



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 9th May 2017

01-05-01 Present

Cllrs EN Coulson (Chairman), SW Crone, 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 Burn seconded **Cllr EN Coulson** as Chairman and all agreed. At this point in the meeting Cllr Coulson took the Chair. The Chairman welcomed everyone to the meeting and thanked members of the Council for their support throughout the year, congratulating them all on being elected on 4th May. He congratulated County Councillor Gibson on being re-elected and thanked the Clerk for his support and advice to the Council throughout the year.

01-05-03 Declaration of Office

Cllr EN Coulson signed the declaration of acceptance of office (LGA 1972 s83). All Councillors signed the appropriate declaration of acceptance of office.

01-05-04 Apologies

None

01-05-05 Declaration of Interest

All councillors completed the "Members' and Co-opted Members' Disclosable Pecuniary and Other Interests" forms. These will be maintained by the Monitoring Officer at County Hall in accordance with Section 29 of the Localism Act 2011. The Electoral Commission expects a declaration by all candidates as to election expenses to be lodged with the Returning Officer.

01-05-06 Election of Vice-Chairman

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

01-05-07 Representatives

Village Hall Committee
Birtley Parochial Church Council

DRB Burn
DRB Burn and SW Crone

01-05-08 **Minutes**

Minutes of the meeting held on 7th 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 2017, NCC “getabout”, War Memorials Trust bulletin, Tynedale Hospice at Home.

- **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 **Footpaths**

No issues.

01-05-12 **Roads**

Still some concern over the number of pot-holes in local roads.

01-05-13 **Reports**

Village Hall The defibrillator is up and running and the new chairs look very good – next phase is the kitchen.

NCC Cllr Gibson gave a verbal report on County Hall activities.

01-05-14 **Audit**

Internal Audit

This has taken place and the auditor had no issues arising. The Clerk was asked to thank the Internal Auditor, GD Scorer and make appropriate arrangements for next year.

External Audit and Annual Statement of Accounts

Cllr Burn 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 2017.

Common Inspection Period 1st to 14th July

01-05-15 **Planning**

NCC Application **16/04626/FUL** - the development of "2no. residential dwellings on the garden of Hall View within Birtley, Northumberland". The Council strongly objects to this planning application and to date, so have twenty residents. The application has been withdrawn (20th March)

NCC Consultation **17/01480/FUL** Addition of rooflights to existing roofs
Low Countess park U5036 Black Bog Burn to High Countess Park NE48 3HR
The Council has no objections to this application

01-05-16 **Risk Management and Financial Procedures & Regulations Review**

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

The Assets Register remains the same.

All the appropriate documents are published on the Council's website.

01-05-17 **FINANCES**

Bank Statements 1st April 2017 Current £691.05 Deposit £1748.71

Section 137 Expenditure: Limit for 2017/18 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 £7.57. Birtley has 143 Electors so maximum allowance is £1082.51

Income NCC Half Precept £1550 and vat £148.57

Approved Payments The following were agreed: Clerk's salary £240, HMRC £60, Council's Expenses £24.85, SLCC £29, Zurich Municipal Council Insurance £257.60 (1st June), Chollerford Car Sales Petrol £56.21, Village Hall Annual rent £40, Internal Audit GD Scorer £50, NALC £60.96, Coulson Construction (Mower fuel) £34.37 and Robson and Cowan £64.46

01-05-18 **Next Meeting**

Tuesday 1st August 2017 at 8pm in the Supper Room of Birtley Parish Hall

There being no other business the meeting was closed at 9.15 pm.

.....

Annual Meeting of Birtley Parish

Chairman's Report

The Chairman welcomed everyone to the meeting. He thanked the Clerk Mr R Macfarlane for the support and advice given to the Council throughout the year.

He also thanked the members of the Council for their service and their efforts on behalf of the community during the year. He especially thanked Cllr Robson for his zeal and hard work organising the grass cutting and keeping the playing field, park and grass verges clean and tidy (Also Tony, Robert & Kristen). He made reference to the activities of the Village Hall Committee (especially Cllr Burn and Dean Rowell) and that they should be commended for the running of the hall and for the repairs and refurbishment of the hall especially the new public access defibrillator. He thanked Lesley Gosling for her involvement with the Community Wind Farm Fund.

The Chairman thanked members of the Council for their support throughout the year, congratulating them all on being elected on 4th May. He also congratulated County Councillor Gibson on being re-elected.

Councillor Retirement

The Chairman presented Jack Robson with a gift to show the Council's appreciation for his long service to the community. It was noted that Jack had joined the Council on 24th May 1976 and had served for forty years.

The Annual Parish Meeting and the Annual Meeting of Birtley Parish Council will take place in the Supper Room of Birtley Village Hall on May 8th May 2018 starting at 8pm.

**Chairman: Mr EN Coulson, Vice Chair: Mr DRB Burn,
Councillors Mrs SW Crone, Mr WG White and Miss A Lowes (one vacancy)**