



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 15th May 2012.

Present Messrs EN Coulson (Chairman), DRB Burn, J Robson, Mrs SW Crone, A Lowes and WG White. Clerk: Robert Macfarlane

Election of Chairman

Cllr David R B Burn proposed and Cllr Crone seconded **Cllr EN Coulson** as Chairman and all agreed. At this point in the Meeting Cllr Coulson took the Chair.

Declaration of Office Cllr EN Coulson signed the declaration of acceptance of office (LGA 1972 s83).

Apologies Unitary Councillor Cllr E Heslop and PC I Robertson

Declaration of Interest None

Election of Vice-Chairman

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

Representatives

Village Hall Committee	<i>DRB Burn</i>
Birtley Parochial Church Council	<i>DRB Burn</i>
Birtley Parochial Church Council	<i>SW Crone</i>

Minutes Minutes of the meeting held on 6th March were agreed and signed by the Chairman.

Matters Arising

- **Queen's Diamond Jubilee Celebrations** The Council will give every child (under 16 years) a commemorative mug. It was calculated that there are at present 21 children in the parish. It was RESOLVED to donate £80 for bunting and children's presents.
- **Play Area** The Chairman has received estimates for Phase II of the play area project. Baseworks will cost £2,250 plus vat and the Rubber Surfacing £2,950 plus vat.

Correspondence All councillors were circulated with a full list of correspondence. Housing Needs report, BDO Info, CAN News, Parking in Northumberland, Planning Inspectorate, NCC Recycling, NFU Crime Fighter, Environmental Clean-Up, Standards Committee & Funding for Sport and Outdoor Play.

- **Stone Walls** Cllr Burn has received a letter requesting that the stone walls around the village should be dressed and pointed. However as these belong to private individuals the Council has no powers to intervene.
- **Internal Audit** – letter from MMM Mitcheson re present audit.
- **Insurance Quotes** Quotes for the parish insurance were received from Aon (Allianz) and Zurich Municipal. The latter being cheaper and also giving better cover.
- **CAN Oil Consortium** Cllr Crone was to make enquiries as to whether such an arrangement would work in the Birtley area. Clerk to furnish her with details of the Humshaugh consortium.

Roads

There is a concern that the repairs/resurfacing of the Birtley to Redesmouth road through Pittlandhills Farm and Lowshawgreen Farm after the cable laying by Waitings may not be of the desired and expected standard. The Chairman has contacted Cllr Heslop who will ask NCC Highways to ensure that the companies responsible are aware of the standard required by NCC. One anticipates that NCC Highways will be monitoring the stages of the repairs. Cllr Heslop will contact Richard Hayes the Western Area Manager of Highways and Neighbourhood Services Local Services Group. Clerk to contact NCC re swivelling sign post at the Heugh junction. It points to The Heugh, Birtley and Bellingham in rotation.

Footpaths

No issues.

Planning

Planning Applications

12/00724/RENE Erection of permanent anemometer mast and provision of access track at Green Rigg Fell. NCC granted permission 30th April 2012

12/00379/CLPROP Certificate of Lawfulness for construction of single storey side and rear extension and replacement of existing side extension. The Cottage Birtley NE48 3HL NCC granted permission 29th March 2012

Reports

Village Hall The maintenance and repairs are all now complete.

NCC The LDF consultation begins soon and Cllr Heslop recommends parish council participation. There is a meeting at Bellingham on May 31st 4-8pm. Scaffolding will be erected on Wark Bridge from October 2012 so that work can begin again in Jan 2013. The bridge will NOT be closed during scaffolding but will, as before, be closed when the work begins on the rest of the deck. The remaining six spans will be dealt with on this phase as well as the refurbishment and painting of the side rails. That will leave the final phase to blast and repaint the main girders under the bridge.

FINANCES

Income vat £59.56 Half precept first payment £1250

Bank Statements 31st March 2012: Treasurer's Account £340.38, BMM £4337.05

Approved Payments The following were agreed: Clerk's salary £200, Clerk's expenses £48.24 (£2.33 vat), NCC Hire of Hall £10 (May), NALC £43.18 EN Coulson Jubilee Mugs £120, Petrol £70 TVS, OneandOne £11.99 (£9.99 plus £2 vat), L Gosling £80 Jubilee Celebrations, S Crone £6 Jubilee Mug.

Accounts and Audit Arrangements

Internal Audit has taken place. The Clerk was asked to thank the Internal Auditor.

Annual Statement of Accounts

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

BDO requirements and in line with Accounts and Audit (England) Regulations 2011 (Regulations 12-16)

Display the Audit Notice in Parish Notice Board from 2nd April to 15th April

Make records available to general public 16th April to 14th May

Completed Audit to BDO LLP Audit by 18th May.

Next Meeting

Tuesday 7th August 2012 at 8pm in the Supper Room of Birtley Parish Hall

There being no other business the meeting was closed at 9.30 pm.

Signed Chairman.....

Date.....7th August 2012.....

**Chairman: Mr EN Coulson, Vice Chair: Mr DRB Burn,
Councillors Mr J Robson and Mrs SW Crone, Mr WG White and Miss A Lowes**