

BROOMLEY & STOCKSFIELD PARISH COUNCIL

Minutes of the Annual General Meeting of the Parish Council held on Monday, 13 May 2013 in the Community Centre, Stocksfield

Present: Mrs A Dale (as County and Parish Councillor), Mr J Davison, Ms M Hunt, Mr M Parker,
Mr P Vickers
Mrs M Williams, Clerk

Apologies: Mr P Duncan

Ms Hunt opened the meeting by welcoming those who had been nominated and elected from the previous Parish Council. She also welcomed Mrs Dale and Mr Vickers who had been co-opted to the Parish Council at an Extra-ordinary General Meeting of the Council held at 9.00 a.m. on 13th May 2013. Mrs Dale has been re-elected as County Councillor for the Stocksfield with Broomhaugh Ward, and Mr Vickers is currently a Digital Champion for iNorthumberland, promoting high speed broadband in Stocksfield.

13/01 Election of Chairman

Ms Hunt as Chairman of the Broomley & Stocksfield Parish Council in 2012/13 called for nominations for Chairman for 2013/14.

Mrs Dale proposed and Mr Parker seconded Ms Hunt as Chairman and she was duly elected.

13/02 Election of Vice Chairman

Ms Hunt asked for nominations for the Vice Chairman of the Parish Council. Mr Davison proposed and Mr Parker seconded Mrs Dale as Vice Chairman. Mrs Dale was duly elected.

Ms Hunt said that the agenda for the meeting was very long and asked councillors to be brief in their remarks.

13/03 Declarations of Interest

As a County Councillor, Mrs Dale declared an interest in discussions on planning applications.

13/04 Public Participation - No matters were raised under this topic.

13/05 May 2013 Elections

Councillors were reminded that

- Declarations of Acceptance of Office had to be signed and returned to the Clerk;
- Registers of Interest had to be signed and returned to the Clerk;
- Election Expenses Returns had to be completed and returned to the County Council.

13/06 Co-option of additional Parish Councillors.

The notes of the Extraordinary Meeting of the Parish Council held at 9.00 a.m. on 13th May were tabled. Ms Hunt urged those present to encourage residents to come forward to be co-opted on to the Parish Council. She advised that some people had expressed willingness to become involved in specific projects.

13/07 Advisory Groups and Representatives

It was agreed to defer the appointment of individuals to Advisory Groups until September. It was, however, suggested and agreed that there should be a regular meeting (not a public meeting) of the full Council which would in effect be the Finance & General Purposes Advisory Group. The primary object of this meeting would be to discuss financial and planning matters. The proceedings of these meetings would be reported to and endorsed by the regular monthly meeting. The Sportsfield Management Group would, however, continue to meet with Ms Hunt, Mr Duncan and Mr Davison attending these meetings.

13/08 Finance

Appointment of Responsible Financial Officer – Mrs Dale proposed and Mr Parker seconded and it was agreed that the Clerk, Mrs Williams, should be confirmed as the Responsible Financial Officer.

Appointment of Internal Auditor – Mr Parker proposed, Mr Davison seconded and it was agreed that Mr Peter Basnett be appointed Internal Auditor.

Appointment of Cheque Signatories – As recommended by the meeting of the Finance & General Purposes Advisory Group of 29th April, Ms Hunt proposed, Mr Davison seconded and it was agreed that the following be mandated as cheque signatories for each of the bank accounts held by Broomley & Stocksfield Parish Council, i.e. Bank of Ireland, Co-op Bank, Unity Trust Bank.

Mr J Davison, Mr P Duncan, Ms M Hunt and Mr M Parker.

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13/09 Calendar for 2013/14

The Clerk had circulated the proposed schedule of meetings for 2013/14 and it was agreed that this be accepted.

There had been concerns that the June 2013 meeting of the Parish Council might not be quorate. The co-optation of Mrs Dale and Mr Vickers meant that the meeting would now be quorate and would go ahead as planned. It was noted that Mrs Williams would be on holiday and she would therefore arrange for someone to take the Minutes of that meeting.

13/10 Management of Land adjacent to 15 Branch End Terrace

It was noted that during 2012/13 Broomley & Stocksfield Parish Council had continued to maintain this site, keeping the grass cut and the planting and shrubs cared for appropriately.

13/11 Minutes of the Meeting held on 8th April, 2013

Mrs Dale said that there was an error in para. 12/140. She advised that Northumbrian Water Ltd do not know where the water running down the A695 at Branch End is coming from and that the question of the collapsed drain was a different issue not related to the continual flow of water.

Having noted this amendment, it was agreed that the Minutes be accepted as a true record of the meeting held on 8th April 2013.

