



Birtley Parish Council

Minutes of the Annual Meeting of Birtley Parish Council held in the Supper Room of Birtley Village Hall starting at 8.15 pm. on 3rd May 2016

01-05-01 **Present** Cllrs EN Coulson (Chairman), SW Crone, J Robson, DRB Burn, A Lowes and WG White. Clerk: Robert Macfarlane and County Cllr RM Gibson

01-05-02 **Election of Chairman**

Cllr White proposed and Cllr Robson seconded **Cllr EN Coulson** as Chairman and all agreed. At this point in the meeting Cllr Coulson took the Chair.

01-05-03 **Declaration of Office** Cllr EN Coulson signed the declaration of acceptance of office (LGA 1972 s83).

01-05-04 **Apologies** None

01-05-05 **Declaration of Interest** Cllr SW Crone - 15/01190/FUL Birtley Hall, Cllr DB Burn – Village Hall

01-05-06 **Election of Vice-Chairman**

Cllr EN Coulson proposed and Cllr J Robson seconded **Cllr David R B Burn** as Vice-Chairman.

01-05-07 **Representatives**

Village Hall Committee

DRB Burn

Birtley Parochial Church Council

DRB Burn and SW Crone

01-05-08 **Minutes** Minutes of the meeting held on 15th March were agreed and signed.

01-05-09 **Matters Arising**

- **Water Problem** The issue of fast flowing water at the top of the village was discussed – NCC are aware of the problem.
- **Dog Fouling** This is still a problem caused by some irresponsible dog owners.

01-05-10 **Correspondence**

All councillors were circulated with a full list of correspondence.

CAN Newsletter, CAN Spring Conference, Love Northumberland Awards 2016

- **Tyne Valley Community Rail Partnership** – Next meeting is on 4th June.
- **From the NCC Waste Minimisation Officer** – Right thing leaflet, Commercial waste leaflet, Hazardous waste leaflet.
- **Staff Changes** Dr David Francis has now retired from CAN and Nalc. Andy Dean is new Chief Executive of Community Action Northumberland and Stephen Rickitt is NALC's new Chief Officer.
- **Pension Regulator** The Council has submitted details re Automatic Enrolment.
- **Insurance Quotes** Quotes for the parish insurance were received from Aon (Allianz) and Zurich Municipal. The latter being cheaper and also giving better cover.
- **Grass Mowers** Zurich Municipal insures both mowers.

01-05-11 **Audit**

Accounts and Audit Arrangements

Internal Audit

This has taken place and the auditor had no issues arising. The Clerk was asked to thank the Internal Auditor, C Earnshaw and invite him next year.

External Audit and Annual Statement of Accounts

Cllr Robson proposed and Cllr White seconded that the annual financial return be accepted and this was signed by the Chairman. It was RESOLVED that the Council approve the Annual Governance Statement the Accounting Statement and the Annual Internal Audit Report.

Exercise of Electors' Rights

The notice of appointment of date for the exercise of electors' rights must be displayed for 14 days. The Audit Notice will be displayed in Parish Notice Board and the 30 Working Day Period for the Exercise of Public Rights commences on 3rd June and will end on 14th July. The Council will submit the annual return and supporting documentation presented at this meeting to BDO LLP by the agreed audit date of 16th May. Approval of Accounts should be no later than 30th June and Publication of Audited Accounts no later than 30th September 2016.

Common Inspection Period 1st to 14th July

01-05-12 **Roads**

Still some concern over the number of pot-holes in local roads. The Council has been notified of temporary changes to Neighbourhood Services – New Interim replacement David Hunt.

01-05-13 **Ray Wind Farm Community Benefit Fund**

Cllr Burn is a member of the Steering Group which operates under the Guidance of Community action Northumberland. The 16 Turbine Wind Farm at the Ray Estate near Kirkwhelpington and has pledged an index linked annual investment of over £250,000 to set up a local Community Fund for the lifetime of the wind farm. If the wind farm generates green power for the next 25 years the community will see a total community investment of over £6 million. It is anticipated that the Wind Farm will become operational by the beginning of 2017 and the first payment to the community will be made 6 months after the operation starts.

01-05-14 **Footpaths** No issues.

01-05-15 **Planning**

15/01300/FUL The Water House Redesmouth NE48 2ER

Change of use from water pump house to dwelling with single storey extension and internal/external alterations. The Council supports this application; the development will complement the existing structure in a sustainable way using natural materials. The Council are pleased to see this old building brought back into use; it will also help the rural housing shortage.

15/01190/FUL Birtley Hall NE48 3HL Demolition of existing rear porch and construction of new rear porch. The Council supports this application; the porch needs to be replaced.

01-05-16 **Reports**

Village Hall The electrician will soon be installing the defibrillator.

NCC Impending chaos of road works expected in Hexham in June and July.

01-05-17 **Risk Management and Financial Procedures & Regulations Review**

With regard to Financial Regulations Documentation & Risk Management there were no suggested amendments or alterations.

01-05-18 **FINANCES**

Bank Statements 1st April 2016 Current £487.80 Deposit £2,747.57

Section 137 Expenditure: Limit for 2016/17 The Department for Communities and Local Government (DCLG) has confirmed that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2016/17 is £7.42. Birtley has 135 Electors so maximum allowance is £1001.70

Income NCC Half Precept £1450 and vat £98.16 Community Foundation Grant £1,431.

Approved Payments The following were agreed: Clerk's salary £228, HMRC £57, Clerk's expenses £46.25 (vat £3.66), SLCC £20, Zurich Municipal Council Insurance £251.85 (1st June), Village Hall Committee £1,000 Grant Aid, Chollerford Car Sales Petrol £56.21, Village Hall Annual rent £40, Internal Audit C Earnshaw £50, Sport Tynedale (Grant) £25.

LGA 1972 s137 payment

Queen's Birthday Celebration Medals £49.75

Promoting Tourism LGA 1972 s144 payment

Village Hall Committee (Hall refurbishment and Defibrillator) £1500

01-05-19 **Next Meeting**

Tuesday 2nd August 2016 at 8pm in the Supper Room of Birtley Parish Hall

There being no other business the meeting was closed at 9.25 pm.

Signed Chairman.....

Date.....2nd August 2016.....