



**PLENMELLER WITH WHITFIELD PARISH COUNCIL**  
**Meeting 9<sup>th</sup> August 2021**  
**APPROVED MINUTES**

		<p>2. Continuation of widening of C322 –Included. Notices have gone up recently of work to be undertaken. The clerk was asked to clarify what this will entail.</p> <p>3. Resurfacing of road from Whitfield village to the school – Included. It is hoped this will be undertaken as part of the present works, the clerk to clarify.</p> <p>Cllr Hutchinson will clarify the SLOW sign and find out when that may happen.</p> <p>Members agreed to keep 2 and 3 on and to add the potholes on Dodd Bank. However, if 2 and 3 are definitely in hand, there is time to consider other priorities before the deadline in October.</p> <p><b>PROPOSED Cllr J Cousin</b> <span style="float: right;"><b>SECONDED Cllr O Norris</b></span> <span style="float: right;"><b>AGREED</b></span></p>																																																																
<b>36/21</b>	<b>Document Retention Policy</b>	<p>It was agreed to adopt the policy and to send minutes to Woodhorn. The clerk will scan minutes before sending.</p> <p><b>PROPOSED Cllr A Johnston</b> <span style="float: right;"><b>SECONDED Cllr O Norris</b></span> <span style="float: right;"><b>AGREED</b></span></p>																																																																
<b>37/21</b>	<b>Reports on Financial and Administration Matters</b>	<p><b>37/21.01 Bank Balances &amp; Income and expenditure as at 13<sup>th</sup> July 2021 - Noted</b></p> <p><b>37/21.02 Bank Reconciliation and Accounts for Payment 9<sup>th</sup> August 2021</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td style="width: 15%;">Appendix 2</td> <td style="width: 45%;">Plenmeller with Whitfield</td> <td style="width: 15%;"></td> <td style="width: 25%; text-align: right;">37/21.02</td> </tr> <tr> <td>Bank Reconciliation</td> <td>For Current Account</td> <td></td> <td></td> </tr> <tr> <td>Bank Balance as at</td> <td>15-Jul-21</td> <td></td> <td style="text-align: right;">2330.53</td> </tr> <tr> <td>Plus</td> <td>o/s Lodgements</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Less</td> <td>o/s Payments</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;">2330.53</td> </tr> <tr> <td></td> <td>Bal b/f 31st March 2021</td> <td style="text-align: right;">2045.73</td> <td></td> </tr> <tr> <td></td> <td>Receipts in the year</td> <td style="text-align: right;">1335</td> <td></td> </tr> <tr> <td></td> <td>Payments in the year</td> <td style="text-align: right;">1050.2</td> <td></td> </tr> <tr> <td></td> <td>Balance at</td> <td>15-Jul-21</td> <td style="text-align: right; border-top: 1px solid black;">2330.53</td> </tr> <tr> <td></td> <td>Payments For Approval at 12th May 2021</td> <td></td> <td></td> </tr> <tr> <td></td> <td>SMS Salary</td> <td style="text-align: right;">346</td> <td></td> </tr> <tr> <td></td> <td>Exp</td> <td style="text-align: right;">63.84</td> <td></td> </tr> <tr> <td></td> <td>HD&amp;JBC 1st Tranche</td> <td style="text-align: right;">523.79</td> <td style="text-align: right;">Due in October</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black;">£933.63</td> <td></td> </tr> <tr> <td></td> <td>Balance Forecast to 31st March 2021</td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">1396.90</td> </tr> </table> <p>The payments were approved.</p> <p><b>PROPOSED Cllr J Cousin</b> <span style="float: right;"><b>SECONDED Cllr J Johnston</b></span> <span style="float: right;"><b>AGREED</b></span></p>	Appendix 2	Plenmeller with Whitfield		37/21.02	Bank Reconciliation	For Current Account			Bank Balance as at	15-Jul-21		2330.53	Plus	o/s Lodgements		0	Less	o/s Payments		0				2330.53		Bal b/f 31st March 2021	2045.73			Receipts in the year	1335			Payments in the year	1050.2			Balance at	15-Jul-21	2330.53		Payments For Approval at 12th May 2021				SMS Salary	346			Exp	63.84			HD&JBC 1st Tranche	523.79	Due in October			£933.63			Balance Forecast to 31st March 2021		1396.90
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<b>38/21</b>	<b>Any Other Business</b>	<ul style="list-style-type: none"> <li>The pavements in Whitfield need weedkilling.</li> <li>At the Blacksmith shop there are 2 bushes by the gate that are very overgrown and need strimming back.</li> <li>Sycamore roots are growing through Bear's Bridge which could potentially undermine it.</li> <li>There are large potholes along Unthank Road which need attention.</li> </ul> <p>Cllr Hutchinson will look into the above.</p> <ul style="list-style-type: none"> <li>The speed signs are unreliable and registering the incorrect speeds. The clerk will investigate and try to organise a repair.</li> <li>The Church would like some Go Slow signs to put out onto the roadside when there are funerals and weddings. The clerk will ask Highways if this is feasible.</li> </ul>																																																																
<b>39/21</b>	<b>Dates and times of next meetings:</b>	<p>Parish Council Meeting: Monday 8<sup>th</sup> November 2021 7.30pm at The Elks Head, Whitfield.</p>																																																																