

Minutes of the meeting of Hexhamshire Parish Council held on Thursday 13<sup>th</sup> December 2018 at 7.30 pm in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall.

12.1 Apologies for Absence: Davy Short, Colin Horncastle (County Councillor).

Councillors present: Alastair Stevens, Austin Iliffe, Ed Parker, Greg Finch, Marge Rastall, Hilary Kristensen, Nicola Matthews, Gill Whatmough, Alison Tweddle

12.2 Minutes of the previous meeting of the Parish Council held on Thursday 8<sup>th</sup> November 2018:

It was agreed the minutes were a true record of the meeting.

12.3 Declarations of interest:

None

12.4 Matters Arising:

11.1. AS has received the Neighbourhood Plan from Allendale Parish for review, he will forward to all members.

4.14.2 The owners of Lilswood Caravan Park have until Friday 14 December to comply with their Planning Contravention Notice or an Enforcement Order will be issued to both the agent and the residents at the caravan site.

8.9.2 Alex Campbell has carried out an enforcement visit at Windy Hill to inspect the works carried out over previous months and they have to apply for retrospective planning. Still on going.

10.13.11 Website issues (Google Maps and Updates). Mr Flatman has completed some work to the website. GS to contact Edward Robson regarding some very infrequent Website updates etc.

11.6.2 Insurance renewal – agreed level of insurance – valuation remains the same. Invoice is £597.52 in 2018 it was £581.58.

11.11.1 Pot holes – some have been filled in but on the same stretch of road some have not been done. More Snow poles at Kingslaw are still required. Snow markers are very important as the snow plough cannot see where the road travels without them, they are not needed where there is a field wall or boundary but at Kingslaw there are not enough poles – on going.

11.14.1 PAYE for Clerk- the Parish needs to apply to use Government Gateway and receive a Employers Reference Number ERN, then find some payroll software to prepare the salary. The past years salary will need to be paid in the next four months.

12.5 Public Participation

There were no issues raised.

12.6 Correspondence

- Adoption leaflets to be put on the Parish Notice Board.
- Thank you letter from Royal British Legion for donation

## 12.7 Financial Report

12.7.1 The summary accounts forwarded to everyone with the agenda. The balances on the accounts remain at: -

- Treasurer's Account - £11124.86
- Sports field/Savings Account - £10822.36
- Wetlands Account - £138.08
- Dukesfield Account - £12,634.07

12.7.2 Parish Magazine have been sent the forms to apply for a grant from the Parish Council.

12.7.3 Invoices to be paid

Village Hall £285.00 & £90

Trevor Golightly for erecting new seats £264

12.7.4 Investing – in Cambridge & Counties – still ongoing. The Community Bank may be about to open an interest bearing account for Parish Councils so we will await developments.

12.7.5 It was decided that we did not need to advertise that requests for grants/ donations from the Parish Council are now required. The Policy for donations is on our website.

## 12.8 Matters for Discussion with the Unitary Councillor

None

## 12.9 Planning Application

Gair Shield was approved.

## 12.10 Broadband

12.10.1 Airnexus confirms equipment required for extending the signal from Walley Thorn to Viewley has now been delivered

- Work expected to start on 13<sup>th</sup> December at Wally Thorn with the erection of directional aerial, installation and commissioning of additional equipment required to transmit signal to Viewley
- Work will then continue at Viewley with erection of directional aerial, sector aerials, receivers, transmitters and establishing the power connection. Signal expected to be available at Viewley by Christmas
- Commence installations to end users in the High Quarter during January

## 12.11 Highways and Footpaths

12.11.1 Request made for additional snow poles between Gairshields plantation and Moss Hill

12.11.2 Pot hole repairs previously requested outstanding

12.11.3 No confirmation received that patching and re-surfacing C278 from Houtley to Triangle is included in 2019-20 programme

## 12.12 BOATs

12.12.1 Very little activity

12.13 **Reports**

Wetlands:

- 12.13.1 The public footpath running through the site would benefit from a minor diversion. GW and AS to meet the footpaths officer in January.

Hall

- 12.13.2 Very successful Christmas Fayre raised over £500 for the Hall. Thanks to Gill for all her hard work
- 12.13.3 Successful conclusion to the land registration issue with the title for all the land the hall stands on now registered in the names of 4 of the original trustees as holding trustees
- 12.13.4 Application made to vest title of the hall with the Official Custodian of Charities. Custodian representatives meet end of each month to consider applications. Decision expected early January
- 12.13.5 Formal request for Parish Council donation towards running costs of hall

School

Sportsfield/Play Area

Smelting Arches

12.14 **Any Other Business**

- 12.14.1 At a NALC meeting Gaynor was informed that all Parish Clerk's must be employees of the Parish. GS has done some investigation, although on her contract and in discussions at interview she was told she would be self-employed, all Clerks must be paid PAYE via ERN. As GS has not been paid any sums of money yet, there is no issue. The group suggested to look into more options before the next meeting.
- 12.14.2 Rushwood – Jo Turner (enforcement officer) has provided an update about Rushwood; this issue has been ongoing for over 4 years and centres on a group of new buildings which were erected with planning permission. The development work was not carried out in accordance with the approved plans. There is some frustration about the lack of progress to remedy the situation. It is believed that the land is still registered in the name of the deceased previous owner and is now the responsibility of the trustees or executors. AS agreed to respond to the latest update

As there was no further business the meeting was declared closed at 9.15pm