 20/002345/LBC & 20/02344/FUL: Two Queens, Front Row, Cambo – Listed Building Consent, change of use of redundant detached stable into self contained residential accommodation ancillary to the enjoyment of main house; removal of a non-original fireplace and flue and works of repair, alteration and refurbishment

**2021/47/03 Notice of withdrawal of Planning Application**

* 21/00721/FUL: Land East of Greenside Grange, Hartburn – Change of use of land to wood reclamation business and construction of secure storage shed to accommodate office and vehicle/machinery storage for business

**2021/48 Neighbourhood Management – to report/update on action regarding issues within the parish**

**2021/48/01 Notice of Application for Modification Order, Right of Way, Greenside Farm**

An application for modification to the Right of Way at Greenside Farm had been submitted to the County Council, however Ordnance Survey had confirmed the area is a private drive. Parish Council would be asked to comment on the proposals in due course.

**2021/49 To receive information regarding B4RN/B4NTR Broadband matters**

Parishioners were still required to register their interest in the service.

**2021/50 Audit of Accounts year ending 31/3/21**

**2021/50/01 To consider and agree any actions arising from the report of the internal auditor**

There were no matters arising from the report of the internal auditor.

**2021/50/02 To approve the Governance Statement**

It was resolved to approve the Governance Statement.

**2021/50/03 To approve the draft annual accounts for 2020/2021**

It was resolved to approve the draft annual accounts for 2020/2021.

**2021/50/04 To approve the Accounting Statement and explanation of variances**

It was resolved to approve the Accounting Statement and explanation of variances.

**2021/50/05 To approve the Exemption Certificate**

It was resolved to approve the Exemption Certificate.

**2021/50/06 To approve public right of inspection dates**

It was resolved to approve the public right of inspection dates of 14 June to 23 July 2021.

**2021/51 County Council – findings from Library Consultation**

<https://northumberland.moderngov.co.uk/documents/s2141/Public%20Library%20Service%20Consultation.pdf>

<https://northumberland.moderngov.co.uk/documents/s2143/App%202.pdf>

**2021/52 Date of Next Meeting**

The next meeting of Wallington Demesne Parish Council will be held on Monday 26th July 2021 commencing 730pm in Cambo Village Hall.

Clerk signature


Claire Miller

Parish Clerk

The meeting closed at 830pm.

**WALLINGTON DEMESNE PARISH COUNCIL**

**RISK ASSESSMENT FOR RESUMING FACE-TO-FACE MEETINGS**

|  |  |  |
| --- | --- | --- |
| **Risk** | **Description of Risk** | **Mitigation Measures** |
| 1.Room Set up and Dismantling | Transmission from setting out the chairs to hold the meeting. | Chairs and surfaces, eg door handles to be sanitised after use – members to sanitise their own chairs; Clerk/Chairman to undertake sanitisation on other areas. |
| 2. Entering and leaving meeting | Close proximity to other members and the public entering and leaving the meeting and contact with doors. | Members to enter the meeting and leave in an orderly socially distanced way.  Hands to be sanitised on arrival.  Controlled, socially distanced, one by one, entry by other attendees. |
| 3. Meeting Environment | Transmission through air and touch. | Socially distanced seating arrangement.  Windows and doors to be left open to facilitate the free flow of air though the meeting room. |
| 5. Conduct of Meeting | Transfer through touch and air | Members and public to remain socially distanced at all times.  Wearing of masks except when speaking.  Shouting to be avoided.  The circulation of paper documents to be suspended. |
| 6. Wider Issues | Members do not feel safe attending face to face meetings. | Members to stand when addressing the meeting so their voices will carry better.  Need to keep meeting “moving” so it does not last longer than necessary. |
|  | Track & trace | Contact details of any members of the public attending to be taken. |

Risk Assessment for Face to Face meetings

May 2021

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