

Eglingham Parish Council
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Draft Minutes of the electronic meeting of Eglingham Parish Council held on Wednesday May 13th, 2020.

This was the first electronic meeting of Eglingham Parish Council and the agenda was kept deliberately short. This would normally have been the Annual Parish Council Meeting and would have been preceded by the Annual Parish Meeting. Legislation means these do not have to be held during the National Emergency.

Minutes

20/32 **Public Questions** It was requested that any public questions be emailed to the clerk by 7pm on Tuesday May 12th. There were no questions received.

20/33 **Councillors Present:** Chair Cllr Alston, Cllrs P McIver, D Biesterfield, A Gray, J Robson, G Leishman. County Cllr W Pattison.

20/34 **Apologies for absence:** Cllr J Lawson, G Grahamslaw.

20/35 **Minutes of the Meeting of the Council held on Wednesday February 26th, 2020** had been circulated and were approved.

20/36 **Any matters arising not on hold due to the National Emergency:**

Update on Neighbourhood Plan; Cllr Biesterfield said the Design Code was well advanced in the form of a full draft which had been seen and commented on by the steering group. The landscape work had been held up due to the Coronavirus emergency but would hopefully get underway next month. The County Council's Northumberland Local Plan has likewise been delayed by the emergency and was now about 18 months from adoption but Cllr Biesterfield said he was minded to press on with the Neighbourhood Plan.

Climate change group: Cllr McIver clarified that rather than a group he would like to see this as a permanent agenda item acting as a check and balance for everything the Parish Council does.

20/37 **Coronavirus- any actions or provisional expenditure to authorise:**

To review donations the PC makes in light of the Coronavirus outbreak; The chair explained that in light of the Coronavirus emergency and that the parishes' churches and village halls and local groups can now access grants from the Middlemoor Community Windfarm Fund the PC's annual donations should be reviewed. He also felt that there were certain local charities in particular need of funding due to the services they provide at this time. He suggested that this year donations be made to HospiceCare North Northumberland, the Alnwick District Food Bank and the Great North Air Ambulance Service. This was agreed by all councillors and the level of donations will be set at the next meeting.

20/38 **Any other non-coronavirus urgent issues:**

Approval and Adoption of Eglingham Parish Council's Communication Strategy. This had been viewed and commented on by all between meetings and printed in Hearabouts and the Parish website. The clerk had not received any comments. It was agreed to adopt the strategy.

Approval and Adoption of Eglingham Parish Council's Safeguarding Policy This was adopted but it was agreed the clerk would clarify with NALC whether other groups could adopt the Parish Council's policy and also alert the Parish Council's insurers.

Clerk's forthcoming resignation; The chair explained that the clerk had handed in a letter of resignation explaining that she would be starting teacher training in September and therefore could not retain the position. She is intending to remain in the position until September to allow time for another clerk to be found. The clerk has written an advert which will be passed to NALC to advertise and also to be printed in Hearabouts. The chair asked that the word was put out locally as it would be ideal to have a local person.

Gutters; Cllr Biesterfield raised the state of the gutters on Eglington Village Hall. Cllr McIver said he would address this with the Village Hall Committee.

Land East of St James's Church Cllr Biesterfield also mentioned that Northumberland Estates had alerted the PC that they have submitted the planning application to Northumberland County Council for the Land East of St James's Church, South Charlton-Planning Application to Planning Portal. Site Plan of 7 residential dwelling. The clerk had not yet received notification from NCC and it was decided to wait to make any comment until this stage.

20/39 **Approval of regular accounts and Annual accounts for 2019/20 and the AGAR (all circulated).** The Accounting Statements 2019/20 were agreed and the chair signed. The clerk will send the Certificate of Exemption (where the authorities income did not exceed £25000) to PKF Littlejohn auditors and display the accounting documents on the Parish website. The chair read out the Annual Governance Statement 2019/20 and this was agreed. Dates will also be displayed for the exercise of public rights following forthcoming guidance from NALC on how Parishioners can view documents.

The finance report for March/April/May (circulated) was approved:

Payments made between meetings

Geosphere Parish Online annual fee £60 (we had a free one month trial)

Clerk's remuneration for March/April 18 hours @ £9.90 = £178.20

Neighbourhood Plan hours 5 hours at £9.90 (setting up payments and agreements)(to be claimed back to PC from Neighbourhood Plan fund at a future date). £49.50

Total to clerk £224.70

30/3/20 Groundwork UK £3350 repayment of unspent grant

30/3/20 Alison Farmer Associates £4290 payment for report (£770 is Vat to be reclaimed by Parish Clerk)

30/3/20 Angus & Julia Robson £2000 Community Foundation grant payment for their daughter's international cricket opportunities

20/4 BHIB annual insurance renewal £378.30

22/4 NALC subscription £124.50

Receipts between meetings;

27/3/2020 Community Foundation £2000 grant applied for on behalf of Harriet Robson (to be transferred to her)

10/1/20 Groundwork UK £6925 (grant for Neighbourhood Plan)

8/4/20 NCC 1st half of Precept £2000

8/4/20 HMRC Vat repayment £852 (including £715 from Alison Farmer invoice for English Parish Landscape Appraisal)

Interest received (Jan 0.12, Feb 0.12, March 0.10, April 0.12)

Accounts Balance as at 13/5/2020

Total £7163.40 (Treasurer's account £4453.58 Business account £2709.82)

Payments to be made at May meeting:

Greenfingers cuts 20/4&1/5 Invoice no 1726 £108

Clerk's remuneration May 15 hours @ £9.90 = £148.50

Printer cartridge £15.50, A4 Paper £5.99

Verbatim 64gb memory stick (to back up files from clerk's laptop) £5.99

Total to clerk £101.38

20/40 **Report from the County Councillor:** Cllr Pattison said she had re-reported the state of the road out of South Charlton to Eglington and Nigel Brannen had promised to look at it again. Cllr Pattison also raised what had happened with the Traffic Management Plan in Eglington since the Parish Council had agreed not to pursue the footpath along the bridge. The chair explained that NCC had said a traffic speed monitor could not be funded by this money but Cllr Pattison said she would follow this up. She also confirmed her funding for a speed monitor at the end of the village. Cllr Gray asked if there was any news on the 30mph signs for South Charlton. Cllr Pattison said she would chase this matter up but also urged that the clerk do the same as the signs had been promised by the summer.

Cllr Robson mentioned that the clerk had directed the matter of the renewal of the South Charlton Village Hall lease due in January 2021 to her at Northumberland Estates and she would be looking into it.

Cllr Biesterfield also confirmed that the remaining Groundwork grant for the Neighbourhood Plan of had now be re-granted back to the PC after the amount unspent in the last financial year had been returned to the organisation.

20/41 **Time and date of next meeting:** The next meeting of the Parish Council will be held on Wednesday July 8th, 2020.