13/12 Matters Arising

Ms Hunt advised the meeting that she had received a letter of thanks for the picture from Mrs Martin.

Patients' Forum – The Clerk is to write to Prof. R Thompson asking for an up-date on the status of the Forum and if the Parish Council can be represented at its meetings.

Closure of B6309 – An up-date on the current situation and progress on the repairs had been received from Ms Amanda Cryer of the County Council. It was noted that a licence still had to be received from DeFRA to work near the badger sett. Other work on the landslip was now proceeding.

13/13 Correspondence

Correspondence received since the meeting of 8th April was listed on the agenda and was noted.

13/14 Finance

Mr Davison and Ms Hunt had reviewed the accounts and income and expenditure for April and were happy to recommend their adoption.

Mr Davison proposed and Ms Hunt seconded and it was agreed that the Accounts and Income and Expenditure for April be accepted.

Additional Cheques:

The following were agreed for payment:

Allendale Estates	Kate's Plain Rent	£100
NBT	Stationery	£17.39
SICA	Room Rent	£52
Design Art	Domain Hosting	£90

Internal Auditor's Report – A Report from the Internal Auditor for the Accounts for the year ended 31/03/13 had been received and was noted. No areas of concern had been raised.

Internal Audit Report – The Clerk had submitted a report on the Council's relationship with the Internal Auditor. This had been circulated and was noted.

Approval of the Annual Return to the External Auditors – This had been circulated and was noted. Mrs Dale proposed and Mr Vickers seconded and it was agreed that it be accepted.

13/15 Annual Parish Meeting

It was felt that this had gone well and that Dr Maguire's presentation had been well-received. The Clerk is to circulate the "handout" received from Dr Maguire.

Information on Healthwatch had been circulated on 13th May.

13/16 Community Development

As far as members were aware, the planning application for the development at Guessburn and Branch End had still to be submitted.

13/17 Advisory Groups & Representatives

a) Finance & General Purposes Advisory Group

Suggestions for the future proceedings of the Parish Council had been circulated and were noted.

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The report of the most recent meeting of the Finance & General Purposes Advisory Group had been circulated.

Asset Transfer – delays at the County Council meant that this issue had still to be concluded.

Spend v Budget – the comments were noted. Ms Hunt and Mrs Williams are to look at the budget for 2013/14 and make recommendations for its revision.

The request for support for a Pokemon league was noted and the recommendations agreed.

It was agreed to purchase a dog bin to be located at the southern end of Guessburn.

Complaints Procedure – The document had been circulated. Ms Hunt explained the background for the need to have a policy in place. Mr Vickers suggested that the words “standard form” be omitted from the document and this was agreed. Ms Hunt proposed and Mr Vickers seconded and it was agreed that the Complaints Procedure Policy be adopted. It was further agreed that the policy be reviewed in May 2014.

b) Planning Advisory Group

Mrs Dale, as a County Councillor, declared an interest in planning matters.

Ms Hunt expressed concern that the previous Planning Advisory Group had perhaps given the impression that the Parish Council was supporting the views of applicants. While it was obviously necessary to be aware of the views of both the applicant and those neighbours and residents affected by an application, it was not felt to be appropriate to be seen to be too close to the applicant. She referred councillors to the Guidelines drawn up some months ago for the consideration of planning applications. She urged residents to make their views on planning applications known to the Parish Council.

Mrs Dale stressed that the big issue when commenting on planning applications was Government Policy and the Local Development Framework.

Planning Application 13/00469/RENE 26/03/13
Land East of Mickley Grange, New Ridley Road, Stocksfield
Proposed erection of 1 x V29 turbine with rotor height of 31.5 m and tip height of 46.5 m

Mr Davison expressed concern that the Parish Council’s response to this application did not reflect the views of the wider community. He queried whether the proposed turbine was solely for the use of the applicant or whether it was intended to feed into the National Grid. Ms Hunt referred to a letter in the Hexham Courant of 10th May on this subject.

The recommendations to endorse the support of the following applications were accepted.

Ref. No: 13/0793/FUL Date: 03/04/13
Address: 1 Crabtree Road, Stocksfield
Description: Proposed extension and external alterations, demolition of existing garage and construction of new garage block

Ref. No: 13/1063/FUL Date: 15/04/13
Address: 39 Meadowfield Road, Stocksfield
Description: Construction of single storey rear extension to form enlarged kitchen

Planning Application 13/00518/FUL Date: 28/03/13
Land North West of Hedley North Farm, Prudhoe
Proposed installation of 1 x Endurance Wind turbine on 24 metre mast

Planning Application No: 13/00952/FUL 9 Tynedale Gardens
Construction of first floor side extension to provide bedroom and bathrooms and part conversion of garage.

