

## **Thirlwall Parish Council Meeting 17<sup>th</sup> May 2018 at 8pm Gilsland Village Hall**

**Present:** Cllr Sue Seymour (Acting Chair), TPC  
Cllr Judith Armstrong, TPC  
Cllr Paul Jameson, TPC  
Cllr Alan Sharp (NCC)  
Cllr Beverley Barwick, TPC (co-opted)  
Cllr Steve Warren, TPC (co-opted)  
Catherine Jarvis (Clerk), TPC

Meeting commenced at 8pm Various members of the public were in attendance.

**31/18 Apologies for absence:** none.

Cllr Seymour was appointed as Chair – proposed by Cllr Judith Armstrong and seconded by Cllr Paul Jameson.

Steve Warren and Beverley Barwick were co-opted onto the TPC and became Councillors. They signed declarations of acceptance and signed the pecuniary interest forms.

**32/18 Meeting minutes of the TPC meeting 02/05/18** were agreed. (Please look at H/W double charging credit.)

### **33/18.1 B6318**

Resurfacing of B6318 was discussed.

### **33/18.2 Pumphouse**

The repairs have now been completed. JR did a very good job (This asset was taken over 50 years ago.)

£2,540.86 invoice – agreed. (JR invoice: for pumphouse).

### **33/18.3 Tilhill/Crammel Rigg**

Last meeting went much better. Discussed: access and passing places.

Traffic lights: did not work in the past and at Rosehill bottom of hill) and Wardrew (at top of hill).

Iggesund will consider: 3 loads a day between certain times (agreed times): e.g.:

1.5 hour block in morning. 1.5 hour block in afternoon.

Guy Muir's boss was contacted by Cllr A. Sharp and Iggesund, as a company, happy to work with community.

Cllr A. Sharp cannot envisage that the timber will come out via a bridge. AS spoke to Andy Oliver, NCC, about risk assessment and this arrived 16<sup>th</sup> May 2018. AO has not had a chance to look at it as yet.

Steve Warren commented: There is a huge issue with timber movement at the bottom of Gilsland. AS wants to discuss this with GS/everyone in the village especially as regards the movement of the timber wagons.

### **33/18.4 Play area/S106 monies**

Gate at top – does not shut properly.

CFJ obtained prices for new equipment.

DK: looking for thorough clean and need to access water (SW providing water from house)

**Meeting minutes (as a true and accurate record) agreed by:**

**Date:**

Funding application: Painting of gates/General tidying up/Spend up to £1K on this.

New equipment quotes: KOMPAN and Sutcliffe.

Agility Trail: balance and hang from - £4K – cost. Questions asked: What need? What benefit? Trail suitable for an individual to time oneself. Suitable for mixed age.

Small trampoline – suitable for very young children. 2<sup>nd</sup> choice and taking some of the money for wider area. Cost of safety surfacing included. Grass mat safety surfacing.

To be sited on junior side Cllr Seymour: weak application has to be put in for S106 monies (due to tight timeframes) = no site plan, drawings or photos.

Last playground was burnt down so be careful using timber equipment. /SM: weekly inspection.

Technical inspection: 4 times a year by members for the village. Steve Warren offered to carry it out 4 times a year. Zipwire needs attention. DB to possibly do painting. SS to send off application S106 on 18/5/18. JD is looking at playground and should invoice for grass cutting on play area.

### **34/18 HDJBC – representation on committee**

Representation on committee

Brief summary: HDJBC has responsibility for H/W and Greenhead cemeteries and allotments in Haltwhistle. Cllr AS: Chairman of HDJBC. They meet six to seven times a year – next meeting 18<sup>th</sup> July at 7pm in Greenhead. Judith Armstrong will be representative for one year. CFJ to contact HDJBC Clerk, Karen Little to inform her of this.

### **35/18 Longbyre**

Potholes to be sorted – needs resurfacing.

Cllr A. Sharp into better scheme.

Gravel on corner and blocking drains. Road sweeper needs to come through the village more often. Hanging baskets on bus shelter.

Cllr A. Sharp happy to pay for them. (Michael at Bardon Mill – Greenhouse.) JD will organise this.

### **37/18 COGS/PC Website**

Small photo and phone numbers of councillors required for website.

#### **37/18.1 Update on computer equipment purchase**

Computer purchased and working well. Website also working well and policies/documents all loaded.

### **38/18 Accounts**

Different amounts listed:

Extra item (1): HDJBC (1<sup>st</sup> May payment) – agreed.

Extra item (2) : Clerk's expenses: £41.06 – agreed.

38/18.3 Clerk's expenses/extra work as regards Transparency Code/GDPR: £110.00

38/18.1 Steve Gibbon website: £500 – agreed.

38/18.2 Gilsland Youth Club Contribution: £250 – agreed.

Extra item (3): Monthly anti-virus subscription – Corbridge Computing – agreed.

Extra item (4): ICO fee (GDPR Compliance) of £40 needs to be made before 24<sup>th</sup> May 2018. – agreed

38/18.5 BHIB Insurance Brokers - £335.96 – agreed - on condition that insurance is looked at to see that all TPC's liabilities are covered. (Insurance to be checked: liabilities and assets – value of assets and liabilities of Play area and Pumphouse by Cllr Seymour and CFJ.)

Main a/c balance: £9080,48 cr

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Playground a/c balance: £1904.41 cr

Remaining balance of main a/c (once all outstanding amounts are cleared): c. £5K (approx.. £1K of this relates to NALC Transparency Code Computer Fund monies.)

AGAR – internal audit (CFJ working with Susan Saunders) as regards exemption certificate and everything completed for PKF Littlejohn by 11/6/18.

### **39/18 Planning - Longbyre**

Planning: - **Stoneybeck** – 2 holiday homes (18/00987/FUL).

Renting out cottage (8 people) and conversion of garage into holiday accommodation for a further 4 people. Someone mentioned that there may be noise problems, parking problems and objections had been put into planning application. 3 objections so far. Cllr A. Sharp will discuss this with Planning, Rachel Campbell. TPC, as a parish council, had stated no objections but will look at this again with NCC.

Assets - need to list assets:

- Seats
- Bus Shelter
- Playground equipment
- Land at Longbyre
- Pumphouse
- Computer equipment

### **38/18.6 Clerk's Pension**

CFJ agreed to forgo pension.

### **40/18 Correspondence**

Village gateways – Glasdon – booklets shown to TPC and are on file.

### **41/18 Matters to be placed on next agenda/Any other business**

- Hadrian's Wall Trail and Trail routed through Gilsland (NNPA and access for disabilities)
- Risk assessment
- Assets and liabilities - list
- Stoneybeck (Cllr AS to speak with Rachel Campbell , Planning, NCC)
- Policy for grant giving (Caveat: If they do not do what they say the money must be given back)
- State of B6318 and pavements/roads

Meeting adjourned and agreed to take place: **30<sup>th</sup> May 2018 at 7.30pm – Gilsland Village Hall**

This in order to sort out and file – internal audit/financial accounts and TPC to declare that TPC is exempt from having to appoint an external auditor. This must be all done by 11<sup>th</sup> June deadline.

Meeting minutes (as a true and accurate record) agreed by:

Date: