

Rennington Parish Council

Clerk - Joanne Wilson

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NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the meeting of the Parish Council on **Thursday 7th September at 7:30pm** in Rennington Village Hall for the purpose of transacting the following business. Members of the public and press are invited to attend.

1. Apologies for Absence

2. Declarations of Interest

Members to inform the Chairman of Committee of any Declarations of Interest for matters set out within this agenda.

3. Public Participation Time

In accordance with Section 3.5 of the Rennington Parish Council Standing Orders members of the public present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

4. Minutes of the Meeting of Council held on Tuesday 18th July 2017

To approve the enclosed Minutes of the Meeting held on Tuesday 18th July 2017, see appendix A.

5. Matters Arising from Previous Meetings

- a. Condition and Repair of Seats in the Parish
- b. Repairs and Condition of Footbridge over the Lonnen
- c. Village Hall Defective Boundary Wall
- d. Information Security
- e. Annual Review of Standing Orders and Risk Assessments
- f. Road Signs – Jingling Bridge
- g. Tree Preservation Orders in Rennington
- h. Churchyard Maintenance
- i. Flooding in Rennington
- j. Annual Return 2016/17
- k. County Councillor Update – Resurfacing on the Rock Road and Seats in the Parish

6. Financial Matters

- a) VAT Reclaim for 2015/16 and 2016/17 – A verbal update will be given on the night.
- b) Members are asked to consider for payment invoices received since 18th July 2017, see appendix B.

7. Town and Country Planning Act 1990

There are no new planning applications to consider on this occasion.

a. 17/01714/FUL – 19 Rock Home Farm

Members are advised that the above planning application has been granted planning permission.

8. County Councillor Updates

Members are provided with a report from County Councillor W Pattinson, see appendix C.

9. Parish Council Vacancy

Members are advised that there has been no interest in filling the vacancies on the Parish Council.

10. Local Transport Priorities 2018/19

Members are asked to consider the Local Transport Priorities for 2018/19.

11. Parish Council Policy Checklist

Members are asked to consider which policies are appropriate for review and adoption by the Parish Council, see appendix D.

12. Longhoughton Ward Chair's Meeting

A verbal update will be given on the night.

13. 4th Annual Town and Parish Council Conference

A verbal update will be given on the night.

14. Community Led Housing

A verbal update will be given on the night.

15. Councillor Roles and Training Opportunities

A verbal update will be given on the night.

16. Transparency Code Training 2017/18

Members are asked to consider any training requirements required in relation to the Transparency Code.

17. Salary and Pension Arrangements

A verbal update will be given on the night.

18. Correspondence

19. Future Meeting Dates

20. Any Other Urgent Business

Rennington Parish Council Meeting

Minutes of the Meeting held on Thursday 18th July 2017

Councillors Present - K Burdett - Chair
K Anscombe
N Anscombe
C Barker
L Bosanquet
A Tremlett
W Kenway-Smith
J Watson – arriving at 7.40pm

Clerk - J Wilson

Apologies - None

Two members of the public were also in attendance.

36/17 Declarations of Interest

There were no declarations of interest on this occasion.

37/17 Public Participation Time

The members of the public present asked what the position was regarding the Church Grave Yard. Cllr Burdett confirmed that the Grave Yard has now been handed over to Northumberland County Council (NCC) to maintain.

Members of the public left at 7.34pm.

38/17 Minutes of the Meeting of Council held on Thursday 29th June 2017

Cllr Barker provided a brief update regarding the issues relating to flooding in the Village. He advised that County Councillor Pattison had arranged a meeting with Mitch Young from NCC which has resulted in the problem being identified, after almost two years of issues. BT have admitted liability as an internet cable had been put in through the drain which caused issues with the drains functionality. BT have confirmed they will replace the drain.

RESOLVED

- (i) Information duly noted
- (ii) That the minutes of 29th June 2017, a copy of which had been previously circulated to each member, be approved and signed as a correct record by the Chair.

Members agreed to defer all other matters arising from the meeting on 29th June, to the next meeting of the Council on 7th September 2017.

39/17 Final Accounts 2016/17 – Internal Audit, Annual Governance and Annual Accounting Statement

Cllr Burdett read out the letter from the Internal Auditor and advised that the points raised have been addressed and agreed with the Internal Auditor that practices are in place to avoid any issues in the future. The Clerk is to address claiming back the VAT for both 2015/16 and 2016/17 as this has not as yet been claimed.

Cllr Burdett read out the information on both section 1 and 2, advising members of the reason for any variances year on year.

(i) Final Accounts 2016/17 – Internal Audit and Annual Governance Statement

Members were asked to approve the Internal Audit and Annual Governance Statement.

