THIRLWALL PARISH COUNCIL APPROVED MINUTES
8th May 2019

Present	Cllr S Seymour Cllr J Armstrong Cllr P Jameson Cllr P Hunter	8 Members of the public Cllr A Sharp - County Clerk - Mrs Susan Saunders

	18.15	
	30/19	**Election of Officers:**
		30/19.01 Election of Chair: Cllr Seymour was proposed and approved. Cllr Seymour accepted and signed her declaration of acceptance. **PROPOSED Cllr J Armstrong SECONDED Cllr B Barwick AGREED**
		30/19.02 Election of Vice Chair: Cllr Armstrong was proposed and approved. **PROPOSED Cllr S Seymour SECONDED Cllr P Jameson AGREED**
		30/19.03 Representatives for The Haltwhistle & District Joint Burial Committee and Haltwhistle Town Council Staffing Committee Cllr J Armstrong was proposed and approved. **PROPOSED Cllr S Seymour SECONDED Cllr P Jameson AGREED** No councillor, at this point, wanted to be considered for the Haltwhistle Staffing Committee but, can put their names forward later in the year, if the need arises.
	31/19	**Apologies for Absence**
	32/19	**Declarations of Interest** In accordance with Section 31 of the Localism Act 2011, members to declare Pecuniary Interests in items on this agenda. Cllr Armstrong and Cllr Barwick declared an interest for the plans, ref: 19/01207/FUL
	33/19	**Public Questions** There were no public questions.
	34/19	**Chair's Report** Cllr Seymour read out her report, a copy of which can be obtained from the website.
	35/19	**Clerk's Financial Report -** the clerks report was noted a copy is on the website.
	36/19	**Minutes of the meetings to be approved held on:** Wednesday 13th March 2019 and Confidential Minute 28/19.03 **PROPOSED Cllr J Armstrong SECONDED Cllr S Seymour AGREED**
	37/19	**Matters arising from previous Minutes not dealt with elsewhere in the current agenda.** • Cllr Sharp reported that the timber extraction should be finished by 12th June and then road re-surfacing will take place. There will be no more extraction in the near future afterwards.
	38/19	**Resolutions Arising from Annual Parish Meeting –** no resolutions.
	39/19	**Gilsland Matters**
		39/19.01 Gilsland Play Area Sue Maughan has written a summary of the inspection report, highlighting the need for the seats to be painted, the concern over the trampoline and wet pour surfaces. The painting should be undertaken once the better weather comes. The cemetery staff will be chased over the wetpour repairs. The Council asked the clerk to contact Kompan and arrange a meeting to look at the trampoline. A sign at the entrance of the play area asking that cars do not park there was discussed. It was proposed to ask Andrew form The House of Meg if he would like to pay for it and have an advert for the tea room on the back. **PROPOSED Cllr J Armstrong SECONDED Cllr S Seymour AGREED** **39/19.02** Village Hall Toilets – to approve a donation It had been agreed on 13th May 2015 at the parish meeting that the council would donate £200 to help towards the upkeep of the disabled toilet. This has been missed over the last few years so the council agreed to pay this year and continue to do so.

