

HORSLEY PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING HELD ON 17 MAY 2021 AT 7.00PM

PRESENT: Cllr M D Senior, Chairman of the Council together with C Roe, C Turnbull, S Lynch, Mrs S Glover, R D Lillie

- 01) **RESIDENTS** present raised several matters and where relevant they are listed together with the actions that will be taken, if required. In due course, if necessary, reports will be made back to Council.
- a) **HORSLEY WOOD COTTAGES.** A request for Adrian Jackson to continue to cut the grass at Horsley Wood Cottages was received. This had been agreed by the Parish Council. Caution signs were requested 'Caution Children Playing' due to speeding traffic to the Cottages. Permission will be requested from Highways. A request for the farmer to advise the residents of Horsley Wood Cottages when weed spraying was received.
 - b) **TREE PLANTING.** Local communities, landowners and individuals are being encouraged to plant more native trees this autumn. It is being promoted by the Woodland Trust who will provide trees free of charge to community groups. Several areas were suggested including the copse behind Horsley Hills, Lead Lane and the grass verge to the west of the village. Landowners' permission would be required.
 - c) **FOOTPATH REPORT.** Maurice Holliday thanked the Parish Council for their work over the last 12 months. Maurice continues to send his regular footpath report to the Parish Council which is very useful. There are several outstanding issues which still need to be resolved including; Gallow Hill fields – waymarking post at OS ref 082648 needs to be reinstated. Crops not cleared through the same area. Gate to the east bridge over the A69 has been sealed with fasteners; this is not a public right of way. Crops not cleared on the route between Horsley Marsh and the A69 roundabout. Warning notices on all 4 paths warning of cows and calves in the field.
 - d) **PLANNING PERMISSION.** Planning permission 20/01515/FUL had been granted for South East Farm. Concerns had been received from neighbouring properties regarding errors in the Planning Officer's report. This will be investigated, and a letter sent to the Planning Department at NCC.
 - e) **PARKING.** An email from a resident and an email from a non-resident had been received complaining about parking in Horsley. This was previously discussed in September 2019 when a meeting was to be arranged with NCC Highways and the Police. Unfortunately, this had not been arranged and in 2020 this was not able to take place due to Covid-19. Evidence is currently being gathered regarding parking however over the last few weeks there have been very few cars parked through the village. This situation is likely to change over the next few weeks when the Lion and Lamb re-opens and the Hearth can once again welcome visitors indoors. The situation will continue to be monitored.
 - f) **GUTTERS, KERBS.** It was noted that the gutters and kerbs had been cleared from Holeyn Hall Road crossroads past Close House. NCC Highways will be contacted to request the gutters and kerbs from the crossroads to Horsley to be cleared.
- 02) **TO RECEIVE THE MINUTES OF LAST ANNUAL PARISH MEETING HELD ON 20TH MAY 2019.** It was agreed to receive the minutes of the last Annual Parish Meeting held in 2019, previously circulated, as an accurate record.
- 03) **CHAIRMAN'S REPORT 2020-2021.** Cllr Michael Senior presented his annual report on the work of the Council during the past year and a copy is attached to this minute.
- 04) **ANNUAL STATEMENT OF ACCOUNTS 2020-2021.** Mrs Senior presented her report on the statement of accounts for the year ended 31st March 2021. A copy was circulated to those present and is attached to this minute.
- 05) **RESOLUTIONS.** There were no resolutions to consider.

THERE being no further matters raised for discussion, the Chairman declared the meeting closed.

Signed as a true record _____ Chairman

HORSLEY PARISH COUNCIL

Horsley Parish Council Chairman's Report May 2021

Cllr M D Senior thanked the Public for attending and stated that Horsley do have a larger public attendance than many of the much larger councils.

It has been an interesting and, let's hope, a unique year. I have kept the report to the last 12 months. Today will be our first physical face to face meeting in over a year – I should point out that we are no longer allowed by government to meet virtually!

