

## RENNINGTON PARISH COUNCIL

**Clerk:** Deb Still, c/o 26 Swansfield Park Road, Alnwick, NE66 1AT

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### MINUTES OF PARISH COUNCIL MEETING

Minutes of the meeting of the Rennington Parish Council meeting held at 7pm on Thursday 12<sup>th</sup> January 2023 at Rennington Village Hall.

**Present:** Cllrs Robert Dixon (Chair), Fred Bosanquet, Phil Green, Katie Robertson, Andy Sisson, Alan Tremlett, Ian Woods.

**In attendance:** Deb Still (Parish Clerk), 2 members of the public.

The meeting opened at 7pm.

**6/23 Apologies for Absence**

Cllrs Stephen Baggott, Lalage Bosanquet, Karl Nielsen.

**7/23 Declarations of Interest**

Cllr Dixon declared an interest in item 24/23.

**8/23 Public Participation Time**

No issues were raised by members of the public.

**9/23 Minutes of the Meetings of 8<sup>th</sup> December 2022 and 5<sup>th</sup> January 2023**

It was RESOLVED that the minutes of 8th December be accepted and signed as a correct and true record. It was RESOLVED that the minutes of 5<sup>th</sup> January 2023 be accepted and signed as a correct and true record with an amendment to the date of the meeting to read 5<sup>th</sup> January (instead of 18<sup>th</sup> August 2022).

**10/23 Matters Arising from previous meeting**

Cllr Dixon had circulated a paper in advance to show current roles and responsibilities and identify gaps that needed filling by Councillors. All Councillors will consider different roles and how they can support an effective and efficient Council in the future. Councillors to inform the Clerk of their interests and any additional identified roles and/or responsibilities they are already undertaking for further discussion at the next meeting.

**11/23 Precept**

The budget was considered and the indicative tax base that has been set by Northumberland County Council. The precept was AGREED to be set at the amount of £7340 in order that there would be no increase to the Parish for the Parish Council element of the Council Tax for the year 2023/24.

**12/23 Review of Policies & Procedures:**

- i) Standing Orders – AGREED to defer this review to the next meeting.
- ii) Financial Regulations – AGREED to defer this review to the next meeting.

iii) Reserves Policy. The Clerk had circulated an updated Reserves Policy which was AGREED (proposed by Cllr Sisson and seconded by Cllr Green).

**13/23 Planning Matters**

**22/03508/FUL** - 3 Rock Moor Farm Alnwick Northumberland NE66 2TG.

It was AGREED that no comment would be made at this stage. Cllr F Bosanquet will talk to residents and report back to the next meeting on issues concerning boundaries and access to other properties on the terrace.

**14/23 Parish Community Resilience & Emergency Plan**

Cllr Green has reviewed and updated the RPC CREP further to consultation with members of the team. Cllr Green will further consult with the NCC Civil Contingencies Officer and bring the final draft plan to a future meeting for review and agreement.

The RPC logo printed High Viz jackets for the Volunteer Team have arrived and the head torches and lanyards/ID cards will be ordered and distributed together by Cllr Green.

**15/23 Awards for All Grant**

The three noticeboards have been installed today and look very smart. Now that the boards have been purchased, the other outstanding items agreed at the August meeting will be ordered. The Clerk will bring a detailed update to the next meeting of items purchased against the grant awarded and clarify the necessary reporting requirements to the National Lottery Fund.

**16/23 Neighbourhood Development Plan**

An update was circulated in advance. AECOM has sent the Working Group a draft copy of the Housing Needs Assessment for the Parish which has been commented on and returned. Once received, the final report will be shared with residents. It was AGREED that an Affordable Housing Officer from Northumberland County Council would be invited to an RPC meeting (a single item meeting in addition to the usual monthly meetings) that will be open to the public. It was NOTED that Jane Dixon has resigned from the NDP Working Group.

**17/23 RPC Planning Application 22/03766/VARYCO to remove/turn off the five streetlights**

No decision has been made by NCC yet on the application nor whether it will be submitted to the North Northumberland Area Council for a decision. It was NOTED that the Ecology Officer of the NCC and the AONB have both submitted statements in support of RPC's application.

**18/23 Rennington Village Hall**

**i) Update on lease**

The Clerk sent the agreed letter to the Management Committee of the RVH on 19<sup>th</sup> December. No reply has been received but no reply is required.

