

# Haltwhistle Town Council Meeting

15<sup>th</sup> May 2023

## APPROVED MINUTES

Present 18.10	Cllr A Sharp Cllr M Ridley Cllr J Hunter Cllr M Hodgson	Cllr C Banks Cllr J Clark Cllr T Christie	Clerk – Susan Saunders
<b>83/23</b>	<b>Election of Officers</b>		
	<b>83/23.01</b> Election of Chair – Cllr Sharp was nominated and accepted the position. He signed his declaration of acceptance. <b>PROPOSED Cllr J Clark                      SECONDED Cllr J Hunter                      AGREED</b>		
	<b>83/23.02</b> Election of Vice-Chair – Cllr M Ridley was nominated and accepted the position. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Hodgson                      AGREED</b>		
<b>84/23</b>	<b>Apologies for absence</b> , Cllr G Ridley, Cllr M Forrest, Cllr J Elliott Cllr I Hutchinson.		
<b>85/23</b>	<b>Chair's Report</b> – the report was noted and is included in the annual report. Copies can be obtained in the library or from the clerk.		
<b>86/23</b>	<b>Clerk's Financial Report</b> - the report was noted.		
<b>87/23</b>	<b>Appointments to other Bodies</b>		
	<b>87/23.01</b> Haltwhistle and District Joint Burial Committee - 3 members It was proposed that the current members are appointed. Cllr A Sharp, Cllr M Ridley, Cllr J Elliott. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr J Hunter                      AGREED</b>		
	<b>87/23.02</b> Haltwhistle Partnership Limited Board of Directors – No appointments were made and it was agreed to defer this to the June meeting.		
	<b>87/23.03</b> Police Liaison Officer – Cllr M Forrest was nominated to continue in the role.		
	<b>87/23.04</b> Staffing Committee – It was agreed that the current members were appointed and noted that 2 appointees will be from the Burial Committee. Cllr J Elliott, Cllr J Hunter and Cllr M Hodgson. The fourth appointment will be deferred to the June meeting. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b>		
	<b>87/23.05</b> Burn Field Village Green Working Group Cllr M Hodgson and Cllr T Christie were nominated and accepted. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b>		
	<b>87/23.06</b> Renewable Energy Working Group – Cllr J Clark would still like to be the representative but is unable to attend Zoom meetings.		
	<b>87/23.07</b> Flood Working Group Cllr T Christie and Cllr C Banks both signed up as volunteers for this group and accepted the position as representatives for the council. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr T Christie                      AGREED</b>		
<b>88/23</b>	<b>Policy Reviews</b>		
	<b>88/23.01</b> Granting of Honorary Freedom of the Town – Members are keen to adopt this but need 8 present to approve. It will stay on the agenda for the time being.		
	<b>88/23.02</b> General Power of Competence – there are just enough councillors for this to be adopted and so was approved.		
<b>89/23</b>	<b>Public Questions</b> – A letter was received by a resident asking if the council could do anything about the cars parking on the grass verges over the metal bridge along Tyne Road. The clerk has explained to the resident that the council have already tried to address this issue and have been informed by the police and parking warden that nothing can be done. Members asked that the clerk contact NCC again about this issue.		
<b>90/23</b>	<b>Declarations of Interest</b> The Chair reminded members of the Council of their duty to declare an interest at each agenda item, and he informed everyone that that the initials of Councillors declaring an interest will be listed in a column on the Minutes.		

