

# Eglingham Parish Council

Clerk: Jan Anderson, 16 The Village, Newton on the Moor, Morpeth, NE65 9JY

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## MINUTES

### Of the meeting of Eglingham Parish Council held on 28th July 2022 at Eglingham Village Hall

**Present:** Councillors L. Turner (LT), J. Angus (JA), J. Lawson (JLa), J. Logan (JL), J. Hamilton (JH), P. Davies (PD).

**In Attendance:** County Councillor Wendy Pattison. Clerk – Jan Anderson, Rev. Tracey Usher and 1 Resident.

22/22	<b>Public Participation:</b> No questions asked.
23/22	<b>Council make-up:</b> Election of Chairman and Vice-Chairman. <b>MOTION 1</b> – Cllr Angus proposed that Cllr Lorna Turner be the PC's new Chairman. This was seconded by Cllr Logan and agreed unanimously. <b>MOTION 2</b> – Cllr Logan proposed that Cllr Joanne Angus be the PC's new Vice-Chairman. This was seconded by Cllr Davies and agreed unanimously.
24/22	<b>Appointment of Temporary Parish Clerk/RFO:</b> Confirmation of appointment of Jan Anderson. This was agreed.
25/22	<b>Appointment of Committee members and Representatives:</b> <ul style="list-style-type: none"><li>• <b>Neighbourhood Plan steering group:</b> Ex Cllr Biesterfield has said he is happy to continue with the steering group. It was agreed that JL would be the PC's representative on the steering group.</li><li>• <b>Community Foundation Liaison:</b> Due to changes in September, this is currently closed for applications. Katherine Harries represents RWE and is meeting with LT. They are keen to have a PC rep and have the fund more embedded in the community. A Community Project Manager is to be appointed. Application process to be less complicated. LT to continue as CF Liaison.</li><li>• <b>Local History project:</b> JH to continue.</li><li>• <b>Biodiversity project:</b> Project needs chasing up. Invoice from Eco north has been paid for phase 1. Scheme was to document what the parish has and link to the Neighbourhood Plan. Has been difficult to get all landowners on board, but a lot of survey work has been completed. Will be useful to have the report. JL to liaise and try to get final report. JH suggested putting a copy on the PC website and sending copies to landowners.</li><li>• <b>Eglingham Village Hall:</b> JS is on the Village Hall Committee. It was agreed to ask her if she would be the PC rep.</li><li>• <b>South Charlton Village Hall:</b> It was agreed that LT would be the PC rep.</li></ul>

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26/22	<b>Apologies for Absence:</b> Cllrs C. Leishman (CL), A. McGarrigle (AM) and J. Scott (JS).
27/22	<b>Minutes of the Previous Meeting:</b> To consider approval or amendment of the minutes from the previous Parish Council meeting - 23 February 2022. The minutes were agreed.
28/22	<b>Declarations of Interest:</b> Members are invited to disclose any Disclosable Pecuniary Interests or other personal interests they may have in any of the items of business on the agenda in accordance with the Code of Conduct:  There were no declarations made.
29/22	<b>Matters Arising:</b> To receive updates on matters not appearing elsewhere on the Agenda; 16/22 – <b>Adoption of NALC National Model Standing Orders and Financial regulations</b> – Clerk to amend the model and circulate prior to discussion at the next meeting. 17/22/4 – Eglington Neighbourhood Plan: JL said the steering group had been awarded funding from Groundworks and needs authorisation from the PC to accept it. <b>MOTION 3</b> : Cllr Logan proposed and Cllr Davies seconded that the PC authorise the steering group, on behalf of the PC, to accept the grant of £6500 from Groundworks UK, for the engagement of Ludman Planning Ltd to assist in advancing and completing the draft Neighbourhood Plan, and the engagement of those consultants, in so far as their costs (net of VAT) are covered by the grant or any extension of it. This was agreed.  17/22/5 – <b>Project spreadsheet:</b> JH explained that the lead on each project kept a spreadsheet of invoices/expenditure and updated the Clerk regularly. 17/22/6 – <b>Local History Project:</b> JH said this project was progressing to budget. She thanked the Rev Usher for stepping in when the PC was unavailable to make payments. Very happy with the boards produced and there will be a Launch when completed. LT is starting the South Charlton Village boards. 17/22/7 – <b>Broadband project:</b> There were no issues so this project has been closed. 17/22/11 – <b>Footpath Infrastructure and viewpoint seating:</b> There has been liaison with Neil Dawson at NCC. The project is ready to go. NCC agreed to cover the cost and the ECA will provide the manpower. JA to chase this up. Could apply to the Community Foundation for funding eg for bridges on bridleways but there may be a problem with funding items which NCC has a statutory duty to provide. JL and JA to list of works needed eg fallen trees and send to Cllr Pattison. 17/22/11 – <b>Refurbishment of bus shelter and bin relocation:</b> Application for funding needs to be completed, and checking with NCC Conservation Team as necessary permissions are needed first. 17/22/11 – <b>Development of the Community Field*</b> 17/22/13 – <b>Bins at the bottom of the Tarry*.</b> 17/22/14 – <b>Logging routes and heavy vehicles*.</b>

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	<p>17/22/15 – <b>North Charlton Defibrillator*</b>:  17/22/16 – <b>1st Aid/Defibrillator courses*</b>: JL has some information on costs of courses.  17/22/17 – <b>Insurance/SCVH Lease</b>: LT said the insurance query has been resolved and LT has a copy of the lease. If Eglington Village Hall is the same it is up to the Village Hall to renew insurance. Although the PC has some responsibility. LT to look into the Eglington Village Hall lease.  18/22/18 – <b>Tree planting project*</b>.  18/22/19 – <b>Second speed camera at Eglington*</b>.  18/22/21 – <b>Defibrillator costs at SCVH</b>: JL said this matter has been resolved. The Stephen Carey fund has reimbursed the individual concerned and fund raising is to be done to repay the Stephen Carey Fund.  20/22/2 - <b>Application to Community Foundation of an admin post to complete CF applications*</b>.</p> <p>Clerk to research matters marked * for next meeting.</p>
<p><b>30/22</b></p>	<p><b>Requested Agenda Items:</b></p> <p>a. <u>Annual Governance and Accountability Return for 2021/22</u> – Appendix A.</p> <ol style="list-style-type: none"> <li>I. To consider and agree any actions arising from the report of the internal auditor (If any, to be provided at meeting) – No actions raised by internal auditor but the Clerk reminded everyone of the need for expenditure to be approved before it was incurred.</li> <li>II. To approve the Annual Governance Statement (Appendix A page). All agreed.</li> <li>III. To approve the draft annual accounts for 2021/22 (Appendix B). The accounts were agreed.</li> <li>IV. To approve the Asset register (Draft copies attached in Appendix C). The Asset Register was agreed.</li> <li>IV. To approve the Accounting Statement (Appendix A page 5), Agreed.</li> <li>V. To approve the Explanation of Variances and Bank reconciliation (Draft copies attached in Appendix C). Agreed.</li> </ol> <p>b. <u>Review of Code of Conduct</u> – For discussion and decision and signature of forms to agree to comply with the Code. Appendix D. It was agreed that this would go to the next meeting.</p> <p>c. <u>Loss of 407 Bus Service</u> – for discussion and decision on action to be taken (if any). Cllr Pattison said that Neil Easton (public transport NCC) was attending her next '9 Parishes' meeting 13th September 6.30pm, Old Courthouse, Alnwick.</p>
<p><b>31/22</b></p>	<p><b>Report from County Councillor:</b> August report previously circulated. Cllr Pattison gave more detail about the '9 parishes' meeting (see 30/22 c above). Andy Newby the Community Police Officer will also be attending the meeting to answer questions.  Cllr Pattison said she had received a complaint from a resident about the</p>

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	road/footpath beside St Maurices. She was uncertain of the exact location, and whose responsibility it was. The Rev. Usher said she would check it.
32/22	<p><b>Finance:</b></p> <p><b>a. Bank Account signatories:</b> For discussion and decision on who the additional signatories should be on the PC's two bank accounts (Currently Cllr Logan and Cllr Lawson (latter is authorised to sign cheques only). It was agreed that the additional signatories for both accounts would be Cllrs Turner, Angus and Hamilton. Clerk to progress.</p> <p>Clerk's salary and expenses to July 27/7/22 17.5 hrs x £11.73 205.28 + Expenses £31.45 Total £236.73 (Cheque to Newton on the Moor &amp; Swarland PC).</p> <p><b>b. Receipts:</b> None.</p> <p><b>c. Payments:</b> Thank you voucher for Mr Ian Gibson for carrying out internal audit - £30.00 BHiB Ltd Parish Council Insurance - £378.30 Eglingham with Old Bewick Church Heritage Fund for reimbursement For Painting Conservation (Rory Johnson £725.00) and Interpretation Boards artwork (Tanis Willis £1250.00). - £1975.00 Greenfingers Services Ltd (invoices 3197, 2991&amp; 3015) inc VAT. - £216.00 Parish Online website (cheque to Geosphere Ltd) inc VAT - £60.00 Miss Angela Meek – April 2022 - £194.70 NALC Subscription -£109.27 Sue Rudge (Lindisfarne Legacy Display Boards) - £1380.00</p> <p><b>d. Payments for retrospective approval:</b> Miss Angela Meek Month 11 paid 3/3/2022 -£248.70 Miss Angela Meek Expenses paid 3/3/2022 -£24.33 Stone Structures Ltd concrete pad inc VAT paid 3/3/22 -£630.00 Hortons Portable Buildings – Pavilion inc VAT paid 8/3/22 -£4,172.62</p> <p>All the above payments were agreed. Clerk to write a thank you letter to Rev. Usher for paying for the interpretation boards and conservation works as the PC was unable to do so.</p> <p><b>f. Account balance at 24.7.22</b> Treasurers account: £6546.60 Business savings Account: £2710.40</p> <p><b>g. Charges from NCC for By Election June 2022 costs – update. The</b></p>

