

# DRAFT MINUTES OF KNARSDALE WITH KIRKHAUGH PARISH COUNCIL MEETING HELD MONDAY 13TH MAY 2019 AT 7.30p.m. IN THE COMMUNITY HALL

**Present:** Cllrs M Mennie (Chair), Cllrs JJ Raine (Vice Chair), A Armstrong, T Moore, J Reed, W Watson & I Hutchinson (NCC).

**Apologies:** Cllr. J Grieves

**1. Public Question** –Must be submitted in writing prior to Parish Council meetings to allow for a detailed and accurate response. None received.

## **2. Chair & Vice Chair:**

Chair: M Mennie - proposed by T Moore, seconded by J Reed, there were no other nominations.

Vice Chair: JJ Raine – proposed by M Mennie, seconded by W Watson, there were no other nominations.

Northumberland County Councillor: Cllr Hutchinson.

**3. Minutes (including any ratification of decisions taken) of meeting** held 11th March 2019 were agreed and signed.

**4. Declaration of Interest:** Planning – Cllrs Mennie, Reed & Hutchinson.

## **5. Matters Arising:**

Highway Issues: Caravan Park –Work completed. Dangerous for pedestrians walking the Pennine Way due to the crash barriers, Cllr Hutchinson to check with Rights of Way as to the correct route and implement the necessary action to rectify this issue. Patching ongoing, Tows Bank – trees need cutting back, The Eals – flooding at the site of old telephone box to be addressed.

Old School: Clerk contacted Charities Commission as advised by S Rickett's to try and progress. Valuation Office Agency paperwork completed.

The Hearse House: Parish Council to seek S Rickett's advice with application, the delay is due to S Rickett's other commitments.

South Tyne Railway: Gully (left hand) to high to catch rain water. Level Crossing – still no planning agreement, NCC Enforcement Officer has been involved on various issues and still waiting STR to comply/action as required. Pedestrian / Road Gates are being locked, sometimes up to 20 minutes – it is not allowed to block/close a highway without prior notification. The width of the footpath is still posing an issue. Trains standing in the station running engine for up to 20/25 minutes resulting in fumes and noise. Cllr Hutchinson to ascertain whether the transfer had taken place and to pass on the issues raised to the relevant people.

Northumbrian Water (Water Hole): NCC Rights of Way to meet with parishioner to gather the necessary information before contacting Northumbrian Water.

## **6. Parish Council's Projects:**

Play Park: Regular visual inspections being carried out. Clerk to draw up suitable paperwork for records. Cllrs thanked the Clerk for the assistance provided which has resulted in the extra amenity for the parish.

Culvert drain on the Village Green: Cllr Mennie to clear drain.

Seat Maintenance: Work on both seats done.

Scarecrow Competition/Industry & Produce Show: Saturday 14th September, same format as last year, Scarecrows to be display from 3rd September, all in place by Wednesday 11th September for judging. Put an article in the Local News, 'should we have a theme? if so suggestions'. If anyone would like to volunteer to help with the organisation or have any suggestions for the different classes etc. please get in touch with any of the Parish Councillors or the Clerk Ellen Walton.

## **7. Planning Applications:**

19/01229/VARYCO Variation of planning condition 5 (written verification report) in relation to application 18/03165/FUL – land south of Castle Nook Farm Kirkhaugh Northumberland

Cllrs Mennie, Reed & Hutchinson declared an interest and left the meeting. 19/01219/FUL: Proposal to remove existing UPVC conservatory and erection of a single storey oak framed house extension – Low Darkdale Walk Slaggyford CA8 7NW- Parish Council had no objections. Cllrs Mennie, Reed & Hutchinson rejoined the meeting.

## 8. Financial:

Monies: 297.05+ £74.56 = £371.61. PLUS final Play Park Grant £10,215.20 & 1<sup>st</sup> Precept Payment £2,281.50 = £12,868.31.

LESS: Knarsdale Estates loan £9,900, Community Hall hire/donation £175.00, Grass Cutting (April & May) £250.00, BHIB Insurance £498.90, Seat Maintenance £240, NALC Subscription £81.17, NALC Website £75.00 = £1,648.24 (includes £1,191 ring fenced Transparency Grant).

Risk Assessments: Financial & Management Risk Assessment document – no amendments – next review May, or earlier if necessary. Fidelity Guarantee it was agreed cover for £2,000 was adequate as cheques require 3 signatures Clerk's plus two cllrs and that any additional cost on insurance is disproportionate to the risk involved.

2018/19 Audit Report:– Annual Return for the year ending 31 March 2019 and statement of assurance completed and signed as appropriate, accounts had been verified by Internal Auditor, all relevant paperwork will be displayed. Cllrs had previously reviewed internal audit procedure and the present Internal Auditor to be asked to continue for another year. The appointed independent Internal Audit, is completely unbiased and competent to carry out the audit. As part of the audit they had full access to all documentation, including Auditor's briefing notes and discussion with Parish Clerk.

PKF Littlejohn LLP will be carrying out an audit this year, both income and expenditure exceeds £25,000.

## 9. Transparency, Open-ness & Accountability:

Nothing to report, policies, procedures etc – will continue to be reviewed and amended as necessary.

## 10. Tynedale Local Area Council:

Next meeting - Hexham House, Hexham on 14/5/19 at 6.00p.m.

## 11. Correspondence:

NCC Tynedale Local Area Council – Hexham House, Hexham on 14/5/19 at 6.00p.m.

NCC A689 Road – temporary closure.

North Pennines AONB – Annual Forum 22/5/19, High Force Hotel 1.30-5.00pm

Merchant Navy – Fly the Red Ensign 3/9/19

Dementia support at Haltwhistle – Tovertafel (Magic Table) demonstration 20/5/19 12-2.00pm Haltwhistle Hospital Community Room

## 12. Any Other Business:

None.

## 13. Date of Next Meeting: Monday 8th July 2019 at 7.30p.m.

Meeting closed at 9.20.m.