

Stannington Parish Council

David Hall MA., PG.C., B.Eng (Hons), N. Dip. M., MCIPR, – Clerk to the Council
2 Monmouth Court – Widdrington – Morpeth –Northumberland
NE61 5QS – Tel/Fax 01670 791622 Email: Stanningtonpc@Aol.Com

Minutes of Annual Parish Meeting held
8 May 2019 – 6.45pm
Stannington 1st School

Attendance:

Councillor K Carins – in the chair
Councillor M Scott
Councillor R Tolson
Councillor D Emery
Councillor S Wilson
Councillor H Brown
Councillor S Dickinson

D Hall – Clerk

1. Apologies

Councillor R Philipson

2. To receive any declarations of interest in the agenda

None

3. To receive the minutes of the previous Annual Parish Meeting held 9 May 2018

Noted that these were approved at the normal meeting held on 11 July 2018 and that members noted the minutes.

4. To consider any matters arising from the minutes of the previous Annual Parish Meeting

No matters arising as all items dealt with at the council meeting held on 11 July 2018.

5. To receive the Annual report from the Chairman of the 125th APM

2019 was an exciting and productive year for Stannington Parish Council. A huge thank you must go to all our hard working, dedicated and supportive residents who wholeheartedly embraced the Stannington Parish World War One Event. Thank you to our Parish Councillors who gave up so much more of their time to volunteer for all the different roles and to all our businesses who went above and beyond their continued support of all things Stannington. Our beautiful Parish continues to thrive and flourish.

Our Parish Councillors' duties involve their commitment to representing and working for the whole of the Parish area. One of these duties involve consulting on planning applications;

DRAFT MINUTES ONLY

- We have commented and spoken, on behalf of the Parish, at the various planning meetings at County Hall. We speak for and against planning applications that come before the council. Our comments are always based on planning facts and on our knowledge of the parish which is greatly aided by the residents who live here.
- We are nearer to the adoption of the Local Plan but we remain vigilant to all large and small planning applications that are lodged within our Parish. We work with residents to mitigate against any issues or concerns they may have. Our Parish continues to grow and buck the trend of other rural Parishes. These new developments mean we have welcomed new residents into our Parish. These new residents are joining in all the village social groups and activities, further enhancing the wonderful community spirit we all enjoy in Stannington.
- St Mary Park residents have just celebrated the second year of their beautiful village hall and are enjoying the many social events held there plus all the classes and groups that use the hall. St Mary Park with its thriving pub, location and hall has become a very desirable place to live. We continue to wish them good luck for all their ventures and events and we hope to be able continue to attend many in the future.
- We have seen major improvements in the Parish, the resurfacing of Church Road, major repairs to Beechlea and Stannington Station Road. Although potholes remain the biggest issue this year, our roads are slowly returning to a better state of repair. Again, we must thank the perseverance of our residents, County Councillor Eileen Armstrong and our Parish Councillors for working together and keeping the County Council informed of the problem and making sure that the situation is closely monitored.
- A major achievement for the Parish is the adoption of our Stannington Parish Neighbourhood Plan. This document has taken four years to complete and now helps inform Northumberland County Council on all things relating to the Parish. It has helped in deciding planning applications.

Other duties around the Parish have included;

- Supporting various groups within the parish. The Parish Council will continue to support our red squirrels and we are, again, most grateful for all the hard work Mark Legard puts into the preservation of these beautiful creatures.

We supported our local Historian by enabling him to complete three books to commemorate the end of the Great War. The books have proved a great success and we are proud of Councillor Richard Tolson's dedication to Stannington's history and residents. The Parish Councillors, along with many other residents, groups and businesses, were involved in the 2018 commemoration of the Great War. This event was heralded by everyone across Northumberland as a truly outstanding and memorable event, something not see in the Parish before. We made the local news along with our school and our Ladies Flower Group. A children's book grew out of the history books and Deborah Court and Lizzie Carins with help from Councillor Richard Tolson produced a beautiful adaptation of real-life war animal heroes, Percy and Peter. We are extremely grateful to two of our local businesses and Lord Ridley and Lady Ridley for their support in making the book possible. Money raised from this event will be used for the benefit of the Parish.

