

Corsenside Parish Council Annual General Meeting

Minutes of the meeting held on Monday 9th of May 2022

Corsenside Parish Hall, West Woodburn at 7.30pm

Present: **Councillors:** C. Hamilton (Chair), A. Wilson, S. Smith D. Mole & J. Fenwick. **Clerk:** C. Woodcock.

Members of the Public: One

- 1) Apologies for absence: C. Hawman, A. Harding. County Cllr J. Riddle.
- 2) Code of Conduct (Declaration of Interest): Cllr C. Hamilton in respect of The Gun at Ridsdale & the Corsenside Flood Resilience team, Cllr A. Wilson in respect of The Gun at Ridsdale & The Green Rigg Steering Group & Cllr S. Smith in respect of Bellingham Middle School Parents, Teachers and Community Association & the Corsenside Flood Resilience team.
- 3) Opportunities for members of the public to raise issues: A Parishioner expressed deep concern at the speeding on the A68 particularly the Northern area of West Woodburn where on multiple occasions they have seen dangerous overtaking in the residential area. It was questioned whether NCC could put a double line in the center of the road to forbid this behavior. Cllr C Hamilton shared the parishioner's frustration and encouraged direct contact with NCC to bolster CPC efforts to receive traffic calming measures for our parish. The Parishioner brought to the council's attention the dangerous state of Brae Well (slippery steps, broken handrail and an open drop to the river). CW to contact NCC about this as a matter of urgency. Thirdly the Parishioner has suggested the introduction of some form of welcome pack for newcomers into the parish containing local, useful information.
- 4) Election of Officers: Cllr C. Hamilton explained he was willing to stand again as Chair, Cllr A. Wilson proposed this and it was seconded by Cllr D. Mole. Prior to the meeting Cllr C. Hawman had indicated that she would prefer to stand down as Vice Chair but would continue if no one else came forward. This was discussed yet no one felt able to volunteer. As Cllr C. Hawman is one of the longest standing members of the council her election to Vice Chair was proposed by Cllr J. Fenwick and seconded by Cllr S. Smith.
- 5) Minutes of Corsenside Parish Council meeting held on Monday the 8th of April 2022: Signed as a true and accurate record.
- 6) Matters arising from the minutes: None
- 7) Notification of any other business for discussion, at the Chairman's discretion, under item 20 below: CW had a point to raise, Cllr J Fenwick had a point to raise.
- 8) County Councillor's Report: None.
- 9) Action Point List: 91. CW reported that TWM have been instructed to inspect the Ridsdale signs when the new WW signs are installed. Confirmation of installation date is due but has been delayed due to absence at TWM. 95. Plans to erect the new shed on the village green were discussed and a new location was agreed now the car park is available to us. NCC have insisted a license for the Shed be signed as the land is still under their ownership. CW has confirmed that planning permission is not required and has organised for it to be added to the insurance policy. A closed hasp padlock is now required- CW to purchase.

Signed: 