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91/23	<p><b>Minutes of the meeting for approval held on:</b> Monday 3<sup>rd</sup> April 2023 - The minutes were approved. <b>PROPOSED Cllr A Sharp</b>                      <b>SECONDED Cllr J Hunter</b>                                              <b>AGREED</b></p>
92/23	<p><b>Matters arising from previous Minutes not dealt with elsewhere in the current agenda</b> – The clerk was asked to contact Karbon Homes about the walkways from Newholme Ave to find out if anything has been tidied. The clerk was asked to write to Neil Snowden, David Laux and copy Glen Sanderson about the 20mph issue on Comb Hill and to ask when they conduct the speed survey, to make sure the top of Comb Hill is surveyed along with the bottom. The tree from Wannop has been planted on the Memorial Garden for the Coronation. Members will go and look to see where it is.</p>
93/23	<p><b>Matters arising from the minutes not covered elsewhere in the agenda</b> The draft minutes from the meeting were presented and noted.</p>
94/23	<p><b>Grounds Report</b>  <b>94/23.01</b> To approve replacement of two Kompan tyre swings on the Comb Hill play area at a cost of £1257.76.  <b>PROPOSED Cllr T Christie</b>                      <b>SECONDED Cllr M Ridley</b>                                              <b>AGREED</b>  <b>94/23.02</b> Updates on litter pick and next date to agree. Sunday 18<sup>th</sup> June at 10.00am.            Notices will go out on Facebook and posters displayed.  <b>94/23.03</b> Comb Hill – fencing issues in play park – A complaint has been received from a resident at the bottom of the play area where the tall fence stops. As this stops before their garden they have complained that rubbish is being thrown over the wall. However, the tall fence has never been the full length of the gardens as it is there for the football area.            Members will monitor this situation and the clerk will respond.  <b>94/23.04</b> West End Grass Cutting –It was agreed that the clerk would contact a contractor to undertake cut to help the burial committee get up to date with the grass cutting. The April payment has not been made and payments will begin at the end of May unless the cemetery staff have not undertaken a cut.  <b>PROPOSED Cllr T Christie</b>                      <b>SECONDED Cllr M Ridley</b>                                              <b>AGREED</b>  <i>6.50pm Cllr's T Christie and C Banks left the meeting for a prior engagement</i>  <b>94/23.05</b> Hanging Baskets – to approve current contractor for 2023.            It was agreed to ask Michael Lawson to provide the hanging baskets this year.  <b>PROPOSED Cllr M Ridley</b>                      <b>SECONDED Cllr M Hodgson</b>                                              <b>AGREED</b>  <b>94/23.06</b> Access lane between chemist and barbers – to contact NCC about cars parking            The clerk was asked to contact NCC and find out if the road is adopted or private.  <b>94/23.07</b> Public Seating and Bus Shelters – no matters  <b>94/23.08</b> Public Footpaths, Lighting and Amenities – the clerk was asked to email NCC for a later locking of the toilets.  <b>94/23.09</b> Flagpole – Members would like to know what protocols would need to be in place if they undertook ownership of the flagpole.</p>
95/23	<p><b>Northumberland County Council (NCC)</b>  <b>95/23.01</b> Report from County Councillor – Cllr Hutchinson had reported to the clerk that he has asked NCC for lighting in the memorial park and another speed survey to be undertaken on Comb Hill. He had no other news to report.  <b>95/23.02</b> Electoral Arrangements Consultation – noted.  <b>95/23.02</b> Grounds contract -to approve 6% uplift due to inflation. Members agreed the uplift as per the terms in the contract. They also agreed to increase by 6% the amount paid to the Burial Committee for the West End grass cutting as the price paid reflects the rate used by NCC.  <b>PROPOSED Cllr A Sharp</b>                      <b>SECONDED Cllr M Ridley</b>                                              <b>AGREED</b></p>
96/23	<p><b>Police in Haltwhistle</b> There will be a drop in by the police on Saturday 20<sup>th</sup> May. Members, therefore,</p>

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	agreed to defer the quarterly meeting until September.
97/23	<p><b>Neighbourhood Plan</b> Haltwhistle has been designated a neighbourhood plan area by both NVV and The National Park. The next stage is to have a meeting with NCC and other interested parties. It was agreed to hold a meeting at 5pm before a council meeting. The clerk will arrange this and send details around.</p>
98/23	<p><b>Planning Applications.</b> 23/01309/FUL Summer house in rear garden (retrospective) 29 Woodhead Park. No objection. 23/01491/FUL Agricultural unit for storage, land north of Greenholes, Shield Hill. No objection <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b></p> <p><b>Other Planning Matters</b> 21/02112 Erection of wind turbine – Westfield, North Road – <b>GRANTED</b> 23/00390/1 Platform Ramps and LBC– Haltwhistle Station -<b>GRANTED</b></p>
99/23	<p><b>Grant Requests</b> <b>99/23.01</b> Coronation Accounts – the accounts were not completed but approved so far. Complete accounts will be included when the sale of mugs and other expenses to pay are included. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b> <b>99/23.02</b> Carnival Committee – it was agreed to grant £500 and ask if they would complete the grant application form for the June meeting. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b></p>
100/23	<p><b>Insurance</b> The clerk has been in contact with 3 companies but has only received two quotes. It was agreed to wait for the third quote and depending on the amount, give the clerk delegated authority to insure with BHIB. <b>PROPOSED Cllr A Sharp                      SECONDED Cllr M Ridley                      AGREED</b></p>
78/23	<p><b>Reports on Financial Matters</b></p>