- We support, maintain and improve the grounds across the Parish with the help of our handyman, Maurice, and some contractors. We report potholes, fly tipping and any other issues that affect our Parish. We continue to work with the County Council to reduce speed limits and put in parking restriction measures to safeguard our residents and our school children. The safety scheme, around the school, is now in action and we hope to improve the parking arrangements for parents and carers associated with the school. We work with the

local authority, we manage the grass cutting, refuse collections and the general housekeeping within the Parish. Our relationship with Northumberland County Council continues to be excellent and this is helped by the various training sessions and conferences which we attend every year.

- We set the precept for the year and, again, there is no increase in cost per household, in fact, there was a slight reduction which has been achieved by the new developments which have come about during this last year.
- The various Liaison Committee meetings we attend help maintain the good relationships that the Parish Council has with all outside bodies.
- We erected a flagpole in the village which is dedicated to Connie Dungait, for all her notable work within the Parish and Morpeth. Reverend Catherine Pickford performed a very moving flag raising ceremony, Connie was a much loved and admired resident of Stannington Parish.
- We now have two defibrillators in place in the Parish and we hope to add to these in the next year along with our speed awareness signs.
- The council has continued to hold meetings in the new school room and we hope to hold a couple of meetings in the village hall at St Mary Park this coming year.

Again, all that has been achieved, this year, would not have been possible if we did not have a strong Parish Council. Our County Councillor Eileen Armstrong, continues to support Stannington Parish, her advice and her attendance, on our behalf of all of us, at meetings at County Hall, is invaluable. Eileen works incredibly hard for us and makes sure that each and every resident is represented. We thank her for her friendship and her commitment to our Parish.

Reverend Catherine Pickford remains a true friend to the Parish Council and we are very grateful for her support and her care and commitment to the people of Stannington Parish.

We granted Maurice Stewart, Tommy Pringle, Philip Smith, Richard Phillipson and Joan Manners the title of Freeman of the Parish for all their remarkable work within the Parish. Their dedication and support of the Parish is commendable.

Maurice continues to maintain and care for the village, he keeps me right on all things related to the village. He is, as ever, the eyes and ears of the Parish Council and a great ambassador for us. His hard work and dedication are noticed and appreciated. He is much more than our handyman; he cares deeply for all things Parish related and supports every event that is held in the village.

Tommy Pringle is still my right-hand man when it comes to the arrangements surrounding the Remembrance Sunday service. This year he went further, by not only supporting me, but, dressing, in character, to celebrate the end of the Great War!

On behalf of all the Parish Councillors I would like to thank David Hall for his longstanding dedication as Clerk to the parish, we truly appreciate his expertise. His advice and support are crucial to the running of this council. He makes sure that we maintain a professional and correct approach whilst we all go about our Parish duties. We are grateful for his diligence and friendship.

On behalf of the Parish I would like to thank all the Parish Councillors for their hard work and commitment. Thank you to all our residents and businesses for, again, trusting the Parish Council to watch over this beautiful Parish and for allowing us the special privilege of safeguarding it for now and for the future.

6. Public session

The meeting closed at 7.50pm

Signed

Chairman

Date

Stannington Parish Council

David Hall MA., PGC., B.Eng (Hons), N. Dip. M., MCIPR. – Clerk to the Council

3 Monmouth Court – Widdrington – Morpeth –Northumberland
NE61 5QS – Tel/Fax 01670 791622 Email: Stanningtonpc@Aol.Com

Minutes of The Annual General Meeting

8 May 2019 – 7.50pm

Stannington 1st School

Attendance:

Councillor K Carins – in the chair
Councillor H Brown
Councillor S Wilson
Councillor S Dickinson
Councillor M Scott
Councillor R Tolson
Councillor D Emery
Councillor Armstrong – Northumberland County Council Councillor
D Hall – Clerk

2 residents of the parish

7. To receive any apologies

Councillor R Philipson

8. To receive any declarations of interest in the agenda

Clr Carins declared an interest in any applications for planning on Station Road

9. To conclude the election of chairman

Clr Scott proposed and Clr Brown seconded that Clr Carins be elected. There being no other nominations Clr Carins was elected for the ensuing year.

11. To conclude the election of vice-chairman

Cllr Carins proposed and Clr Wilson seconded that Clr Dickinson be elected. There being no other nominations Clr Dickinson was elected for the ensuing year.

12. To receive the minutes of the previous Annual General Meeting held 9 May 2017

Noted that these were approved at the normal meeting held on 11 July 2018 and that members noted the minutes.

13. To consider any matters arising from the minutes of the previous meeting held 9 May 2018

No matters arising as all items dealt with at the council meeting held on 11 July 2018.

12. To receive the minutes of the previous meeting held 13 March 2019

Agreed.

13. To consider any matters arising from the minutes of the previous meeting held on 14 March 2019

- Noted that the clerk was attempting to arrange a meeting with Bellway to resolve planning issues at St Mary Park
- Noted that a AGM was expected for the village hall

14. To consider reports from around the parish/outside bodies

A full report of the chair was presented earlier at the Annual Parish Meeting.

- Brenkley Minutes circulated
- Costs for church car park being sought
- Northumberlandia events noted
- Discussion re school site, challenge of school numbers, current building issues, community issues, safety etc. seeking discussion with Northumberland County Council.
- Dangerous kerb at Glorum reported to Northumberland County Council
- Apprentice being sought for the handyman
- Confusion on parking for funerals – resolved
- Serious road conditions on the way to Catraw reported to Northumberland County Council

15. To consider items pertaining to development Control

Councillors considered the following applications as a consultee of Northumberland County Council noting that the power to approve or refuse applications lies solely with the local planning authority and that the parish council's comments would be taken into account along with all other statutory consultees and those of residents:

| Applicant | Address | Detail | Decision |
|------------------|-----------------|------------------------|------------------------|
| L Graham | Whitehouse farm | Retail unit conversion | No objection |
| Mr Turner | 21 Station Road | 3 dwellings | Object as in greenbelt |
| Bellway | St Mary Park | 27 Dwellings | No objection |
| Lichfields | Netherton Park | Widen access | No objection |

Note: Cllr Armstrong of Northumberland County Council took no part in any of the planning discussions and Cllr Carins took no part in discussions re applications on Station Raod.

Notices of appeal - none
Notices of enquiry – none

Other notices:

16. To consider matters relating to finance

The following income accounts were noted and approved:

Income:

Interest

March £2.44

April £2.58

Fees – Twag £206.66**Precept** of £13940**Bank balance of** £34697.09 BOI and £10350.00 Lloyds – 11 April 2019**The following payments were approved:**

| Chq | Payee | Details | Amount £ |
|------------|----------------------------------------------------|----------------|-----------------|
| 1201 | Wave | Water bill | 154.64 |
| 1202 | Carrs | Squirrel food | 43.73 |
| 1203 | Blagdon | Rent | 50.00 |
| 1204 | Blagdon | Rent | 360.00 |
| 1205 | Northumberland Association of Local Councils | Subs | 440.87 |
| 1206 | N C Trees | Tree surgery | 800.00 |
| 1207 | BHIB | Insurance | 1836.32 |

Resolved that: The payments and income listed be approved**17. Correspondence**

Noted unless otherwise stated:

- Northumberland County Council – street naming St Mary Park
- Northumberland County Council – surface dressing work]
- KPF Littlejohn – Audit notice
- B Kerr – bus shelter repairs
- Northumberland County Council –precept advice
- Mr Whiffing – garden access
- Mr Hill – speeding on Betts Lane

18. Any other business at the discretion of the Chairman

- Footpath to Netherton Park from Station Road – further request to Northumberland County Council
- Two lamp posts damaged at Netherton Park on grade separated junction
- Seek further info on Go NorthEast bus to Cramlington
- Severe littering at Glororum – report to Northumberland County Council
- Hepscott Park to Station Road end footpath needed – request Northumberland County Council

Councillors received an informal update on proposals for a new development at Netherton Park by Astoria Homes.

19. Date of next meeting17 June 2019 – 6.45pm Stannington 1st School

The meeting closed at 9.10pm

Signed**Chairman****Date**

Stannington Parish Council

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Minutes of Annual Parish Meeting held
17 June 2019 – 6.45pm
Stannington 1st School

Attendance:

Councillor K Carins – in the chair
 Councillor M Scott
 Councillor R Tolson
 Councillor S Wilson
 Councillor S Dickinson

D Hall – Clerk

20. Apologies

Councillor R Philipson, Councillor H Brown, Councillor D Emery

21. To receive any declarations of interest in the agenda

None

22. To approve the annual accounts for the council

The council considered the annual statement of accounts for the parish council for the financial year ended 31 March 2019.