Cllr Bosanquet proposed to approve, seconded by Cllr Tremlett.

A vote was taken: 8 For, 0 Against and 0 Abstention

(ii) Final Accounts 2016/17 – Accounting Statements

Members were asked to approve the Annual Return and Summary of Accounts.

Cllr Bosanquet proposed to approve, seconded by Cllr Tremlett.

A vote was taken: 8 For, 0 Against and 0 Abstention

RESOLVED

- (i) That the Annual Governance Statement (Section 1) be approved
- (ii) That the Annual Accounting Statement (Section 2) be approved
- (iii) That the VAT be reclaimed on all purchases for 2015/16 and 2016/17

40/17 Town and Country Planning Act 1990

Members were asked to consider the following application.

a. 17/02126/FUL – The Grange, Rennington

Members discussed the application in detail and agreed that the Parish Council object to the application.

RESOLVED

- (i) Members agreed to submit the following objection:

Rennington Parish Council strongly object to this application on the following grounds –

1. *The present vehicle parking provision for this business is not adequate for the number of vehicles required to service this business, let alone visitors to the residents in The Grange, resulting in on-street parking and restricted carriageway with unsighted sections preventing sight of on-coming traffic.*
2. *Residents who use Church Road find that the highway is severely restricted as it is with on-street parking and are concerned that any increase in traffic will only add to their concerns over road safety.*
3. *The proposals seem to be reliant on additional car/vehicle parking/service vehicle delivery proposed with Outline Planning Permission 14/03571/OUT, not yet developed. Access for emergency vehicles is already a concern and an increase in traffic will only add to the issue. Should this development on adjacent adjoining land not be developed then sufficient and adequate vehicle parking for The Grange cannot be achieved.*
4. *There is not currently adequate provision made for surface water, the drain to the South side overflows over the road which causes ice problems on the road in cold weather.*
5. *The foundations for the extension on the South East side may adversely affect the roots of the adjacent mature trees, which are an important landscape feature in the Village, therefore the Parish Council would request comment from the Tree Officer.*
6. *The Parish Council would seek further clarification as to 3.4, which states no increase in current capacity, but does include the statement of 'two extra rooms'.*

41/17 Date of Future Meetings

Members noted that the next meeting of the Council will be Thursday 7th September 2017.

Councillors Kenway-Smith and Barker both gave their apologies for the next meeting.

42/17 Any Other Urgent Business

Cllr Burdett advised members that the next Local Area Council meeting will take place on Thursday 20th July from 4pm in Spittal. He asked if any Councillors were available to attend as TPO's in Rennington were on the agenda. All Councillors advised that they were unable to attend due to other commitments.

Cllr Watson asked councillors to consider the charges relating to the internal audit, and if they are happy to use the services of the same internal auditor in the future. Members discussed the charges and other options available.

RESOLVED

- (i) Information duly noted
- (ii) To contact NCC and request a copy of any reports submitted to Council relating to TPO's in Rennington
- (iii) To agree that the charge for the Internal Audit is that of 2015/16 charges
- (iv) To continue to use the services of the current internal auditor for 2017/18

The meeting concluded at 8.15pm.

Appendix B – Invoices to Pay

Supplier	Invoice Number	Description	Amount
Northumberland County Council	145309	Parish Council Insurance Renewal	£175.07

COUNTY COUNCILLOR REPORT

COUNTY COUNCILLOR WENDY PATTISON

wendy.pattison@northumberland.gov.uk – Tel. 07779 983072

RENNINGTON PARISH - A meeting will be held on September 1st 2017 at the Thronton Trout Fishery with County Councillor Wendy Pattison and 9 Parish Council Chairmen who represent the Parishes which lie within the Longhoughton Ward and include Ellingham, Edlingham, Eglingham, Rennington, Craster, Embleton, Longhoughton, Newton by the Sea and Powburn/Hedgeley Parish Councils. An excellent turnout/response has been received from all Longhoughton Ward Parish Councils. Cllr Kevin Burdett will represent Rennington along with 8 other Parish Councillors.

Flooding/Drainage at the Horseshoes – Repairs to the damaged highways drain at Rennington Village has taken place. British Telecom caused the damage about 3 years ago and tried to patch up the drain with a short section on 75mm duct. BT have accepted full responsibility for the damage and agreed to pay all the costs which NCC have incurred during this investigation. The broken kerb stone was replaced on Monday 7th August.

Request for a 30mph Speed Limit on the B1340 near to the Masons Arms – Following a request from residents, I have followed up an enquiry with NCC traffic management to reduce the speed limit on the B1340 which passes by the village. 30 mph is not feasible due to not enough houses located on the B1340 to merit this speed limit. I have requested the possibility of a speed reduction to 40mph and this has provisionally been agreed by NCC Traffic Management. A consultation will take place.

