

Corsenside Parish Council Annual General Meeting
Minutes of the meeting held on Monday the 14th May 2018
At Corsenside Parish Hall, West Woodburn at 7.30pm

Present: - **Councillors:** C. Hamilton (Chair), D. Carrington (Vice Chair), C. Currie, A. Harding, & G. Scott
Clerk: K. Traill

- 1) Apologies for absence: - Councillor C. Hawman
- 2) Election of Chair & Vice Chair: - Cllr C. Hamilton handed over to Cllr D. Carrington to conduct the election of the Chair. Cllr A. Harding proposed Cllr C. Hamilton for the position of Chair & Cllr C. Currie seconded the proposal. Cllr C. Hamilton accepted the proposal & signed an 'Acceptance into Office for the Position of Chair' form. Cllr D. Carrington then passed back control of the meeting to Cllr C. Hamilton. Cllr G. Scott proposed Cllr D. Carrington for the position of Vice Chair & Cllr C. Currie seconded the proposal. Cllr D. Carrington accepted the proposal.
- 3) Declarations of interest: - Cllrs D. Carrington in respect of the Ridsdale Juniors & Seniors. Cllr D. Carrington in respect of The Green Rig Wind Farm Steering Group, Cllr C. Currie in respect of The Corsenside Leek & Vegetable Society & Cllr A. Harding in respect of the Ray Windfarm Steering Group.
- 4) Opportunities for members of the public to raise issues: None raised.
- 5) Minutes of the Corsenside Parish Council Meeting held on Monday 9th April 2018: Signed as a true & accurate record.
- 6) Matters arising from the minutes not dealt with elsewhere on the agenda: - None.
- 7) County Councillors Report: - None
- 8) Notification of any other business for discussion, at the chairman's discretion, under item 20 below: - Cllrs CC, GS & C. Hamilton as well as KT had matters to discuss.
- 9) Councillor Vacancy: - Cllr C. Hamilton explained that CPC were now free to co-opt. Cllrs discussed that to truly represent the whole Parish that it would be good if the position was filled by a parishioner from East Woodburn. A resident from East Woodburn had been approached & CPC awaiting their decision.
- 10) Update on adopting & signing of new policies, regulations & risk assessments - New Model Standing Order & the new General Data Protection Regulation (GDPR): - KT informed all that there was a new Model Standing Order. KT had read through this & requested input with regards to inserted time limits etc before publishing on the Parish Council web-site. KT informed all about the new General Data Protection Regulation due to come into place on the 25th of May 2018. KT discussed what that may involve for a small PC like Corsenside. KT discussed the GDPR Action Plan she had put into place which stated what CPC needed to do & the date this should be achieved. KT explained that she was awaiting some clarification regarding certain points from NALC. KT handed out new Privacy Notices to all Cllrs present.
- 11) Action point list: - *80. Armstrong St & Whiteacre* – KT explained that she had received another letter from the Hindhaugh resident regarding the resurfacing of the road down to Hindhaugh. The resident stated that he had met with AO of NCC who had stated that they would carry out works to the drains & fill in the pot holes. The resident did not believe this was good enough & would like to see widening of the road, passing spaces & total resurfacing. Cllrs discussed this issue & felt that the road did need resurfacing and the drainage issue resolved & that the potholes were, in places incredible deep. CPC will continue to remind NCC of their promise

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Date:

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to resurface this stretch of road and also remind them that preparatory drainage work was carried out approximately two years ago which we were informed, at the time, was in advance of resurfacing but the resurfacing did not happen. CPC will keep pressing NCC for this work to be completed. However, it was felt that this was all that CPC could do.

91. *West Woodburn Traffic Calming Measures* – Cllr C. Hamilton informed all that he had called to speak with NS of NCC last week to ask what progress had been made. Cllr CH explained that NS was not sure other than costing work was being carried out however he would find out & get back to Cllr CH. Cllr C. Hamilton explained that originally CPC had been told that works would be carried out before the end of 2017, then it was before the end of the financial year. Cllr CH did not hear back from NS & therefore chased this matter up once again. Cllr CH was able to speak with NS who stated that works should be carried out during the school summer holidays.

92. *West Woodburn First School* – Cllrs discussed the new proposal put forward by NCC which involved all the local First Schools staying open however changing into Primary Schools & Bellingham Middle School closing. Cllrs discussed the implications this new 2-teir proposal would have on the families within the parish now & in the future. Currently travel times are reasonable, children have access to specialist facilities (I.T rooms, science labs, technology classrooms etc) from age 9 – 13 & the children have a gentler move up in order to adjust from the small rural schools into a larger middle school. All felt the travel time that a lot of children from age 11 would experience if BMS closed, was unacceptable. Cllr C. Hamilton explained that he had spoken with some parents, from further up the North Tyne and Rede valleys, whose children would experience 3 & 4 hour round trips each day. Cllrs discussed whether CPC should send in a letter of objection & all felt that this was appropriate given that it affected a lot of families within the parish and, potentially in the longer term the sustainability of our community itself. Cllr CH will write a letter based on the issues discussed.