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	<p>Clerk has asked NCC Elections section for an invoice for the election costs. Estimated costs could be upto £5000 and Elections have asked for payment in the current financial year. Cllr Pattison was confident the costs would be less and that payment could be spread over a number of years.</p>
<p><b>33/22</b></p>	<p><b>Planning Matters – Not a definitive list. See NCC Planning portal for full information.</b></p> <p><b>Planning Decisions</b></p> <p><b>22/00541/LBC</b> – Grovewood House, South Charlton, Alnwick. Listed building consent for internal and external alterations to rear extension to create 4no self contained holiday lets. Works to include replacing windows with doors. Application GRANTED 7th June 2022.</p> <p><b>22/00675/FUL</b> – Building known as The Pole Barn, Charlton Hall, Eglington – New rear orangery extension and amendments to windows/new window Velux installations. Application GRANTED 8th July 2022.</p> <p><b>22/01310/VARYCO</b> – Land south of 1 The Terrace, Eglington – Variation of condition 2 (approved plans) on approved application 18/00274/FUL to allow improvements to the original approved scheme. Whilst maintaining two storey height, this improved design would result in South West elevation treatment having less impact on street scene when viewed from public vantage points on B6346. Application GRANTED 11th July 2022.</p> <p><b>22/01355/VARYCO</b> – Farm buildings, Eglington Hall, Alnwick – Variation of condition 2 (approved plans) on approved application 15/03295/FUL. Application GRANTED 4th July 2022.</p> <p><b>Applications Awaiting decision.</b></p> <p><b>22/01757/FUL</b> – Land south of Garden Cottage, Charlton Hall, Eglington. Extension and retention of temporary dwelling. Comments invited until 25th July 2022. The PC had no comment to make with regard to this application.</p>
<p><b>34/22</b></p>	<p><b>Other Correspondence: previously circulated - no action required</b></p> <ul style="list-style-type: none"> <li>• Suggestion about changing grass cutting service provider. The Pc currently uses Greenfingers who just cut the grass whereas Mick Douglas would uplift the grass and charge less. JA said she'd give the Clerk contact details and cutting frequency so a changeover could be made.</li> </ul>
<p><b>35/22</b></p>	<p><b>Any Other Urgent Issues:</b></p> <p><b>a.</b> JLa asked about the <u>purchase of wreaths for Remembrance day</u> – to go to September meeting. The Rev Usher said she had been trying to find out the usual arrangements for the day. She will advise the PC in due course and will contact John Carr Ellison.</p> <p><b>b.</b> The issue of <u>recycling bins at Eglington</u> was raised. JLa said that Eglington were offered bins about 25 years ago but turned them down so</p>

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	<p>the bins went to South Charlton. A possible location was discussed such as a lay by. JH said she would pursue this.</p> <p>C, Suggestion boxes – details had been previously circulated. One suggestion was to have a village gardener a few times a year. Cllrs said owners of offending hedges had been written to previously and weeds were the responsibility of NCC local services. Clerk to go back to the person who suggested this and thank them, and describe the action to be taken. Suggestions and responses to be printed in Hear Abouts.</p> <p>The second suggestion related to reimbursement for costs of the South Charlton Defibrillator. See item 29/2 above. LT to write to resident and explain circumstances. PC unable to claim grant retrospectively and didn't have the ready funds to cover the cost.</p> <p>d. <u>Second speed camera</u> – The application for this was submitted by JL. Cllr Pattison said that installation of a flashing sign would be dealt with by Neil Snowdon at NCC. It would be good if the PC could access windfarm funds for this as Cllr Pattisons next grant allocation wasn't until April 2023.</p> <p>e. <u>Gateway sign</u> - Cllr Pattison said that NCC were prepared to install the 'gateway' sign at Eglingham and she had queried the design. The design of the sign at North Charlton was not liked and had cost £7000. Cllr Pattison will send plans to the Clerk to forward to the PC. Messages could be put on the sign eg 'please slow down'.</p> <p>f. <u>Stone troughs project</u> – JH queried whether the troughs etc could now be purchased. The Clerk will check how much the PC has available and advise. To date it has not been possible to check the actual bank balances held by the PC.</p> <p>g. <u>Christmas Lights</u> – Lights had been installed at Eglingham and the idea was that more lights would be purchased to roll out across the Parish. A local resident has offered to put a proposal together with a view to the PC submitting it for funding.</p>
36/22	<p><b>Date and Time of the Next Meeting</b> Thursday 1 September 2022 at 7.30pm –South Charlton Village Hall</p> <p><b>Future Meetings:</b> Thursday 13 October 2022 at 7.30pm – St Maurices (Eglingham Village Hall not available). Thursday 24 November 2022 at 7.30pm – South Charlton Village Hall</p>

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