

BRUNSWICK PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF PARISH COUNCIL HELD ON WEDNESDAY 5th MAY 2021

Present: Councillors E. MacKinlay, J. MacKinlay and Ramsey.

In attendance: Roger Gray - Clerk

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from City Councillor Lower and Northumbria Police.

2. APPOINTMENT OF CHAIRMAN

RESOLVED - That Councillor E. MacKinlay be appointed Chairman of the Parish Council for the 2021/22 Municipal Year.

(At this point Councillor E. MacKinlay took the Chair)

3. APPOINTMENT OF VICE CHAIRMAN

RESOLVED - That Councillor M. Ramsey be appointed Vice Chairman of the Parish Council for the 2021/22 Municipal Year.

4. MINUTES OF THE LAST MEETING

RESOLVED - That the minutes of the meeting of the Parish Council held on 14th April 2021, including confirmation of any key decisions made under delegated powers, be approved as a correct and signed by the Chairman.

5. ENVIRONMENT AND HIGHWAYS

a) Potholes

The Chairman reported that the potholes had been filled. However, the potholes at the junction of Dene Avenue & Cheviot View still needed attention.

RESOLVED – That the information be noted, the City Council be thanked for the work done to date and be requested again to repair the patching of the potholes at the junction of Dene Avenue & Cheviot View.

b) Grey Street – Collapsed Chimney Stack

It was reported the electric cables had now been removed and scaffolding had been erected. However, there had been no work carried out on the property to make the chimney stack safe. The cordon was still in place and people were still using the cash point below the dangerous structure.

RESOLVED – That the information be noted.

c) Defibrillator

The Chairman reported that he had received a letter from the Northumbria Ambulance Service regarding the need for monthly checks to be carried out on the defibrillator and associated forms to be completed. He now had the code to access the defibrillator. Clarification was required in relation to any impact the rewiring of the rest Centre might have had on the equipment.

RESOLVED – That the information be noted.

d) Jubilee Park Play Area

The Clerk confirmed he had not yet received a response from the City Council regarding identification of funding for play equipment for toddlers and young children in the Park.

RESOLVED – That the City Council be requested to provide/install some play equipment for small children.

e) Box Hedge around Brunswick Village Sign, Darrell Street

RESOLVED – That the City Council be requested to dig out the box hedge as it was no longer pruned on a regular basis and quickly became overgrown and unsightly.

f) Community Centre

The operators of the Community Centre had invited members into the Centre over recent months to see what activities had been organized to support the community during lock down. This had included the provision of hot meals which had been well received.

The Centre had become a place where people could drop off/donate unwanted items of clothing, household goods and with charity shops being closed during lockdown there were now substantial quantities of items being stored in the building. This was a great resource for those in need however, reference was made the volume of items being stored which could pose a potential safety/fire hazard if there was an incident in the building.

RESOLVED – That the information be noted.

g) Brunswick in Bloom

Brunswick in Bloom were looking for more members so that it could increase its activities across the Village.

RESOLVED – That the information be noted and the opportunity to join Brunswick in Bloom be advertised on the Village's Facebook pages.

6. PLANNING MATTER

Applications for Planning Consent

It was reported that following a request from Dinnington Parish Council it now received hard copies of planning applications rather than having to access them on-line through the Planning Portal.

RESOLVED – That the Clerk ask the Planning Department if it will start to send hard copies of planning applications that were being shared for consultation.

7. HOUSING MATTERS

a) Reporting Requests for Repairs

The Clerk confirmed that he had reported all of the issues raised at the last meeting to YHN. However, he had been advised that due to the limited resources available in future tenants should report repairs direct to the City Council using “Repairline”.

The officers at YHN had to use the same system to report repairs. There was concern at the long delays before calls to the “Repairline” were answered and the alternative number 0191 2787878 had similar long delays when tenants were suing it. It would be a help if the system advised callers the position they were in the queue.

RESOLVED – That the information be noted and the comments made regarding the long delays in calls being answered and the suggested improvements to the system be forwarded to the City Council. no comments made on the application for planning consent for the proposed works.

b) The Rest Centre

The Chairman reported he had obtained a quotation to the repainting of the main room and entrance lobby at the Rest Centre. Following discussions with YHN it had been agreed that it would carry out the redecoration of the Rest Centre following the completion of the rewiring works. All areas had been repainted.

S. Smith had kindly washed and rehung the curtains. YHN had also employed two cleaners to come in following the completion of all of the works. They had done a great job and the building was now ready to be a polling station for the local elections tomorrow.

The Chairman confirmed that due to lock down and lack of time between discussing this and lock down being imposed quotations were never received for the replacement of the kitchen in the Rest Centre. One of the cookers had been removed.

One of the toilets was still not working and the Clerk agreed to contact Property Management to see what had happened in relation to the request for it to be repaired.

RESOLVED – That the staff of YHN be thanked for the work they had carried out at short notice to get the Rest Centre redecorated and cleaned in time for the local elections.

8. VACANCIES ON THE PARISH COUNCIL

There was a discussion regarding the best method for making people aware of the opportunity to put their name(s) forward to be coopted onto the Parish Council.

If members were aware of anyone who might be interested in being coopted onto the Parish Council they should forward this information the Clerk who would send them an expression of interest form to be submitted by 28th May 2021 for consideration. Members would then review the responses received and invite the applicants to a special meeting to discuss their interest in becoming a Parish Councillor.

RESOLVED – That the information be noted.

9. CRIME STATISTICS

The Clerk submitted the crime statistics that he had received from the Police as they were unable to attend the meeting.

RESOLVED – That the information be noted.

10. FINANCIAL MATTERS

a) Cheques for Signature (* signed since last meeting)

Cheques for Signature	
Cheque No.	Amount
	£
001230	30.00
001231	4.86

RESOLVED – That the information be noted.

Bank Balance May 2021 £12,410.98. (subject to pending transactions)

b) Annual Governance Statement 2020-21 (Section 1)

RESOLVED – That the annual governance statement submitted to this meeting for the year ending 31st March 2021 be approved.

c) Draft Annual Accounts 2020-21 (Section 2)

The Clerk submitted the draft annual accounts and copies of the trial balance for the year ended 31st March 2021. He drew members' attention to any significant variations between 2019-20 and 2020-21.

RESOLVED – That the draft annual accounts for the year ending 31st March 2021 as now submitted be approved.

d) Accounting Statement

RESOLVED – That the Accounting Statement and Explanation of Variances for 2020-21 be approved.

e) Certificate of Exemption

RESOLVED – That the Certification of Exemption 2020-21 be confirmed and approved.

11. URGENT DECISIONS

RESOLVED – That the Clerk, in consultation with the Chairman, be given delegated powers to make decisions and approve necessary actions to ensure the effective operation of the Parish Council business until it is safe to hold physical meetings of the Parish Council to be held on a regular basis / covid restrictions are fully lifted.

12. DATE AND TIME OF NEXT MEETING

RESOLVED – That the next meeting of the Parish Council (Annual Meeting) be held at 7:00pm on Wednesday 14th July 2021 via a Zoom meeting.

There being no further business the Chair closed the meeting at 7:40 p.m.

Signed: -.....Chairman

Date: -.....