93. *Shaw Lonnen Mud Slide* –KT explained that French drains had been installed on one side only. CPC will keep this action open until they are satisfied the issue has been resolved.

12) Play Area – West Woodburn: KT to contact C. Mowatt to remind him to carry out the jet wash before the annual ROSPA inspection. Cllr C. Hamilton gave his thanks on behalf of CPC to P. Bilton for fixing the new sign in the play area. KT to look into getting the 2 seats within the play area sanded & painted.

13) Wind Power Stations - Cllr A. Harding stated that there was a windfarm meeting on 17th of May. Hopefully it will be to announce the opening of the larger grant application. Cllr A. Harding also informed all that there would be a Steering Group meeting on the 22nd of May to allocate funds to applicants who applied to the Community Foundation.

14) Parish Hall: Cllrs discussed once again the need to find a Parishioner to represent CPC on the Parish Hall Committee. Cllrs to continue to think of potential candidates. KT to put a request on the local Corsenside Clarion Facebook page.

15) West Northumberland School Consultation: Discussed under point 11, action 92.

16) Insurance Claim - Ridsdale Damaged Speed Sign: - KT updated all with regards to the insurance claim. KT explained that it had been a very slow process due to having to be the go between for the insurance company & SWARCO. KT explained that the person she had previously been in contact with regarding the claim had left the company & that the person who had taken over the claim was proving hard to contact. KT explained that

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the sign was now working after SWARCO had surveyed the sign however they had recommended that the pole be replaced. KT informed all that the invoice for the survey was now almost overdue however she had been unable to get word from the insurers to find out if CPC needed to pay this. KT has also been unsuccessful in getting word back from the insurance company to state whether they have accepted the quote from SWARCO for the replacement of the pole.

17) Planning Matters: a) For decision – i. Planning ref:18/01339/FUL – Proposed single storey extension to East elevation, Coldtown Cottage, West Woodburn. Cllr G. Scott took no part in the discussion as the application was on behalf of a neighbour. Cllrs discussed the application & would like to submit the comment of 'No objection'. ii. Planning ref: 18/01381/FUL – Proposed new build 1.5 bungalow, Land North of Reivers, West Woodburn. Cllr C. Hamilton took no part in the discussion as the applicant was a personal friend. Cllrs discussed the application & would like to submit the comment of 'No objection'. b) Decisions from NCC – None

18) Other correspondence – All of the following correspondence was made available to Cllrs. i. Tynedale Hospice, ii. GNAA (thank you letter for the money donated at the request of The Bay Horse in payment of room hire), iii. LOVE Northumberland Awards. iv. CPRE newsletter.

19) Finances: - a) Invoices for Payment – i. KT expenses £65.99 (£6.00 & £59.99 Microsoft). ii. KT wages £207.20, iii. SWARCO invoice for survey works £594.29 (to be paid via BACS once the clerk hears word from the insurance company).

b) Bank Balance - £16,226.18

c) Monies Received - £3875 (first precept payment)

d) Requests for Assistance – None

e) Annual Governance and Accountability Return for 2017/2018

i. To consider and agree any actions arising from the report of the internal auditor in 2017 – Cllrs discussed the internal report which stated no issues arising.

ii. To approve the Annual Governance Statement - Statements were read out & all agreed with each statement. The AGS was then signed & dated by the Chair (signed in advance by the RFO).

iii. To approve the draft annual accounts for 2017/2018 – Cllrs viewed the Accounting Statements & all approved. The Accounting Statements were then signed & dated by the Chair (signed in advance by the RFO).

vi. To approve the Accounting Statement and Explanation of Variances – All viewed & approved the Explanation of Variances.

v. To confirm and approve the Certification of Exemption – All information recorded on the Certificate of Exemption was read out. All approved & the form was signed & dated by the Chair (signed in advance by the RFO). KT to send the Certificate of Exemption off to pkf Little John Ltd & to make sure all relevant audit information is displayed & uploaded onto Corsenside Parish Council web-site in line with the legal requirements.

f) Cllr C. Hamilton informed all that the new pay scale as advised by NALC, had now been published. Cllr CH will look at what changes this would mean with regards to the clerk.

20) Matters for discussion at the Chairman's discretion: Cllr C. Currie asked for her Declaration of Interest under point 3 to now be changed to Corsenside Parish Show in keeping with the new name. Cllr C. Currie also formally asked CPC for permission to hold this years show (Sept 15th), on the village green. Permission was granted.

Cllr G. Scott informed all that as well as all the other rubbish dumped at the layby between St Cuthbert's

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Church turn off & the Otterburn junction, there was now also 13 tyres. Cllr G. Scott also stated that stones from the dry-stone wall at the same location were being taken. KT to report both issues.

KT discussed the speed that the Tarmac lorries had been travelling through West Woodburn village. KT to write to Tarmac. KT also reminded Cllrs to think about what the unspent budget money from last year could be spent on which would benefit the community.

Cllr C. Hamilton asked KT to report any missing parts of the roundels which are positioned through Ridsdale.

21) Next Meeting: - Monday the 11th June Corsenside Parish Hall, West Woodburn.

Signed :

Date: