

PLENMELLER WITH WHITFIELD PARISH COUNCIL
Meeting 16th May 2023
Draft Minutes

Present 7.10pm	Cllr J Blackett-Ord Cllr A Johnston Cllr J Cousin Cllr O Norris	Cllr J Johnston Cllr A Dale Clerk - Mrs Susan Saunders
17/23	Election of Chairman Cllr J Blackett-Ord was nominated and accepted the post. He signed the declaration of acceptance. Proposed Cllr A Johnston Seconded Cllr J Cousin AGREED	
18/23	Election of Vice Chairman and Committee Representatives: Vice Chair – Cllr A Johnston was nominated and accepted. Proposed Cllr J Cousin Seconded Cllr J Johnston AGREED Haltwhistle & District Joint Burial Committee Cllr A Dale offered to continue and was approved. Proposed Cllr A Johnston Seconded Cllr J Cousin AGREED	
19/23	Apologies for absence - Cllr V Harmer, Cllr I Hutchinson	
20/23	Declarations of Interest Cllr J Blackett-Ord declared an interest in any Whitfield Estate matters that may be raised.	
21/23	Public Questions - No questions	
22/23	Minutes of the meetings to be approved held on: Monday 13 th February 2023 Proposed Cllr J Johnston Seconded Cllr J Cousin AGREED	
23/23	Matters arising from previous Minutes not dealt with elsewhere in the current agenda The defibrillator has been checked and is on order. The seat has been painted but another couple of coats of paint is required and in hand. The sign at The Steel is set to go ahead subject to the appropriate advertising by Northumberland Country Council. Members asked if Cllr Hutchinson could be reminded about the flashing slow sign that he agreed to help with at Plenmeller. The potholes at Plenmeller have mainly been repaired. However, the gullies are needing cleared. The clerk to ask NCC to put this in their plan.	
24/23	Matters arising from the Annual Parish Meeting – no matters.	
25/23	Correspondence received since the last council meeting. The correspondence was noted.	
26/23	Northumberland County Council 26/23.01 County Councillor - no matters 26/23.01 Electoral Review - no comments	
27/23	Planning Applications 23/01576 Variation of condition 2 for 3 conservation rooflights at Whitehalls. No objection was raised. Proposed Cllr A Johnston Seconded Cllr J Johnston AGREED	

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28/23

Reports on Financial and Administration Matters

28/23.01 Bank Balances & Income and expenditure as at 30th April 2023

28/23.02 Bank Reconciliation and Accounts for Payment 16th May 2023

Appendix 2		Plenmeller with Whitfield		28/23.02
Bank Reconciliation For Current Account				
Bank Balance as at		30-Apr-23		£2,867.62
Plus	o/s Lodgements			£0.00
Less	o/s Payments	HSBC		£0.00
		Elks Head		£64.80
				£2,802.82
	Bal b/f 31st March 2023		£1,327.82	
	Receipts in the year		£1,475.00	
	Payments in the year		£0.00	
	Balance at	30-Apr-23		£2,802.82
Payments For Approval at 13th February 2023				
	Haltwhistle Town Council	Coronation Mugs	175.32	included in balance above
HSBC	DDR	Bank Charges	36.00	April -July 4 months
NALC	SMS PAY	Subs & website	147.18	
Zurich	SMS PAY	Insurance	314.47	
HDJBC	CQ	Budget Levy	572.18	
			1245.15	
	Balance Forecast to 31st May 2023			£1,732.99

The payments of £1245.15 were approved.

Proposed Cllr J Cousin

Seconded Cllr J Johnston

AGREED

28/23.03 Audit Requirements

28/23.03.01 To consider and agree any actions arising from the report of the internal auditor

28/23.03.02 To approve the Annual Governance Statement

28/23.03.03 To approve the draft annual accounts for 2022/2023

28/23.03.04 To approve the Accounting Statement and Explanation of Variances

28/23.03.05 To confirm and approve the Certification of Exemption

The above were all approved.

Proposed Cllr J Johnston

Seconded Cllr J Cousin

AGREED

28/23.04 To approve J Lill for the internal audit for 2022-23 and 2023-2024 – Approved.

Proposed Cllr A Johnston

Seconded Cllr J Cousin

AGREED

28/23.05 To review Risk Assessment for the internal audit. Members had not had sight of the assessment, the clerk will email it around.

29/23

Haltwhistle & District Burial Committee

Communication has been received from Northumberland County Council to say the Melkridge request to leave the Burial Committee is to be discussed at cabinet imminently.

29/23.01 Accounts for 2022-2023 – noted.

29/23.02 Scale of Fees – noted.

30/23

General Power of Competence – approved.

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31/23	Any Other Business Cllr A Johnston reported a sycamore growing in the stream running through the village. Cllr Blakett-Ord would have it investigated as it may cause problems. The subsidence at the Blacksmiths has not been sorted though, there are cones in place. The clerk was asked to contact NCC to find out when it is to be addressed.
32/22	Dates and times of next meetings: Parish Council Meeting – Monday 14 th August 2023 in Whitfield Village Hall commencing at 7.00pm.

DRAFT