

WIDDRINGTON STATION & STOBWOOD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE COMMUNITY CENTRE ON MONDAY 11TH June, 2018 COMMENCING AT 6.30. P.M.

In attendance were Councillors Mrs S Willoughby (Chair), K Batson, D Baron, G Tate.

R A Smith (Parish Clerk).
Police Constable Paul Dent
6 Members of Public

1. To receive apologies for absence

NCC Cllrs David Towns and Scott Dickinson

2. To receive declarations of interest

Cllr Batson declared a non-pecuniary interest in regard to any matters relating to the Stobswood Welfare.

3. Cllr Mrs Willoughby was sad to report the death of Cllr George Askew. George's involvement with the Parish Council, Coquet Children's Club and Santa's Sleigh project will be greatly missed together with his other interests which benefited the community. The Clerk stated that the Parish Council vacancy would be advertised in July.

4 To receive questions and comments from members of the public (time limited to 20 minutes in total)

Reference was made to the recent installations of the planters and an enquiry was made as to whether planters could be provided in the Housing Estates. Cllr Mrs Willoughby responded that the planters were large and heavy and only recently made available by the Northumberland County Council and it was considered appropriate to locate at the entrances to the village and some link roads. They have been filled with soil and compost with the intention that residents would provide the planting and adopt a planter. There was no objection to residents of Estates locating their own planters providing they were safely positioned away from the roadway and pathways.

Reference was also made about recognising Tidy Gardens to encourage owners and tenants to maintain their Gardens. Cllr Mrs Willoughby advised that the Parish Council could not enforce residents to maintain their gardens although the Northumberland County Council do have an Environmental Health responsibility to deal with gardens that may become infested by vermin etc.

Village Events was referred to and details of the Parish Council Events for 2018 was discussed.

P C Dent reported that thefts from resident's gardens were still occurring with garden furniture, metal fencing and bicycles going missing. He had received a complaint about parking on the zig zags at the entrance to the Grange First School and all users of the school have been advised that parking at the entrance is not allowed. The Licensee of the Junction Premises at Widdrington Station once again failed to turn up for a meeting. Apparently, there is a new Landlord, an update will be given at the next Parish Council meeting.

Cllr Mrs Willoughby thanked P C Dent for his attendance he then left the meeting.

5. Minutes of the Annual Parish Council Meeting held on the 14th May, 2018 for approval and adoption

Cllr Mrs Willoughby proposed to approve and adopt the minutes. The proposal was seconded by Cllr Tate and carried.

6. Matters arising on the Minutes

none

7. Reports from Outside Bodies.

None

8. Correspondence Received

a) Northumberland County Council – Consultation on Street Naming and Numbering Request – 4 new houses on Land North of Oaklands, Mile Road, Widdrington Station . There were no objections to the name 1-4c Oak Meadow Court, Widdrington Station.

b) Northumberland County Council Proposed 20 mph Speed Limit, Stobswood. The information was received and it was considered that there were no objections and hopefully the 20 mph Speed limit will be adhered to.

9. Planning Applications

a) Planning Appl 18/01732/FUL – Proposed single storey rear and side extension at 4 Chibburn Court, Widdrington Station, NE61 5QT – Applicant Mrs S Butterfield, It was Agreed to recommend Approval.

b) Planning Appl 18/00913/FUL – Proposal enlarge existing pedestrian access to form vehicular access at Alyncroft, Mile Road, Widdrington Station, NE61 5QP Applicant Reverend Ray Biddiss- Letter from NCC advising permission granted.

10. Section 137 Grant Application – Widdrington Santa Group

The Group was established to raise funds for community projects and charities within the parish. They organise 3 night visits with Santa and his sleigh the week before Christmas giving the children of the area a chance to meet and talk with Santa. Funds are raised throughout the year at various events. The application was for a grant towards the cost of a trailer to be decorated and adapted for Santa's Sleigh.

Cllr Mrs Willoughby proposed a grant of £500.00; the proposal was seconded by Cllr Baron and carried.

11. Parish Council Event – Village Gala to be held at the Community Park on Saturday 16th June, 2018

Cllr Mrs Willoughby stated that proceeds from the raffle to be held at the Gala will be donated to Hospice Northumberland. Two portable toilets had been hired.

12. Best Kept Garden Awards – Certificates of Commendation.

Cllr Baron considered that for 2018 the Certificates should not be awarded as the Parish Council currently comprised four councillors only with three vacancies to be filled which was agreed.

13 Finance

i) Parish Clerk's financial statement – monthly update – Bank of Ireland Account as at 31.05.2018 - £60,989.37 reconciled with Bank Account monthly Statement for May, 2018
Receipts – Bank Account Monthly Interest £5.63.

ii) Payments to be Approved: -

Parish Clerk's May Salary £562.69

Parish Clerk's May Expenses £31.92 (Working from Home Allowance £10.00, Home Internet and Telephone £8.00, Postage £13.92)

A Henderson Parish Handy Person, May Invoice £366.00 (includes £123.00 for additional work and materials)

K Arries Parish Grounds Maintenance Worker May Payment £541.00

Fish Electrical Services Ltd £544.20 Lighting Repairs in Community Centre Hall and Appliance Testing,

National Association of Local Councils £405.18 Subscription for 2018.

Stobswood Welfare AFC £1,000 for Fencing, Section 137 Grant Approved at last meeting.

The Washeteria, Guidepost £152.75 Laundry of 42 table cloths and 93 Chair Covers following events held at the Community Centre

David Booth £110.00 Internal Audit Fee for year-end accounts 31.03.2018.

Widdrington Community Centre £2,000

In addition the following purchasers have been made by Debit Card:-

KMS Distribution Ltd 5m x 10m Heavy Duty Marquee and 3m x 6m Gazebo £453.80

Furnitubes £684.00 Purchase of Seat to be paid for by resident in commemoration of late husband

Petty Cash £170.00 for Village Gala Entertainment

Cllr Mrs Willoughby proposed approval of the payments; the proposal was seconded by Cllr Batson and carried.

iii) The 2018 Audit Report and Annual Governance Statement

The Clerk distributed the Internal Audit Report and referred to the statement of assurance relating to the accounts for 2017-2018.

Cllr Mrs Willoughby proposed approval and was seconded by Cllr Batson and unanimously to resolve as follows:-

Statement of Accounts, Annual Return for the year ended 31st March, 2017 and signed by the Chair.

Section 1 – Annual Governance Statement.

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements – **Yes**
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness – **Yes**
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances - **Yes**
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit regulations – **Yes**
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks including the introduction of internal controls and/or external insurance cover where required - **Yes**
6. We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems - **Yes**
7. We took appropriate action on all matters raised in reports from internal and external audit – **Yes**

We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end after the year-end, have a financial impact on this smaller authority and where appropriate have included them in the accounting statements - **Yes**

9. Trust Funds – the statement was not applicable to the Parish Council

**Section 2 Accounting statements for 2017/18
Approved and Signed by the Chair of the Council**

Notice of Appointment of Date for the Exercise of Electors’ Rights – Accounts for Year Ended 31st March, 2018.

The Clerk referred to the Prescribed Notice to be displayed on the Parish Council Notice Boards for the period 18th June to the 20th July, 2018 giving the Parish Electors the right to inspect the accounts on reasonable notice by application.

14. To consider any urgent business which shall be limited to circumstances in which the Council’s responsibilities cannot be met or the Council’s interests are likely to be prejudiced, if the business is deferred to the next available meeting in order to allow for inclusion on the relevant agenda.

15. To be held in closed session

Councillors resolved that members of the public and press are excluded from the remainder of the meeting which is to be held in closed session due to the confidential nature of the business to be discussed:-

- Report and Invoices in regard to repairs to canopy hoist lifting equipment**
- Report on CCTV at the Community Park**

The meeting closed at 8.30 p.m.

Signed..... Date.....

