

Minutes of the annual meeting of Warden Parish Council held on Monday 13th May 2024 commencing at 705pm in Newbrough Town Hall

Those Present: Cllrs S Robson (Chairman), Cllr SJ Heminsley, Cllr D Bowman, Cllr J Martin, Cllr G Charlton, Cllr D Liddle, Cllr L Kay, Cllr WJ Foot, County Cllr N Morphet, C Miller (Clerk/RFO)

2024/36 Apologies for Absence

There were no apologies for absence.

2024/37 Declaration of Members Interests

Cllr G Charlton declared an interest in allotments.

2024/38 Election of Chairman

RESOLVED:

Cllr S Robson proposed and seconded as Chairman and duly elected.

2024/39 Election of Vice Chairman

RESOLVED:

Cllr G Charlton proposed and seconded as Vice Chairman and duly elected.

2024/40 Opportunity for members of the public to raise any matter

Further road closure signage in place, presumed to be for planned works. County Cllr reported the entire A69 to East Fourstones is to be surface dressed. Litter bin in Sidgate requires emptying - area within Newbrough parish. Parishioner in favour of the new level crossing, however multiple road closures had been required. Drain from Butt Bank marked for works - County Cllr had toured the ward with NCC Officer, however repair date(s) unknown. Road ripped to shreds opposite new house at Butt Bank, parishioner to report via Fix My Street. A large number of vehicles were using the Cricket Club car park in the evenings, which could lead to anti-social problems.

2024/41 Minutes of previous meeting held on Monday 4th March 2024

RESOLVED:

Members agreed the minutes of the previous meeting held on Monday 4th March 2024 were a true record, further to amendment of "One" management " to "Land" management under Agenda Item NO: 2024/22.

2024/42 Allotments

Non-resident wished to be added to the allotment waiting list.

RESOLVED:

Clerk to check allotment contract and ascertain if non-residents were eligible.

D Liddle to permanently fix pump to well.

2024/43 Community litter pick

Next litter pick scheduled for Sunday 19th May 2024, to meet 10am at the Beacon.

2024/44 Roads/footpaths/village maintenance

Mossy repaired in March. Works encompassed pipe being jetted, tree roots drilled out, improvements to existing gullies, addition of gullies and several trees felled due to roots affecting drainage. Network Rail to deal with two blockages. Flooding and Coastal Erosion Risk Management team involved, with area to be monitored after heavy rain to assess any future land management requirements. Working with the land owner would set a precedent for County Council. NCC had investigated

sunken patches at Crossgates, however Highways Maintenance do not believe any works are required. Cllr S Robson to speak to further landowner in relation to joint working, as discussed above. Road edges from Whinny hill to pumping station and down to Walwick Grange becoming increasingly dangerous, with a 4" drop from the tarmac. Proposal had been included within a previous Local Transport Plan request – County Cllr to ascertain whether works would be considered under the Local Transport Plan. Vegetation on footpath from school to garage required trimming.

RESOLVED:

Cllr G Charlton to ask gardeners to trim vegetation affecting footpath.

Cllr S Robson to re-contact landowner in relation to working with the County Council to improve drainage/road issues.

2024/44/01 Progress regarding the reduction in speeding traffic through the village

Drawings to be shared in due course regarding the detailed design of phase two. Repeated traffic speed survey arranged.

2024/44/02 To receive update on proposed village signage/planters

Concrete foundations installed, holes drilled for stainless steel rods, works imminent.

2024/44/03 To receive update on new location for recycled seating

No further information received from landowner.

RESOLVED:

Clerk to re-contact landowner (superseded further to agenda item 2024/44/05).

2024/44/04 To receive update on larger bin for dog waste at Crossgates

Bin had been installed.

2024/44/05 To receive update on repair to Coronation seat

Repair organised. A further seat required minor repair, and another seat in disrepair with 100% wood replacement required.

RESOLVED:

Seating for Crossgates to be used to replace seat in disrepair, subject to it being a suitable size.

Cllr's Liddle and WJ Foot to fit seating.

WJ Foot to dispose of concrete from old seating.

2024/44/06 To receive update on play area repair(s)

Gravel being cleared from play area.

2024/45 Planning

2024/45/01 Planning Application received and approved

- 24/00689/FUL: The Cottage, Butt Bank – proposed rear extension and re-modelling of ground floor – Parish Council had submitted no objections.

2024/45/02 To consider issues relating to Prudham Quarry Planning Proposals

No progress. Case Officer waiting for application to discharge pre-commencement conditions. Quarrying to commence Autumn 2024 at the earliest.

2024/46 Reports

2024/46/01 Town Hall

Nothing to report.

2024/46/02 Northumberland County Council

Bus board had met and agreed Terms of Reference. Next meeting would be to agree the engagement process. A review of parliamentary districts and polling stations underway, Humshaugh Ward generally satisfactory, however any suggestions can be passed to County Council.

2024/46/03 Sportsfield Association/Newbrough First School – Repair to MUGA steel fencing – to receive update regarding establishing the MUGA as a sustainable community/school facility

Grant had been submitted to Community Foundation but had been unsuccessful. County Cllr to consider contributing through his members scheme.