| | | | |
|------------------------------------------------------------|--|----------------|-----------------|
| Bank reconciliation 2018/19 - Bank Ireland Account | | | |
| Opening Balance 1 April 2018 | | | 22354.68 |
| Less payments in year | | | -31436.36 |
| Add income | | | 32179.78 |
| Closing Balance as at 31 March 2019 | | | 23098.10 |
| Less unbanked income | | | 0.00 |
| Less VAT claim made | | | -2512.76 |
| Add U/P Cheques | | | 169.17 |
| | | | |
| | | | |
| Closing Balance as per bank statement 31 March 2019 | | | 20754.51 |
| Bank reconciliation 2018/19 - Bank Ireland Account | | | |
| Lloyds TSB at 31/3/18 | | | 10350.00 |
| Lloyds TSB at 31/3/19 | | | 10350.00 |
| | | | |
| | | Balance | 33448.10 |

Stannington Parish Council

| 2017-18 | Financial year ended 31 March 2019 | | 2018-19 | 2018-19 |
|---------|----------------------------------------------------------------------|---------|------------------|---------------|
| | Balance as at 31 March 2018 | | | |
| 24679 | Bank of Ireland | | 22354.68 | 22355 |
| 10350 | Lloyds TSB | | 10350.00 | 10350 |
| | No petty cash account held | | 0.00 | <u>0</u> |
| | | | 32704.68 | 32705 |
| | U/P cheques at 31 March 2019 | | | |
| | | Chq | | |
| | Bank of Ireland | 1190 | 19.17 | 19 |
| | | 1191 | 150.00 | <u>150</u> |
| | | | 169.17 | 169 |
| | Lloyds | None | | |
| | Unbanked income at 31 March 2019 | | | |
| 1610 | VAT | | -2512.76 | -2513 |
| 525 | Fees | | 0.00 | <u>0</u> |
| | | | -2512.76 | -2513 |
| | Cash Book | | | |
| 35029 | Opening Balance | | 32704.68 | 32705 |
| 25753 | Add receipts in the year | | 32179.78 | 32180 |
| -28077 | Less Payments in the year | | -31436.36 | <u>-31436</u> |
| | | | 33448.10 | 33448 |
| | Receipts | | | |
| -22950 | Precept | | -25000.00 | -25000 |
| -33 | Interest | | -32.02 | -32 |
| -1161 | Burial fees | | -1035.00 | -1035 |
| -1610 | Vat | | -2512.76 | -2513 |
| 0 | Grants and other income | | -3600.00 | <u>-3600</u> |
| | Total receipts | | -32179.78 | -32180 |
| | Payments | | | |
| 4250 | Salaries office | | 4207.23 | 4207 |
| 1280 | Salaries handyman | | 2080.00 | 2080 |
| 214 | Travel | | 321.00 | 321 |
| 221 | Telephone | | 240.54 | 241 |
| 239 | Stationery | | 0.00 | 0 |
| 0 | Postage | | 0.00 | 0 |
| 0 | Books and periodicals | | 0.00 | 0 |
| 1989 | Insurances | | 1769.68 | 1770 |
| 1091 | Sundries/ admin | | 1663.49 | 1663 |
| 0 | Professional Fees | | 0.00 | 0 |
| 378 | Subscriptions | | 404.18 | 404 |
| 440 | Audit Fees | | 200.00 | 200 |
| 3069 | Cemetery | | 2919.01 | 2919 |
| 3033 | S.137 | | 377.00 | 377 |
| 2594 | Grounds and Open Space General | | 2911.93 | 2912 |
| 0 | Shelters seats and bins | | 254.98 | 255 |
| 0 | Equipment | | 3978.08 | 3978 |
| 0 | Furniture & Fittings | | 0.00 | 0 |
| 2355 | Playing Field | | 250.00 | 250 |
| 633 | Store Rental & fittings | | 677.18 | 677 |
| 1736 | Environmental /traffic schemes | | 6669.30 | 6669 |
| 2946 | Neighbourhood Plan | | 0.00 | 0 |
| 1610 | Vat | | 2512.76 | <u>2513</u> |
| | 28077 Total payments taking into account inter bank transfers | | 31436.36 | 31436 |
| | Annual Return | | | |
| | | Box | | |
| 35029 | Balances BF | 1 | 32704.68 | 32705 |
| 22950 | Precept | 2 | 25000.00 | 25000 |
| 2803 | Other receipts | 3 | 7179.78 | 7180 |
| -5965 | Staff | 4 | -6848.77 | -6849 |
| | Loan | 5 | | |
| -22112 | Total other costs | 6 | -24587.59 | -24588 |
| 32705 | Balances fwd | 7 and 8 | 33448.10 | 33448 |
| | 32705 Total cash and short term investments | | 33448.10 | 33448 |

