

EGLINGHAM PARISH COUNCIL

Clerk: Sarah Trushell, 19 Portal Place, Alnwick, NE66 3JN

Email: eglinghamclerk@gmail.com Tel: 07455 004164

MINUTES OF PARISH COUNCIL ORDINARY MEETING

Minutes of the Meeting of Eglingham Parish Council held at 7:30pm on Wednesday 18th October 2023 at Eglingham Village Hall.

Present: Cllrs Joanne Angus (Vice Chair), Paul Davies, Jane Hamilton, Clair Leishman, Alyson McGarrigle, Judith Scott

In attendance: Sarah Trushell (Incoming Parish Clerk) and County Cllr Wendy Pattison.

The meeting opened at 7:30pm.

1. **Apologies for absence:** June Lawson
2. **Declaration of interests:** None declared
3. **Public Participation Time:** no members of the public attended the meeting
4. **Confirmation of minutes of last meeting (6th September 2023)** It was RESOLVED that the Minutes of the meeting held on 6th September be AGREED and accepted as a true record of the meeting.
5. **Election of Chair** Cllr Hamilton put themselves forward for position of chair. There were no other candidates and Cllr Hamilton received unanimous support.
Cllr Hamilton then took over the meeting as Chair.
Cllr Angus confirmed their position as Vice-Chair
The Parish Clerk and Proper Officer RECEIVED the Chair's Declaration of Acceptance of Office.
6. **Parish Clerk and RFO** it was unanimously AGREED that Sarah Trushell would take on the role of Parish Clerk and RFO.
7. **Suggestion Boxes:** None were received
8. **Matters arising from minutes of last meeting (unless a separate agenda item)**
 - a) BioDiversity update
The invoice has been paid, there was 1 comment and a small amendment which was AGREED to be changed. Cllr Hamilton will contact Eco North to amend. It was RESOLVED to publish this on the PC website once completed.
 - b) Coronation Tree update
It was AGREED to wait for the specialist report, which should be received by the next meeting.
 - c) Dog Fouling on Community Field update
Cllr Angus wrote a piece for the_Hear Abouts Magazine_however this has not yet been published. In the meantime, Cllr Angus will attach a laminated sign to the gate to remind dog owners of their responsibilities and the fines that could be incurred. It was AGREED to review this at the next meeting.
 - d) Street Lighting update
It has been suggested that the wattage on the bulbs of the streetlights be turned down, the Clerk is to contact NCC to request this. It was also RESOLVED that Cllr Scott will ask NCC if an extra street light could be added to the bottom of Eglingham village.
9. **Neighbourhood Plan**
The documents were circulated to all Cllrs ahead of the meeting.

There was some discussion on the community field being designated a community asset or a community facility, however it was RESOLVED to discuss this at a later date as it does not affect the Neighbourhood plan.

The PC then voted on the Steering Group Report:

Resolution 1: AGREED (5 For, 0 Against, 1 Abstain)

Resolution 2: AGREED (5 For, 0 Against, 1 Abstain)

Resolution 3: AGREED (5 For, 0 Against, 1 Abstain)

Resolution 4: AGREED (5 For, 0 Against, 1 Abstain)

10. Communication Policy

The Clerk is to draft a policy for agreement at the next meeting.

There was some discussion about the suggestion boxes and whether the clerk should collect any suggestions prior to a meeting. It was AGREED to discuss this more fully at the next meeting.

11. Financial Committee Policy

It was AGREED to defer this agenda item to November's meeting

12. County Councillor's Report

Cllr Pattison's Report was distributed to Cllrs before the meeting and can be found on the Parish website.

13. E-Mails Received

a) Eglingham Christmas Lights

Morrison Tate requested a donation of £144 (inc. VAT) to sponsor a Christmas Lights switch-on event at the Tankerville Arms. Cllr Hamilton will investigate if a windfarm grant application is possible.

14. EOY Accounts

The External Auditor's report was distributed to Cllrs and is published on the Parish website. Should any member of the public wish to discuss any aspect of the report they are to contact the clerk.

The issues highlighted on the report were NOTED by the Parish Council and the Clerk advised actions that have been taken to remedy these where appropriate.

15. Financial Matters:

a) Account balances

i) £2729.69 (as at 16/10/23)

ii) £24796.39 (as at 16/10/23)

b) Spent and received since last meeting:

A print out of the PC's cashbook was available at the meeting for Cllrs to confirm.

c) Payments to approve

i) Website: **302.40 USD** (approximately £250 GBP plus any fees for paying in another currency) this will be paid by the clerk who will be reimbursed

ii) Clerk Pay (AG) **£153.83**

iii) Clerk Pay (ST) **£150.25**

iv) Clerk PAYE (ST) **£37.40**

v) Clerk Mileage **£4.50**

vi) Clerk Expenses – none this month

vii) Neighbourhood Plan - **£2475.00**

viii) ICO - **£40** (has to be paid by debit card so will be paid by the clerk and reimbursed)

It was RESOLVED that the above payments be APPROVED

16. Planning Matters

The following planning matters were NOTED

- a) 23/01533/LBC – Planning Decision: GRANTED
- b) 23/01532/FUL – Planning Decision: GRANTED
- c) 23/03073/FUL - Planning Decision: GRANTED

17. Clerk / Chair Updates

The Clerk advised that the agenda and minutes should not be numbered as they currently are and this will change from the next meeting.

The Clerk advised the PC that the forms to add them as a signatory on the bank accounts has been handed in to the Alnwick branch of Lloyds. This process can take some time.

18. AOB (for information only) & Agenda Items for Next Meeting

The updating of the website will be discussed at the next meeting

19. Time, Date and Venue of next meeting

It was AGREED to change the time of the next meeting to 7pm

7:00pm 29th November 2023 at South Charlton Village Hall

The meeting ended at 9:22pm

APPROVED