After some discussion it was agreed that there were **No Objections** to this application.

New Ridley Development Proposal

Ms Hunt expressed surprise at the report in a recent edition of the Hexham Courant that the Labour Party on the County Council was proposing to build a large number of houses on brownfield sites in Northumberland including 26 in Stocksfield. It was agreed that all planning applications had to be considered in relation to policies.

Housing Needs Survey

The review of the Parish Plan had highlighted the Parish Council’s intention to establish a clear picture of the overall housing need in Stocksfield. It was stressed that the current proposal for housing at Guessburn and Branch End is different to the New Ridley proposal. It was noted that the County Council was currently looking at housing needs at village levels but that this only covered affordable housing.

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Mr Duncan had had discussions with the company who had carried out the original survey for the Parish Plan, and it was suggested that this company be commissioned to produce a suitable questionnaire which would be distributed with NE43 News. In addition the company would carry out face to face interviews with a representative selection of residents. Mr Duncan was reported to be trying to acquire some of the funding for this survey from the Housing and Communities Agency (HCA). It was felt that the results of the County Council Survey and the Parish Survey would complement each other. Mr Duncan would be asked to report back to the Parish Council in June.

Whittonstall Action Group/Hoodsclouse Surface Mine

Nothing more could be said until such time as the County Council Planning Committee debates the issue.

c) Transport & Highways Advisory Group

Prudhoe Transport Group – The Parish Council had been advised that the June meeting of this group was likely to be the last as the Prudhoe Community Partnership could no longer fund it. It is felt that this is a useful group and it was suggested that Broomley & Stocksfield Parish Council might consider funding one meeting. The Clerk is to investigate the costs. Mr Parker advised that he would not be able to attend the meeting. Ms Hunt volunteered to attend.

Mr Parker advised that the Police were trying to recruit people to volunteer to operate speed guns. He said that he had signed up. Two other Stocksfield residents had attended a recent meeting with the police on this matter. Mr Parker explained that speeding motorists recorded by volunteers holding the guns would receive a letter warning them about the offence. If they were caught by the Police at a future date they would be prosecuted.

d) Children and Young Peoples Advisory Group

Kate's Plain – it had been reported that the grass had not been cut. This had now been done but the double gates had been left open and sheep had got into the play area. Mrs Williams had been in touch with the County Council about this.

The Report on the detached youth work project carried out by Northumberland Clubs for Young People (NCYP) had been circulated and was noted.

e) Communications Advisory Group

The schedule for the next issue of NE43 News had been circulated and was noted.

[Suspension of Standing Orders – Mr Parker proposed and Mrs Dale seconded and it was agreed that Standing Orders should be suspended and the meeting should continue beyond 9.30 p.m.]

f) Sports Facilities Advisory Group

Sportsfield Car Park –

Tenders have been received from the following:

Trevor Atkinson	£39,212.80
Hellens	£67,017.22
Owen Pugh	£65,003.03
Thompsons of Prudhoe	£41,506.83

All prices exclude VAT

All contractors had been asked to quote on the same basis.

The Parish Council was asked to endorse Nick Jones' recommendation that the tender be granted to Trevor Atkinson.

In addition to the quoted cost, a further £5000 had been allowed for the cost of notice boards, professional fees, etc.

Mr Davison proposed and Mr Parker seconded and it was agreed that Trevor Atkinson be granted the contract.

It was agreed to place "No Dogs" notices around the entrances to the Sportsfields.

Sportsfield Inspections – it was noted that the Handyman is now carrying these out on a regular basis.

g) Rights of Way and the Environment Advisory Group

It was agreed that over the coming months the following seats would be replaced with new ones using recycled material:

Broomley Village Seat
Seat at Fords
Seat at Cricket Club

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Prior to replacing the seat at the Cricket Club, Mrs Williams would check whether it belongs to the Parish Council or the Cricket Club.

While agreeing that it was not possible to conduct a "Keep Stocksfield Tidy" campaign, those present agreed that "Keep Stocksfield Tidy" posters could be distributed around the village.

13/18 Council Representatives

Northumberland County Council, West Area Committee – the next meeting is on 11th June in Allendale.

13/19 Any Other Business

The Clerk advised that she had received a quotation for £389 for the repair of the VACS machine at Brumwell Court. It was agreed to go ahead with this repair.

12/19 Date of next meeting

3rd June 7.30 p.m. Community Centre

The meeting closed at 9.30 p.m.