Reinstatement of SLOW Signs on the Rock Road – A job card has been raised for this work to be done.

Faster Broadband – This should now be available to all Rennington Village residents. Anyone who is unable as yet to request the appropriate equipment please let me know.

Northumberland County Council

Leader of the Council and Portfolio Holders

Leader of the Council - Cllr P Jackson

Deputy Leader – Cllr W Daley

Corporate Services and Cabinet Secretary Cllr N Oliver

Economic Development – Cllr R Wearmouth

Environment and Local Services – Cllr G Sanderson

Planning, Housing and Resilience – Cllr J Riddle

Culture, Arts and Leisure – Cllr C Homer

Adult Well-being and Health – Cllr V Jones

The Core Strategy – Consideration was given at the Council meeting on 5th July 2017 regarding a motion in relation to the Northumberland Local Plan Core Strategy which was submitted to Government for independent examination on 7th April, following approval given at the meeting of 22nd February 2017.

It was proposed at Council to rescind the previous decision to approve it and to formally withdraw the Core Strategy from the independent examination process and to advise the Secretary of State of this decision. - To instruct officers to undertake a full review of the housing and employment numbers, and strategic land use allocations, required during the plan period to sustain Country wide and regional economic growth; and, Resolve, to undertake the work to carry out the review and progress any necessary associated work and public consultation to enable the Council to reconsider approval of the Core Strategy for submission to Government as soon as practicable. ***This was agreed.*** Existing local plans such as the Morpeth Local Plan and the Alnwick and Denwick Local Plan, which have recently been adopted via referendum, will retain their existing considerable weight in planning applications when the NCC Core Strategy is rescinded.

Tour of Britain - Scores of the county's communities will get a grandstand view of some of the world's top cyclists after route details of the UK's largest and most prestigious cycle race were revealed. The Ovo Energy Tour of Britain will travel through the heart of Northumberland on Monday 4 September, passing through 26 communities and covering 117 miles. The race will start in Kielder Water and Forest Park at 10.15am and head out through Bellingham and Otterburn before heading towards the coast via Elsdon, Rothbury, Alnwick, Eglingham, Chatton, Belford and Bamburgh. It will then head down the stunning Northumberland coastline passing through the communities of Seahouses, Beadnell, **Embleton, Longhoughton**, Lesbury, Hipsburn Warkworth and Amble. This is a very exciting day for all our local communities and the cyclists will be passing through the villages of Embleton and Longhoughton.

Full Northumberland route details can be found at www.nlandtob.com, or for further information about the National Tour, please visit: tourofbritain.co.uk

Alnwick Playhouse

1. The Alnwick Playhouse will be owned by NCC
2. Building Maintenance and Statutory Testing will be carried out by NCC with the cost shared between NCC and the Alnwick Playhouse Trust based on respective area

occupied. These arrangements will be set out in the lease between NCC and the Playhouse Trust.

3. There will be a separate SLA between NCC and the Northumberland Theatre Company, who will move out of the Playhouse building, under which payments can be clawed back by NCC if the terms of the SLA are not met.

Area Council Meetings

North Northumberland Area Councils

There will now be 5 new Area Councils, North Northumberland, Ashington and Blyth, Tynedale, Castle Morpeth, Cramlington and Bedlington. These meetings replace the former Area Committees. Meetings in North Northumberland will take place at the Northumberland Hall, Alnwick and also at Berwick. It was felt these meetings will give control back to local communities. The membership is made up of the County Councillors who represent the 13 electoral divisions in the North Northumberland area. Northumberland County Council will make decisions which affect the whole County whilst local Councils will be responsible for their own areas.

Thursday 21 September 2017
Thursday 19 October 2017
Thursday 23 November 2017
Thursday 21 December 2017
Thursday 18 January 2018
Thursday 22 February 2017
Thursday 22 March 2018
Thursday 19 April 2018
Thursday 24 May 2018

All start at 4pm - The August, Dec, Feb and April are planning only. The Oct meeting will include discussions with town/parish councils. Sept, Nov, Jan, Mar and May ones are both planning and other LAC business

Community LED Housing

What is community-led housing?

Community Action Northumberland, in association with Social Regeneration Consultants, Glendale Gateway Trust and Northumberland County Council has begun a

project to build on Northumberland's success in delivering community-led housing, to identify the support required by individual communities and to identify specific opportunities. Part of the work involves establishing the level of interest there may be across the area. Parish and Town Councils potentially have a key role in supporting or providing community-led housing schemes.

The aim of this survey is to find out if community-led housing might make a difference in your village or town and whether, as a Parish Council, you would like to find out more about it.