2024/47 Financial Matters

2024/47/01 To approve the following payments

PAYABLE TO	DETAIL	NETT	VAT	GROSS
C Miller	March/April 2024 Salary	£477.71	NIL	
	Expenses	£32.49	NIL	
Mijan	Accounts package subscription	£60	NIL	
Northumberland Association of Local Councils	Annual subscription	£152.07	NIL	
	Annual website fee	£75.00		
Clear Insurance Management Ltd	Annual insurance premium	£509.77	NIL	
M Ackroyd	Internal audit fee	£175	NIL	
	Printing, postage	£5.00		
D Charlton	Gardening	£432	NIL	
B Gustard	Gardening	£412		

RESOLVED:

Members approved the payments.

2024/47/02 To consider training requirements for use of defibrillator

L Kay reported the British Heart Foundation had launched a new training package in the use of defibrillators, with drop-in session to be organised at St Aidan's in due course. Event to be publicised via community email, and posters displayed within the parish.

2024/48 The Railway Inn

Nothing to report.

2024/49 To receive update from Climate Change Group

New County Council climate change draft action plan going to cabinet 11/6/24. County Council website not yet launched. County Council Climate Change Team currently without a team leader. Funding application for feasibility study on old North Tyne railway submitted. Warmer homes scheme coming to an end with government funding to cease. County Cllr and Northumberland County Council Communities Together publicising the scheme, with event to be held in Newbrough Town Hall 5/6/24, 7pm.

2024/50 To consider Crises Management in the parish

Plan adopted and currently being distributed to residents. Anyone who may require special assistance to be identified. A list of addresses and telephone numbers to be held.

RESOLVED:

Plan to be distributed to all residents by July 2024 Parish Council meeting.

Collating of details to be considered at July 2024 Parish Council meeting.

2024/51 Audit of Accounts y/e 31/3/24

2024/51/01 To consider and agree actions arising from the report of the internal auditor, as follows:

1. To show the split between the net amount paid and vat when reporting any payments to the Council. Recommendation accepted.

2. To consider the preparation of a Grants policy and background papers required for the Council to consider for any future applications that might be made say in excess of £100 (or such other amount as may be agreed by the Council).

Recommendation accepted.

RESOLVED:

Clerk to draft grant awarding policy for consideration at July 2024 Council meeting.

3. To refer in the Minutes the powers under which any grants have been made. Recommendation accepted.

4. To consider the inclusion of the additional wording as referred to in the PLANNING Paragraph on page 4 of the internal audit report. Recommendation accepted.

2024/51/02 To approve the Governance Statement

RESOLVED:

Members approved the Governance Statement.

2024/51/03 To approve the draft annual accounts for 2023/2024

RESOLVED:

Members approved the draft annual accounts for 2023/2024.

2024/51/04 To approve the Accounting Statement and explanation of variances

RESOLVED:

Members approved the Accounting Statement and explanation of variances.

2024/51/05 To approve the Exemption Certificate

RESOLVED:

Members approved the Exemption Certificate.

2024/51/06 To approve public right of inspection dates of 3th June to 12th July 2024

RESOLVED:

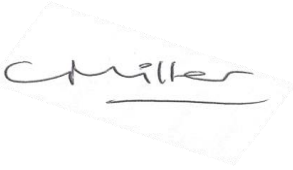
Members approved the public right of inspection dates of 3rd June to 12th July 2024.

2024/52 Urgent Business/Items for next agenda

It was noted a cyclist in the parish was to apply to Sport Tynedale for funding. As the Parish Council contribute an annual sum to the organisation, the resident was eligible to apply for funding. Newbrough School Headteacher stepping down and who had made a huge contribution to the school and pupils. Clerk to forward a letter of thanks. There was a large amount of street furniture within the two parishes, and proposal for information plaques stating the Parish Council had provided the items to be considered at next meeting.

2024/53 Date of Next Meeting

The next meeting of Warden Parish Council will be held on Monday 1st July 2024 commencing 7pm in Newbrough Town Hall.



Claire Miller, Clerk to Warden Parish Council

The meeting closed at 825pm

ACTION	RESPONSIBLE
Defibrillator(s)	Training to be held at St Aidan's, date to be confirmed
Allotments	Clerk to ascertain whether non-residents can request a plot. D Liddle to permanently fit pump to well.
Road issues	S Robson to again speak to landowner in relation to working with County Council to improve road/drainage issues
Walwick Grange road edges	County Cllr to ascertain whether repairs could be added to Local Transport Plan requests.
Footpath from school to garage	G Charlton to request gardeners action overgrown shrubbery
Seats	Cllr's D Liddle and WJ Foot to action seat repair/replacement. Cllr WJ Foot to dispose of concrete debris
Grant Awarding Policy	Clerk to draft document
Crises Management	Parish Council plan to be circulated to all residents by July 2024 Parish Council meeting
Newbrough School Headteacher	Clerk to write letter of thanks to departing headteacher