**ii) Other updates**

The Northern Powergrid Community Partnering Fund has awarded a grant of just under £20k that will fund the solar panels in full. Northumberland Estates has confirmed the works can go ahead subject to certain assurances re insurance cover for damage during the installation. No other grants applications have been made at this time. This should enable the RVH to be used as a Community Hub/Safe Centre where there is a parish power outage.

**19/23 Training**

Cllrs F Bosanquet and Sisson attended NALC training on an Introduction to Parish Finances in December that was useful.

**20/23 Parish Newsletter**

The copy deadlines for submissions are the following: Spring 27th February 2023 (for distribution w/c 20<sup>th</sup> March); Summer 22nd May 2023 (for distribution w/c 12<sup>th</sup> June); Autumn 4th September (for distribution w/c 25<sup>th</sup> September); and Winter 23rd October 2023 (for distribution w/c 13<sup>th</sup> November). The Editors confirmed that copy submitted by RPC within the editorial guidelines may be published unchanged but that the Editors retain editorial control and may negotiate with RPC on the length and content of articles. Councillors will prepare draft copy for the next edition and will circulate it to all Councillors before the next meeting for agreement at the meeting. The Clerk will send meeting dates and details of any upcoming events to the Editors for inclusion.

**21/23 County Councillor Reports for January**

The written report was circulated in advance.

**22/23 Setting Dates for RPC Meetings 23-24**

A proposal was circulated in advance and the dates were agreed, including the Annual General Meeting. It was AGREED that the Annual Parish Meeting would be a separate meeting again this year in April and the Clerk will check the availability of the Hall and book it on an appropriate date.

**23/23 Financial Matters**

**i)The Financial Report** and update of Lloyds Bank Account balances were NOTED:

Treasurer's Current Account Balance (at 31.12.22) **£11,524.45**

Business Bank Instant Reserve Account (at 31.12.22) **£16,753.56**

**ii) Current payments were AGREED:**

Clerk's Mileage to RPC and return 5 & 12.1.23 **£8.10**

NALC Invoice 2 x Cllr Training Dec 2022 **£20.00**

Vodafone Mobile Phone **£15.00**

Minimum data allowance for phone **£5.00**

100 magnets for the new noticeboards **£36.00**

**vi) Bank Reconciliation by Councillor**

Cllr Green has checked the Bank Reconciliations of the two Council bank accounts pursuant to Financial Regulations 2.2 and confirmed that the accounts reconcile.

**vii) Online Banking**

Cllr Baggott has received all documents and sign in machines for online banking. The Clerk has written to HMRC Basic for details of the log in credentials as an RPC account already exists but there is no record of the PAYE account details.

**24/23**

**Correspondence**

Cllr Dixon left the Meeting and Cllr Tremlett Chaired the meeting for this item. An email has been received from Jane Dixon, the Editor of Rennington & Rock Community News (RRCN) to inform the council that she will be recommencing publication of the RRCN as Sole Editor. The Editor will not be seeking funding from RPC although there will be a cost implication for any reports that RPC submits for publication that will be discussed and agreed in advance. The Editor has also informed RPC that the title 'Rennington & Rock Community News' is copyright protected. The additional newsletter is entitled 'Community Talk in Rennington, Rock & Stamford' and the Council AGREED it was sufficiently different so as not to raise copyright issues.

Cllr Dixon returned to the meeting after this item was discussed.

**25/23**

**Any Other Business for Information Only**

i) Cllr F Bosanquet updated the meeting on the potential Petanque Surface in Rock – applications will be made for funding and a demonstration/fundraising event on a temporary gravel surface is being considered for around April. There is no Petanque surface between Yorkshire and Berwick and RPC AGREED they would support the provision of one in Rock.

ii) Cllr Robertson inquired about shared email accounts and Data Protection for new Councillors. The Clerk confirmed that shared email accounts should not be used and that free Gmail accounts can be set up by each councillor so that all Council business can be conducted using that dedicated email address. The Clerk also reminded Councillors that confidential council documents and those with personal information on should not be stored on personal computers but regularly deleted in a timely manner unless a lawful basis for the councillor to store details is identified (which will be rare).

The Meeting closed at 8.20pm.

**Date of Next Meeting – 7pm on 9<sup>th</sup> February 2023.**

**Future Meeting Dates**

9th March 2023