| Stannington Parish Council | | | | |
|-----------------------------------------------------|--------------------------------------------------|-----------------|---------------|------------------------------------------------|
| Supporting Statement | | | | |
| for Year Ended 31 March 2019 | | | | |
| Assets | | | | |
| Movements during the year | | | | |
| a) | The following Assets were purchased: | | | |
| | Traffic signs | | 4306 | |
| | Defibrilators | | 4752 | |
| | | | <u>9058</u> | |
| b) | The following assets were disposed of: | | | |
| | None | | 0 | |
| | | | <u>0</u> | |
| c) | At 31 March 2019 the following assets were held: | | | |
| | COMMUNITY ASSETS | | | |
| | Cemetery & Car Park | | 1 | |
| | Play Equipment | | 46932 | |
| | Additions as above | | 9058 | |
| | BUILDINGS | | | |
| | Village Hall | | 1 | Custodian Trustee only (Reg charity 522140) |
| | Fountain | | 15000 | |
| | OTHER FIXED ASSETS | | | |
| | Personal Computer | | 0 | written off |
| | Fax Machine | | 0 | |
| | Bus shelters | | 50784 | |
| | Seats/Bins/planters | | 9945 | |
| | Gates & Fences | | 13000 | |
| | Grounds equipment | | 0 | written off |
| | Furniture | | 2135 | |
| | TOTAL ASSETS | | <u>146856</u> | |
| The basis of valuation is replacement value. | | | | |
| Community land is valued at £1.00 | | | | |
| Leases | | | | |
| | Lessor | Blagdon estates | | |
| | Purpose | Playing field | | |
| | Rent | | 50 | |
| | Expiry | 2021.00 | | |
| Borrowings | | | Nil | |
| Debts outstanding as at 31 March 2015 | | | Nil | |
| Earmarked Reserves | | | Nil | |
| Tenancies | | | Nil | |
| | Council as tenant | | 340 | |
| | Councilst landlord | | Nil | |
| Other | | | | |
| | Agency work | | Nil | |
| | Advertising | | Nil | |
| | Pensions | | Nil | |
| Payments made under section 137 | | | | |
| | Village show | | | 252 |
| | CAN | | | 100 |
| | Nland soc | | | <u>25</u> |
| | | | | <u>377</u> |

| Bank reconciliation – pro forma - Stannington Parish Council | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------|-------------------------|
| This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box 8 in the column headed "Year ending 31 March 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures. | | | |
| Name of smaller authority: | Stannington Parish Council | | |
| County area (local councils and parish meetings only): | | | |
| Financial year ending 31 March 2019 | | | |
| Prepared by (Name and Role): | D Hall - RFO/Clerk | | |
| Date: | 31/03/2019 | | |
| | | £ | £ |
| Balance per bank statements as at 31/3/19: | | | |
| | Lloyds TSB | 10,350.00 | |
| | Bank of Ireland | 20,754.51 | |
| | | | 31,104.51 |
| Petty cash float (if applicable) | | | 0.00 |
| Less: any un-presented cheques as at 31/3/19 (enter these as negative numbers) | | | |
| | 1190 | (19.17) | |
| | 1191 | (150.00) | |
| | | | -169.17 |
| Add: any un-banked cash as at 31/3/19 | | | |
| | VAT | 2,512.76 | |
| | | | 2,512.76 |
| Net balances as at 31/3/19 (Box 8) | | | <u>33,448.10</u> |

Resolved that:

- 1. The Annual Governance Statement 2018/19 be approved**
- 2. The Accounting Statements 2018/19 be approved**
- 3. It be noted that the council does not operate a petty cash system**
- 4. The councils financial regulations be reapproved**

It be noted that the closing balance and total value of cash and short term investments at 31 March 2019 is £33448.10

The meeting closed at 7.30pm

Signed

Chairman

Date