

Broomley and Stocksfield Parish Council

Minutes of the Meeting of the Parish Council held on Monday 8 January 2018 at Stocksfield Community Centre

Present: Ms M Hunt (Chair), Mrs J Furniss, Mr C Liddle, Mr D Parke, Mr M Parker, Mrs H Rae.

Mr N Spencer (Clerk to the Council).

Apologies: Mrs J Robson, Professor R Thompson, Dr P Vickers

The Chair opened the meeting at 7.30pm, welcomed those present and reminded members that Dr Vickers was absent due to representing the Council at the Licensing Service for the new priest.

18/1/1 Declarations of Interest

There were no declarations of interest.

18/1/2 Public Participation

There were no items of public participation.

18/1/3 County Councillor Update

The Chair provided a written report from Mrs Dale who apologised for her absence.

18/1/4 Minutes of the Meeting held on 4 December 2017

It was AGREED that the minutes of the meeting held on 4 December 2017, as amended, were a true and accurate record (proposed Mr Liddle, seconded Mrs Furniss).

18/1/5 Matters Arising

There were no matters arising.

18/1/6 Finance

a) Approval of December Payments

It was AGREED that the payments for December be approved as detailed in the previously circulated schedule (proposed Mrs Furniss, seconded Mr Parke) and the summary of receipts and payments was noted.

b) Budget monitoring to 31 December 2017

Members noted the budget monitoring report.

18/1/7 Parish Council Representatives

Essity Community Forum 10/11/17

Mr Parke reported having attended the above meeting and updated members on the discussions. He AGREED to circulate the minutes of the meeting.

Action: Mr Parke

18/1/8 Advisory Groups

a) General Governance Advisory Group (GGAG)

i) Notes of GGAG meeting 18/12/17

Members noted the previously circulated notes.

ii) General Data Protection Regulations (GDPR)

The Chair referred to a previously circulated report of the Clerk and, after discussion, it was AGREED to

- note the pending implementation of GDPR on 25 May 2018 and its potential impact
- clarify that the Council is the data controller
- ask the Clerk whether he is willing to undertake the role of Data Protection Officer
- ask the Clerk to undertake an assessment of the Council's compliance, as outlined within his report
- prepare and approve an amended Data Protection Policy before 25 May 2018

Broomley and Stocksfield Parish Council

- take advice, where appropriate, from the Northumberland Association of Local Councils (NALC).

Action: Clerk

iii) Branch End Play Area (BEPA)

The Chair referred to a previously circulated report of the Clerk that identified necessary repairs in the wet pour surface at BEPA and included quotes from a playground provider and the Groundsman. After discussion it was AGREED to ask the Groundsman to undertake the repairs.

Action: Clerk

iv) Society of Local Council Clerks

It was AGREED to renew the Clerk's membership of the above society.

Action: Clerk

v) Stocksfield Sports Field: Overspill car park

The Chair referred to a previously circulated report of the Clerk. Mr N Jones, a local resident and senior landscape architect, has offered to act as project manager on behalf of the Council, and in close partnership with the Clerk, to deliver the overspill car park. Mr Jones has been instrumental in the applications for planning permission and has prepared a 'Specification and Bills of Quantity' document (also circulated) which would form the basis of any tender process. The tender process would formally close at 5pm on Monday 12 February and tenders would be considered by the Council at its meeting on 5 March 2018. The Council recognised the value of the contribution already made by the work of Mr Jones and members expressed their gratitude. After further discussion it was AGREED to

- appoint Mr Jones as project manager as described above
- include a sum of £3,000 as contingency funds within the overall cost of any tender
- delegate authority to the Clerk to approve spending of the allocated contingency funds as necessary
- approve the 'Specification and Bills of Quantity' document
- delegate authority to the Clerk to approve the remaining technical documents and
- approve the timescale for the tender process.

Action: Clerk

b) Planning Advisory Group

Members noted the delegated authorities used as set out below:

17/04465/FUL Burnt Oak 291 New Ridley Road	Demolition of single conservatory at rear. Erection of dormer window to front and extension to rear including three dormer windows.	No comment Note use of delegated powers
17/04458/VARYCO Land West of Kipperlynn Farm	Variation of conditions from 15/03661/FUL	No comment Note use of delegated powers

c) Communications Advisory Group (CAG)

Members noted the previously circulated notes of the CAG held on 01/12/17 and that recommendations in respect of the Council's signage would be made to a future meeting.

18/1/9 North of Tyne Devolution – Governance Review Consultation

Members discussed the previously circulated consultation document and agreed that, because there is no opportunity to disagree with the devolution principles, it is difficult to respond to the consultation as a Council. Members could not identify any advantages that would accrue to the residents of South West Northumberland in general and Stocksfield specifically. It was AGREED not to respond to the consultation, however concern was expressed that the proposals are silent with regard to town and parish councils. There is a need for any proposals to identify clearly the role of town and parish councils and how effective consultation will occur. It was AGREED to ask the Chief Officer of NALC to raise the matter at the next County Committee.

Action: Clerk

18/1/10 Stocksfield Sports Field: Lease renewal

The Clerk reported that the Council's lease on the eastern or Merryshield field has been renewed for a term of 30 years, expiring in July 2047.

DISCHARGED

Broomley and Stocksfield Parish Council

18/1/11 Any other business

Letters of thanks

The Chair reported that letters of thanks in respect of previously agreed donations and grants had been received from 1st Stocksfield Scouts, Community Action Northumberland, Core Music and Sport Tynedale.

Car parking studies for Alnwick, Morpeth, Hexham and Berwick

The Chair referred to a previously circulated consultation concerning car parking issues in Northumberland. After discussion it was AGREED to inform Northumberland County Council that the Council is unable to comment on the various reports until clear proposals are presented.

18/1/12 Date of next meeting

Monday 5 February 2018

The Chair thanked members for attending and closed the meeting at 8.52pm.