		PROPOSED Cllr J Armstrong SECONDED Cllr B Barwick AGREED **39/19.03** Notice Board – The board belongs to the council and old leaflets should be taken off when finished with so the council can display their statutory documents.
		Riversdale Parking Cllr Sharp has spoken with Northumberland County Council and had 3 suggestions: 1. To pain yellow lines at each corner to stop parking on the edge. 2. To have an Access Only sign put up. 3. To have KEEP Clear painted across the junction. He asked council which options they preferred so he could report back to NCC. The Council agreed to ask for options 1 and 3. **PROPOSED Cllr S Seymour SECONDED Cllr J Armstrong AGREED**
	40/19	**Longbyre Matters** Cllr Sharp has organised someone to cut the branches of the trees across the burn. A resident has written in to ask for a dog bin at the north entrance to Longbyre. The Council is responsible for bins but, NCC empty them. It was suggested that the resident liaises with the clerk to agree on a general bin and bring a proposal back to council in July. There has been concern over encroachment over council land but Cllr Sharp has looked into this and is satisfied there is not an issue. The Council own the strimmer that a volunteer uses to cut the grass and strim. It waqs agreed that the council should pay for the annual service.
	41/18	**Grounds Matters** The tree assessment has been undertaken with a reduction in the price for the play area. The sign washing has not been undertaken as yet.
	42/18	**Insurance –**The Council entered into a three year renewal last year so no decision was required
JA BB	**43/19**	**Planning Applications** 19/01195/FEL TPO Beech Wood, Gilsland to fell two beech trees the council have No Objection. **PROPOSED Cllr S Seymour SECONDED Cllr J Armstrong AGREED** 19/01207/FUL – 3 bedroom house on Auction Mart site. *Cllr J Armstrong and B Barwick declared an interest and took no part in the voting.* The Council agreed to Object due to the following considerations: The loss of privacy of neighbouring houses Means of access with issues about highway safety and traffic along the road. It is being built adjacent to a heritage site. The house does not look like the other houses on the same plot and is, in fact, a large house on a small plot. There is concern over sewerage and water. **PROPOSED Cllr P Hunter SECONDED Cllr S Seymour AGREED**
	44/19	**Financial and Administration Matters**
		44/19.01 Bank Reconciliation & Income & Expenditure as at 15th April 2019 - Noted. **44/19.02**

Bank Reconciliation

For Current Account

As per Bank							
Bank Balance as at		**15th April 2019**				**6503.44**	
Plus	o/s Lodgements					2104.43	
Less	o/s Payments						
						6503.44	
As per Cash Book							
	Bal b/f 31st March 201			**3507.19**			
	Receipts in the year			3000.00			
	Payments in the year			3.75			
	Balance at	**15th April 2019**				**6503.44**	0.00
	Payments not included above					586.38	
	Balance Forecast to 31st May 2019					5917.06	
		Payments for approval for 8th May 2019			Incl VAT		
	Included in Balance						
	Payment	Corbridge Computing	March		3.75		
					3.75		
	Not Included in Balance						
	Corbridge Computing	April/May/June		DDR	11.25		3 months
	H&DJBC	Play Inspection		Direct	64.05		
	S Gibbon	Training		Direct	60.00		
	NALC	Subs		Direct	102.81		
	BHIB	Insurance		Direct	348.27		
					586.38		
	Total Payments for Approval				590.13		

An invoice from TVCRP was received for £10 and a letter from the Burial Committee to suggest that the budget levy could be paid as the same amount as the previous year for the first payment. Once the Burial Committee have then sorted out the calculation of payments they will write back to councils.
The above payments were approved to pay and to include £10 and £285.98 to make a total of £886.11.
PROPOSED Cllr S Seymour SECONDED Cllr J Armstrong AGREED

44/19.03 Annual Governance and Accountability Return for 2018-19

1. To consider and agree any actions arising from the report of the internal auditor.
2. To approve the Annual Governance Statement
3. To approve the Draft Final Accounts for 2018-2019
4. To approve the Accounting Statement and Explanation of Variance.
5. To confirm and approve the Certificate of Exemption

The Chair went through each section and it was proposed to approve all the points and sent the certificate of expemption.
PROPOSED Cllr S Seymour SECONDED Cllr J Armstrong AGREED

44/19.04 Bank Mandate
It was agreed to add all councillors for signing cheques and remove the clerk.
PROPOSED Cllr S Seymour SECONDED Cllr J Armstrong AGREED

44/19.05 First Aid Course – this will be deferred until the July meeting.

45/19 **Correspondence -** Noted.

46/19 **Matters for the next agenda and Any Other Business**
The Gilsland Nature Group and First Aid will be on the next agenda.

47/19 **Haltwhistle & District Joint Burial Committee**
47/19.03 To agree budget request – agreed and paid as part of finance.
28/19.03 Host Council – *To receive letter from NCC with decision of Haltwhistle as the Host Authority.*
The council noted the letter.

48/19 **Dates and times of next meetings**
Parish Council meeting - Wednesday 10th July 2019 from 7.30pm in Gilsland Village Hall