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Financial Matters:				£	
<b>101/23.01</b>	<b>Bank and cash balances as at 30th April 2023</b>				
	Current Account			92,998.30	
	<b>TOTAL</b>			<b>92,998.30</b>	
<b>101/23.02</b>	<b>RECEIPTS</b>				<b>Included in balance above</b>
	NCC			71250	1st tranche
	HMRC			3771.98	VAT
	JBC			659.08	PAYE, Pension & payroll March
	Grant from NCC			480	For Coronation
	JBC			144	Clerks hours for JBC
				<b>76305.06</b>	
					<b>Not Included in balance Above</b>
	N Powergrid			36.84	Wayleave
				<b>36.84</b>	
<b>101/23.03</b>	<b>Accounts for payment 15th May 2023</b>	Pay \method	Incl VAT	£	<b>Included in Balance Above</b>
	Top Signs	Direct		33.6	Dog dispenser stickers
	JRB Enterprises	Direct		325.2	Dog Bags
	Blakes Printers	Direct		107.00	Coronation Brochures
	<b>Total</b>			<b>465.80</b>	
					<b>Not Included Above</b>
	H&DJBC	Direct		10,304.96	1st Tranche
	PPH	Direct		138.47	sand paper, red & yellow swing paint, Seat Varnish
	Tyne Valley CRP	Direct		10.00	Subscription
	Haltwhistle Library	Direct		60.00	2nd & 15 May
	SLCC	Direct		187.00	Subscription
	H&DJBC	Direct		159.75	April Inspection & dog bags estimated
	Graham Treloar	Direct		60.50	Swing repairs Comb Hill
	NALC	Direct		75.00	Website
	NALC	Direct		583.01	Subscription
	Npower	Direct		1,021.57	Still under negotiation
	Cllr J Elliott	Direct		18.22	Expenses for printing for confidential staffing notes
	Insurance	Direct		2,000.00	Estimated; Amount to be approved
	Trend	Direct		162.00	Medals for competition entries SMS Paid
	R Miller	Direct		370.00	185 ices @ £2 for Coronation
	S Patterson	Direct		200.00	Bouncy Castles for Coronation
	A Jackson	Direct		120.00	Estimate Decorations for Coronation
					Ink, paper, prizes & decorations for coronation, refreshments for annual meeting & community workers
	Susan Saunders	Direct		329.02	
	Monthly Amounts	Direct/DDR		3,983.75	
	<b>Total</b>			<b>14,780.48</b>	
	<b>TOTAL FOR APPROVAL</b>			<b>15,246.28</b>	

The payments of £15246.28 were approved.

**PROPOSED Cllr M Ridley**

**SECONDED Cllr M Hodgson**

**AGREED**

**101/23.04** Bank Reconciliation/Income & Expenditure as at 30<sup>th</sup> April 2023– noted.

#### **Other Financial Matters**

**101/23.05** To approve the quote and amount of donation for the Xmas lights. The quote received from Postma Electrical in accordance with the agreement is £7326 inclusive of VAT. It was agreed to pay £4000 towards this with the remainder being donated by The Chamber of Trade.

**PROPOSED Cllr A Sharp**

**SECONDED Cllr M Ridley**

**AGREED**

**101/23.06** To approve J Lill as the internal auditor for 2023-2024.

**PROPOSED Cllr A Sharp**

**SECONDED Cllr J Hunter**

**AGREED**

**102/23**

#### **Haltwhistle Partnership**

Cllr Sharp reported that the charity shops are now up and running. The water tower is to be let to TVCRP who will run a gift shop and café.

**103/23**

#### **Haltwhistle Swimming & Leisure Centre**

The leisure Centre has sold a good number of season tickets. New play equipment has been purchased and the plant fare will be held on Saturday 20<sup>th</sup> May.

**104/23**

#### **Haltwhistle & District Joint Burial Committee**

The next meeting is on Wednesday 7<sup>th</sup> June.

The clerk reported that 7.5 hours extra have been worked and it was agreed to invoice for £135.

**105/23**

#### **Correspondence received since last Council Meeting**

A letter has been received from Barclays announcing the closure of the Haltwhistle branch in August 2023. It was agreed to write to the bank to express the dismay of council.

Signed Chair:

Date: 5<sup>th</sup> June 2023

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106/23	<p><b>Town Council Office</b> <b>Resolution to Exclude Press and Public</b> To consider a resolution to exclude the public and accredited representatives of newspapers from the following item relevant to a subject which affects the Council's area.</p> <p><b>Resolution</b> "That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and, they are instructed to withdraw."</p> <p>This resolution is moved under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.</p> <p><b>PROPOSED Cllr M Hodgson                      SECONDED Cllr J Hunter                      AGREED</b> <i>Cllr A Sharp and Cllr J Clark declared an interest.</i></p> <p>As the council was no longer quorate the following was proposed for the next meeting. The Council will no longer use the Old Estate office as their main office with the hope they will be able to return to the library in the near future. The clerk will work from home and meeting will be booked at the library.</p>
107/23	<p><b>Dates and times of next meetings</b> Grounds Meeting –22<sup>nd</sup> May 2023 Town Council Meeting – Monday 5<sup>th</sup> June 2023 – 6.30pm in the library, first floor The meeting closed at 20.15.</p>

AS  
JC