Date: 06/06/2022

- 10) Play Area: Cllr C. Hamilton reported that some cracks are appearing in the support poles that the chains of the Clatterbridge hang from, CW to contact Playdale and ask if replacements can be bought. CW confirmed that ROSPA is booked for their annual inspection in June.
- 11) Volunteers and Community Spending: CW reported that unfortunately the call for volunteers went on Facebook with little response, we have one volunteer currently on our records. Cllr C. Hamilton advised that the benches in the play area require staining when possible.
- 12) Queen's Platinum Jubilee Celebrations: Cllr S. Smith provided an update- unfortunately only Cllr Smith was present at the last meeting of the Jubilee Organising Group however, Ridsdale Community Group have organised various events to take place on Saturday of Jubilee weekend based in The Gun. Lack of interest in West Woodburn has meant a significant reduction in the scale of plans; a pub quiz is due to be held at the Bay Horse on Sunday 5th June.
- 13) Wind Power Stations & BANTR: No report.
- 14) Parish Hall: Nothing to report further to the update received at the preceding APM
- 15) Revitalising Redesdale: CW fed back that after an onsite meeting Revitalising Redesdale felt that the location for the Star Cairn (previously agreed for the layby North of WW) posed significant safety concerns. Their suggestion of using the lower area of Jubilee Triangle, following much discussion was deemed unsuitable by the councillors. An alternative location of between the A68 layby and the Lonnen, set back from the intersection was proposed – CW to contact RR. As time is very tight to bring this project to conclusion CW requested that further discussion be conducted via email on this topic ahead of the next CPC meeting. All in agreement.
- 16) West Woodburn First School – School Field: After confirmation that the car park and driveway will be transferred to CPC the solicitors' fees were paid. CPC has been approached by a Parishioner at West Woodburn who has expressed an interest in this matter.
- 17) Planning Matters: None
- 18) Storm Arwen: The office of MP Guy Opperman have confirmed that BT have paused their transition to a fully digital system pending further discussions over safety.
- 19) Other correspondence: Corsenside Parish Show have formally requested use of the Village Green for 17th September 2022. All councillors in agreement.
- 20) Finances – a) Invoices for payment – i. NALC Subscription £122.50, ii. Clerk expenses (Sand) £52.20, iii. Clerk expenses (Microsoft) £59.99, iv. Chris Mowatt £129.60, v. F&J Charlton (Tree Survey) £96, vi. Clerk expenses (Gift) £14.85, vii. Clerk Wages (29 hours) £321.32, viii, Corsenside Parish Show (Advert) £15, ix. Chris Mowatt (+weedkiller) £213.60
- b) *Bank Balance* - £13,913.58
- c) *Monies received* – PRECEPT £4250
- d) *Requests for assistance* – Granted: North East Air Ambulance £100, Age UK Northumberland £50, Citizens Advice Northumberland £50.
- e) *End of year accounts. Final Budget*: CW delivered a report to the council who had been provided the details in advance. CPC ran primarily on budget apart from several deliberate overspends.

Signed: 

Date: 06/06/2022


f) Annual Governance and Accountability Return for 2021-2022

i. Internal review of Financial Procedure – review of effectiveness of the system of internal controls, banking mandate, asset register recording. Updates have been made to the asset register which is now mapped and photographed; with additions and disposals throughout the year listed separately for accounts purposes. Internal reviews of the accounts to continue quarterly. *ii. To consider and agree any actions arising from the report of the internal auditor:* CW described a new method of recording VAT that will allow for small amounts to be reclaimed as recommended by our auditor. *iii. To consider the Annual Internal Audit Report:* Cllr C. Hamilton read through all points. *iv. To approve the Annual Governance Statement section 1:* Cllr C. Hamilton read through all points within the Governance Statement and KT discussed what was needed in order to give a 'yes' answer. All Cllrs agreed on 'yes' answers. CW (the RFO), and Cllr C. Hamilton (Chair), signed page 5 the Governance Statement. *v. To approve the Accounting Statement section 2* CW had compiled this information prior to the meeting, CW and Cllr C. Hamilton signed as correct. *To confirm and approve the Certification of Exemption:* Cllr C. Hamilton read aloud, no questions, all in agreement. *vii. The Chairman and clerk sign the Annual Governance Statement and the Chairman signs the Accounting Statements:* Completed. *viii. RFO to set the period for the exercise of public rights* CW confirmed CPC will use the suggested dates of 13th June 2022 – 22nd July 2022. *ix. The Certificate of Exemption is signed by the Chairman & the RFO:* CW and Cllr C. Hamilton signed page 3.

21) Matters for discussion at the chairman's discretion: CW reported on the findings from the tree survey, an area of concern is 2 tyres hanging from a tree in Whiteacre and the report recommends their removal. CW to post on clarion asking who these may belong to. Cllr C. Hamilton to post a sign on or by the tree to give notice of the tyres' removal. CW to ask Frank Charlton to remove the remnants of a tree shelter mentioned in the report and express the thanks of the council. Cllr J. Fenwick wished to acknowledge and thank Heather Basset and Brenda McDonald for their work refreshing and maintaining the flower barrels in Ridsdale.

22) Next Meeting: Monday 6th June 2022, 7.30pm Corsenside Parish Hall- Supper Room.
Meeting ended 9.30pm.

Christine Woodcock, **Corsenside Parish Council Clerk**,
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Signed: 
Date: 06/06/2022