We have maintained the notice boards, the seats and the bus shelters. Indeed during lockdown I rubbed down and re-varnished all of the seats and Mandy & I cleared out the bus shelters.

We did not have any formal litter picks last year but there are a few residents that do now collect regularly, and we very much appreciate this

We have reviewed planning applications but due to lockdown have not attended meetings for East Tynedale Parish Council's forum and Heddon School.

Stevie & I have continued our representation on the Joint Burial Committee

Northumbrian Water is progressing the extension to enhance water supply and quality, there are still some outstanding issues to resolve but these will have to be done after the majority of work is complete. From what I see while there has been some disruption, but it has been, relatively speaking, minimal. Some construction vehicles that should not have travelled through the village have been reported to NWL.

Thanks to NWL for the continued traveller management.

Also thanks to NWL for the removal of old playground equipment and soil heap. Mandy & I painted the goal posts, replaced the nets, replaced and fixed some equipment including climbing wall panels, zip slide seat and wooden steps as well as cleaning all equipment. We, and other residents, also regularly empty the play area bin.

The following work was carried out within the last 12 months; Bus shelter opposite Crown & Anchor was repointed; Mandy & I replaced and installed bins for dog waste; Damaged signs were replaced by NCC; Mill Way was partially resurfaced; The website has also been maintained.

Parking, litter, dog fouling, state of roads and pavements as well as speeding still remain issues within the village

Many thanks to everyone who look after the planters.

Many thanks to the community speed watch volunteers and we hope they will be out again regularly soon

Precept is marginally increased for 2021.

Our thanks go to Maurice Holliday for his regular reports on the state of Public Rights of Way and Footpaths around the parish and for the regular column in the Hexham Courant.

Thanks must also go to Karen Quinn who kept us informed of the bigger picture in her regular report and the help she has provided over the last 4 years – we hope to work closely with her successor.

The grass cutting contract has been awarded to Adrian Jackson.

If you have any requests, please let the Parish Council know, preferably in writing to the Parish Clerk, but do remember the councillors are all volunteers who received no expenses (although entitled to) who put a lot of time and effort into making Horsley a pleasant place to live.

My thanks go to Mandy who puts in a great deal of work to keep the rest of us informed and in order.

As always, we would welcome more input directly from residents so that we can communicate personally rather than messages being passed via third parties.

HORSLEY PARISH COUNCIL

INCOME & EXPENDITURE FOR FINANCIAL YEAR 1.4.2020 - 31.03.2021

| EXPENDITURE | | £ | INCOME | | £ |
|--|---------|-------------------|--------------------------|--|-------------------|
| Came & Co Insurance | General | 1,146.36 | Precept | | 10,500.00 |
| Ovingham Joint Burial Committee | | 910.00 | VAT Refund | | 0.00 |
| Northumberland Assoc of Local Councils | | 135.97 | Bank A/C Interest | | 2.31 |
| War Memorial Wreath | | 30.00 | Donation/Grant | | 0.00 |
| | | | Refunds | | 0.00 |
| | | | | | <u>£10,502.31</u> |
| Grass cutting | | 2,400.00 | | | |
| Northumberland Estates | | 250.00 | | | |
| Play area inspector | | 658.50 | Accounts Book | | £ |
| Play Areas/Highways | | 3,323.95 | Brought forward 1.4.20 | | 9,447.37 |
| Clerk salary - 4.5 hours per week | | 2,741.42 | Income | | 10,502.31 |
| Annual audits | | 31.00 | Sub Total | | <u>19,949.68</u> |
| Website | | 86.40 | Expenditure | | 13,049.18 |
| Telephone/Postages/Stationery | | 169.13 | Carried forward 31.03.21 | | <u>£6,900.50</u> |
| WI/Village Hall rent | | 0.00 | | | |
| | | | Current Account | | 2,849.44 |
| | | | Deposit Account | | 4,051.06 |
| | | | Total | | <u>6,900.50</u> |
| Donations: | | | | | |
| General | | 540.00 | | | |
| VAT | | 626.45 | | | |
| | | <u>£13,049.18</u> | | | |

HORSLEY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 17 MAY 2021

PRESENT: Cllrs M D Senior, Chairman of the Council together with Cllr S Lynch, C Turnbull, C Roe, R D Lillie and Mrs S Glover

- 0521.01 **TO RECEIVE ALL COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE.** All Parish Councillors were re-elected unopposed. All Councillors gave and signed their Declarations of Acceptance of Office in the presence of Mandy Senior, Clerk and Proper Officer of the Council.
- 0521.02 **ELECTION OF CHAIRMAN.** It was proposed by Cllr S Lynch, seconded by Cllr C Turnbull and AGREED to re-elect Cllr M D Senior as Chairman. Cllr M D Senior AGREED and took the Chair.
- 0521.03 **TO RECEIVE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.** Cllr M D Senior gave and signed his Declaration of Acceptance of Office in the presence of Mandy Senior, Clerk and Proper Officer of the Council.
- 0521.04 **DECLARATIONS OF INTEREST.** All Councillors completed their Register of Members Interests forms which will be sent to Northumberland County Council.
- 0521.05 **ELECTION OF VICE CHAIRMAN.** It was proposed by Cllr R D Lillie, seconded by Cllr M D Senior and AGREED to elect Cllr S Lynch as Vice Chairman.
- 0521.06 **MINUTES OF THE MEETING HELD ON 8TH MARCH 2021.** It was proposed by Cllr M D Senior, seconded by Cllr S Lynch and AGREED that the minutes of the meeting held on 8th MARCH 2021 be signed as an accurate record.
- 0521.07 **ACTIONS ARISING FROM THE MEETING HELD ON 8TH MARCH 2021.**
- a) **Play area.** Minute 0321.05a refers. The play area lock on the maintenance gate has been replaced and NWL have carried out the work to the soil heap.
- 0521.08 **COUNTY COUNCILLOR REPORT.** Councillor Holly Waddell had been elected as County Councillor of the Bywell Ward.
- 0521.09 **CORRESPONDENCE** received since the March meeting had been circulated to all councillors by email and noted.
- Northumberland County Council – Chief Executive's Briefing – HRH Duke of Edinburgh.
 - Northumberland Estates – Increase in play area rent from 1st November to £275.00. It was noted that there are only 5 years left on the lease of the play area with Northumberland Estates. The clerk will contact Northumberland Estates to make initial enquiries about extending.
 - Northumberland County Council – Respect Campaign.
 - Northumberland County Council – Temporary Road Closure Order; Horsley to Heddon on the Wall.
 - NALC – Weekly eNews
- 0521.10 **FINANCE**
- a) **ACCOUNTS FOR PAYMENT.** It was proposed by Cllr M D Senior, seconded by Cllr C Turnbull and AGREED to approve the expenditure on the list circulated.

| PAYEE | DESCRIPTION | NET OF VAT | VAT | CHEQUE AMOUNT | CHEQUE NO |
|--|-----------------------------|------------|------|---------------|------------|
| Calico UK Ltd | Website domain name renewal | 24.00 | 4.00 | 20.00 | BACS |
| Mrs A Senior | Salary | 366.07 | | 366.07 | SO |
| HM Revenue Customs | PAYE | 91.40 | | 91.40 | BACS |
| Mrs A Senior | Play area inspections | 75.00 | | 75.00 | BACS |
| Northumberland Assoc of Local Councils | Subscription 2021 | 107.09 | | 107.09 | BACS |
| J C Accountants | Internal audit fee | 38.40 | 6.40 | 32.00 | BACS |
| Income | | | | | |
| Northumberland County Council | Precept payment | 5500.00 | | 5500.00 | 09.04.2021 |
| Lloyds Bank | Interest | 0.04 | | 0.04 | 09.04.2021 |
| Lloyds Bank | Interest | 0.08 | | 0.08 | 10.05.2021 |

HORSLEY PARISH COUNCIL

0521.11 ALLOCATION OF PARISH COUNCIL DUTIES.

- a) **MAINTENANCE OF BUS STOPS/NOTICE BOARDS** – Cllr S Lynch
- b) **REPRESENTATIVES ON OVINGHAM JOINT BURIAL COMMITTEE** – Cllrs M D Senior and Mrs S Glover
- c) **REPRESENTATIVE ON EAST TYNEDALE PARISH COUNCIL FORUM** – Cllr M D Senior
- d) **OBSERVER GOVERNOR OF ST ANDREWS C OF E FIRST SCHOOL** – Cllr R D Lillie

0521.12 TO CONSIDER ANY MATTERS REQUIRING COUNCIL ACTION THAT MAY ARISE FROM THE PRECEDING ANNUAL PARISH MEETING. None.

0521.13 PLANNING

- a) **PLANNING DECISIONS.** Details of the planning decisions as circulated were AGREED by all Councillors and are listed below.
- b) **PLANNING APPLICATIONS.** Details of the planning applications as circulated were AGREED by all Councillors and are listed below.

| REFERENCE | ADDRESS | DESCRIPTION | DECISION |
|-----------------|---|--|----------------------------------|
| 20/04350/FUL | The March Barn, Welton | Change of use of agricultural land to enable the relocation of drive access to the south of the dwellings, using existing field entrance | WITHDRAWN |
| 20/01794/VARYCO | Land North and East of Horsley Banks Farm | Retrospective: Variation of condition 2 (Approved Plans) pursuant to planning permission 17/00229/FUL to allow amendments made during construction | APPEAL APP/P2935/W/21/3270685 |
| 21/00826/FUL | Land to south and east of Northside Farm, Harlow Hill | Proposed development of rural workers dwelling | Decision awaited |

0521.14 VILLAGE ISSUES

a) REPORTS ON VILLAGE ISSUES AND HIGHWAYS MATTERS

- **Water Treatment Works.** It was noted that it had been particularly quiet at the Treatment Works over the last few weeks with no construction work taking place. NWL is now to erect a 3m high perimeter fence instead of the previously agreed 5m high fence. It was suggested that as there is still discussion between Northumberland Estates and NWL over the screening around the fence that NWL be contacted and asked if they can plant trees/screening along the road verge.

0521.15 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020-2021

- a) **To accept and approve the Certificate of Exemption 2020-21.** It was AGREED to accept and approve the Certificate of Exemption 2020-21, as previously circulated.
- b) **To accept and receive the Internal Auditor's Report 2020-21.** It was AGREED to accept and receive the Internal Auditor's Report 2020-21, as previously circulated.
- c) **To accept and approve the Annual Governance Statement 2020-21.** It was AGREED to accept and approve the Annual Governance Statement 2020-21, as previously circulated.
- d) **To accept and approve the Accounting Statement 2020-21.** It was AGREED to accept and approve the Accounting Statement 2020-21, as previously circulated.
- e) **To accept and approve the end of year accounts 2020-21, bank reconciliation, explanation of variances and asset register 2020-21.** It was AGREED to accept and approve the end of year accounts 2020-21 and associated documents, as previously circulated.

0521.16 REPORTS FROM REPRESENTATIVES ON COMMITTEES

- a) **OVINGHAM JOINT BURIAL COMMITTEE.** Nothing to report.
- b) **EAST TYNEDALE PARISH COUNCILS' FORUM.** The Forum had not met during the pandemic however meetings are due to resume in July.

0521.17 ANY URGENT ISSUES (FOR INFORMATION ONLY). Nothing to report

0521.18 DATE OF THE NEXT MEETING. The next meeting of the Parish Council will be held on Monday 19th July 2021 at 7pm in Horsley WI Hall.

Signed as an accurate record.