Community-led housing schemes have six main features:

1. They put local communities in the driving seat. You decide where homes are built, what they look like and who occupies them; you create community assets which can generate income for your town or village which can be used to support other local priorities.
2. They are usually small scale - most developments are less than 10 homes and some are much smaller. No two developments are the same.
3. Although most schemes are usually set up and run by local people in their own communities, many are also supported by housing associations, local authorities or regional and national organisations.
4. They provide genuinely affordable homes for rent, shared ownership, sale or self-build on sites that are often difficult or even impossible for mainstream housing providers to develop.
5. Schemes meet long-term local housing needs, by the community exercising full control over how and where the homes are provided and retaining a legal and/or financial interest in them, ensuring they will always be available to local people who need them and at a price they can afford.
6. Community-led housing is not for profit, involving considerable voluntary effort from those who decide to become involved. It's an effort that several hundred communities across the country have already made, with many successful developments initiated by Parish Councils. Community-led housing schemes are now becoming very popular across the UK and Northumberland has much to build on. This project aims to encourage and support more communities here to take up the challenge.

For more information contact philip.soderquest@northumberland.gov.uk

Philip Soderquest, Head of Housing, Northumberland County Council, County Hall, Northumberland, NE61 2EF

XYZ Parish Council Policy ChecklistDevised from an article in The Clerk January 2015 – *Italics = possible action*

	Policy	Date adopted (if known)	Comments
1	<i>Corporate / Business Plan</i>	<i>Not adopted as such</i>	<i>The existing Parish Plan likely to be sufficient but becoming out-dated</i>
2	Annual Report	Chairman's report to annual parish meeting	To be published on website from 2016 onwards
3	<i>Financial Regulations</i>	<i>Adopted</i>	<i>Formal consideration each year required – do in Jan mtg</i>
4	<i>Risk Assessment</i>		<i>Annual consideration needed – do in Jan mtg</i>
5	Revenue Reserves Policy	Not adopted	No current requirement as level of reserves considered each year when precept agreed
6	Grant awarding policy and procedure	Policy adopted in 123	May be good practice to adopt in 2016 so ready for new Council in 2017
7	Insurance	Not adopted	No current requirement as actual policy considered by the Council each year
8	Internal Audit Controls and Review	Not adopted	Provision in Financial Regulations. Forthcoming audit changes may require a review
9	Procurement Policies	Not adopted	Procurement is agreed by the Council – no current need for a policy
10	<i>Standing Orders</i>	<i>Adopted</i>	<i>Formal consideration each year required – do in Jan mtg</i>
11	Code of Conduct	Adopted	NALC Code adopted – only review if necessary

	Policy	Date adopted (if known)	Comments
12	<i>Asset Register</i>	<i>Adopted</i>	<i>Annual review required for external audit</i>
13	Complaints Procedure	Adopted	Place on website
14	Document Management	Adopted	Dispatch to any new parish councillor
15	Equal Opportunities	Not adopted	No current obvious need – general legal requirements should suffice
16	Emergency Planning	No specific plan	Formalisation of emergency planning would be a considerable task in a community with a history of assisting each other. There is therefore no obvious need for a specific policy
17	Lone Working	Not adopted	As there is only one part-time employee, it is difficult to see what would be the purpose at the present time.
18	Community Engagement	Not adopted	No current obvious need
19	Marketing Strategy	Not adopted	No current obvious need
20	Events	Not adopted	No current obvious need as the Council does not promote events
21	Publicity	Not adopted	No current obvious need
22	Freedom of Information	The model publication scheme has been adopted	Check for any changes in advice from the ICO on a regular basis by subscribing to their newsletter
23	Data Protection	The Council is not currently registered	No current apparent need but check for changes in advice from ICO on a regular basis by subscribing to their newsletter

	Policy	Date adopted (if known)	Comments
24	Information, IT, Email and Internet Policy	No formal policy adopted	No current apparent need but check for changes in advice from ICO on a regular basis by subscribing to their newsletter
25	Social Networking	Not adopted	No current apparent need
26	Bullying & Harassment AKA Dignity at Work	No formal policy adopted	With one part-time employee, the Councillors' Code of Conduct and a complaints process would seem to be sufficient
27	Child Protection & Vulnerable adults	Not adopted	No current apparent need as the Council does not provide direct services to either class
28	Flexible working	Not adopted	No current apparent need as the Council does not have an office nor fixed hours for the clerk
29	Grievance & Disciplinary	Not adopted	No formal policy given the size of the Council. SLCC are preparing a recommended model as their existing model is from 2009 and is out of date
30	TOIL & Leave	No formal policy	No current apparent need as amount of leave set out in contract of employment
31	Training & Development	No formal policy	No current apparent need but details of local training is circulated to Councillors as routine.