

## ULGHAM PARISH COUNCIL

### **Minutes of the annual meeting of the Parish Council held in the Women's Institute Hall on Monday 20 May 2019**

Councillor J Scott (in the Chair)

Councillors G Brown, Mrs L Newman and Mrs H Shaw

Also in attendance 4 parishioners and County Councillor D Towns

#### **1/19 CHAIRMAN'S REPORT**

The Chairman circulated copies of his annual report.

#### **2/19 APPOINTMENT OF CHAIRMAN 2019-20**

Nominations for the position of Chairman of the Parish Council for 2019-20 were invited.

RESOLVED – Councillor Jim Scott be re-appointed as Chairman for the coming year.

Councillor Scott thanked his fellow Councillors for their support.

#### **3/19 APPOINTMENT OF VICE CHAIRMAN 2019-20**

Nominations for the position of Vice Chairman of the Parish Council for 2019-20 were invited.

RESOLVED – Councillor Mrs Helen Shaw be re-appointed as Vice Chairman for the coming year.

Councillor Mrs Shaw also thanked her fellow colleagues for their continued support.

#### **4/19 QUESTIONS FROM PARISHIONERS**

The resident who had raised the issue of the proposed caravan site on the land at the back of his property asked if any further information had been received.

There was some discussion regarding the restrictive covenant and whether the Caravan Club were aware of it.

Councillor Towns stated that as a property lawyer, neither the Caravan Club nor NCC would have looked at covenants as they had no authority over them. They were private legal matters for land owners. It would be the previous land owner who signed the covenant.

As stated at the last meeting, the resident had been told that use was restricted to 5.7 metre motor homes and 10 trailer tents at any one time until the County Council move the 30mph speed restriction back.

The resident stated that a 21-day notice had not been displayed.

He also had mentioned at the last meeting that he was looking at buying the adjacent plot, however he had been informed that the land had been sold and he had been advised that the land would be used for horses.

The resident who had raised the issue of the planning permission for the Stables application at the last meeting reported that he had been on the website and planning permission had not yet been given. He also said the variation regarding the removal of the footway lighting had not been agreed.

A resident mentioned that there were four trees behind her property that were in the River Lyne.

The Chairman stated that the Parish Council had been advised that the EA would not remove fallen trees from the river unless they proved to be a flood risk.

The Chairman reported that he had been advised that someone had caught the owner of a transit van in the layby next to the river dumping rubbish into the river. This had been reported to NCC with details of the number plate.

## **5/19 MINUTES**

Members were asked to approve the notes of the Parish Council meeting held on 15 April 2019.

In relation to Minute 80/10 it was agreed that the situation regarding the Southcroft Stables application would be checked.

Further to Minute 81/18 it was reported that the bid from the Playing Fields had not been successful. The reasons required examination and the bid would be re-submitted later. In relation to Minute 82/19 (ii) regarding events cost recovery, Councillor Brown mentioned that this would have an adverse impact on events such as the Northumbrian Gathering from next year as they would have to pay for the road closures.

Further to Minute 85/18 it was reported that the handrail had been installed at the War Memorial and this had been met with approval.

Councillor Towns mentioned the reference to potholes that had been reported via the NCC website. He had been advised that the first stretch of Ulgham Lane was scheduled for a full programme of repairs. This could result in a short-term closure or traffic management.

ESOLVED – The minutes be approved.

## **6/19 APPOINTMENTS TO OUTSIDE BODIES**

RESOLVED - The following appointments to outside bodies were agreed:

- (i) Sisters Wind Farm Community Benefits Fund Committee – Councillor J Scott
- (ii) Ulgham Village Committee – All Councillors were members of this Committee through the UVA or Playing Fields.
- (iii) Druridge Bay Regeneration Partnership – Councillors Mrs H Shaw and Mrs L Newman (This Partnership had not met for some time and it was agreed to investigate this further to see if it should be wound up).

## **7/19 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2018-19**

A copy of the Annual Governance and Accountability Return (AGAR) for 2018-19 had been circulated to Councillors. Councillors were asked to consider and agree the various sections of AGAR and to approve the draft annual accounts for 2018-19.

As the Council's income and expenditure was below the limit of £25,000, the Parish Council were asked to decide whether they wished to approve and submit the Certificate of Exemption for 2018-19.

RESOLVED –

- (i) The Parish Council approve the report of the internal auditor as set out within the AGAR.
- (ii) The Parish Council approve the Annual Governance Statement as set out within the AGAR.
- (iii) The Parish Council approve the draft final accounts for 2018-19.
- (iv) The Parish Council approve the Accounting statement and explanation of variances as circulated.
- (v) The Parish Council confirm and approve the Certificate of Exemption and agree that this be submitted to the external Auditors, PKF Littlejohn.

## **8/19 CORRESPONDENCE**

### **(i) Zurich Insurance – annual renewal of insurance**

The Clerk reported that the annual renewal of insurance had been received from Zurich at a cost of £546.35 for 2019-20.

RESOLVED – The Parish Council agree to renew the insurance with Zurich.

### **(ii) Northumberland Association of Local Councils (NALC) - Subscription**

Notification had been received from NALC regarding the renewal of the subscription for 2019-20 at a cost of £118.02. This also included a subscription to the Local Council Review publication.

RESOLVED – The Parish Council agree to pay the subscription to NALC.

### **(iii) Housing Strategy for Northumberland 2019-2021**

A copy of the above consultation document from the County Council had been circulated to all Councillors by email or hard copy. Comments were required by the 31<sup>st</sup> May.

Councillor Mrs Shaw was reviewing the document and would send any comments to the Clerk.

RESOLVED – It was agreed that any comments would be submitted to the Clerk by the deadline date.

### **(iv) Email from a resident regarding the Haul road**

The Chairman reported that an email had been received from a resident regarding the haul road. She had been advised that the land had been sold.

The Chairman had spoken to the NCC enforcement officer who confirmed that the land had been sold and had stated that any purchaser would still be required to adhere to the conditions regarding restoration.

## 9/19 **REPORTS FROM COMMITTEES**

### (i) Ulgham Village Committee

In the absence of the Chair of the UVA, Councillor Brown reported that the defibrillators had been ordered and payment had been sent off to the company. A date for installation was awaited.

There had been an offer to help with the village website from a resident.

Members were reminded that the Ulgham Feast would take place on 6<sup>th</sup> July.

RESOLVED – The information be noted.

## 10/19 **ACCOUNTS FOR PAYMENT**

It was noted that the following accounts were now due for payment:

- (a) Clerk, May salary, expenses, mileage £220.00
- (b) HMRC – paye payment, Clerk - £91.60
- (c) Zurich Insurance annual renewal - £546.35
- (d) NALC Subscription - £118.02
- (e) J M Champion – grass cutting in the village and village warden duties - £500

## 11/19 **REPORTS FROM CHAIRMAN AND MEMBERS**

Councillor Mrs Shaw reported on a meeting she and the Chairman had had with an officer from NCC who was working on a project called 'Empowering People and the Community'.

The discussion had mainly been about the acquisition of community assets.

There were two officers at NCC who could provide some additional information and it was hoped a meeting could be organised in June when they were back from leave. Community Action Northumberland could also provide some assistance. Support would be needed from the community.

Councillor Towns mentioned that the acquisition of an asset had happened at Mitford, so he had some experience in the process if any help was required.

It was stressed that this was only the start of the process and there was a long way to go.

## 12/19 **DATE OF NEXT MEETING**

The next meeting would be held on Monday 17<sup>th</sup> June 2019 in the WI Hall, Ulgham at 7.00 p.m.