

Minutes of the Annual General Meeting of Hexhamshire Parish Council held on  
Thursday 20<sup>th</sup> May 2021 in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall.

1. Apologies for Absence - Unitary Councillor - Colin Horncastle  
Councillors present – Gill Whatmough, Hilary Kristensen, Greg Finch, Marge Rastall, Davy Short, Nicola Matthews, Edward Parker, Alison Tweddle, Roger Rutherford.
2. Election of Chairman  
The Clerk invited nominations for the post of Chairman.  
Marge Rastall was proposed by Gill Whatmough and seconded by Hilary Kristensen.  
Marge Rastall was duly elected as Chairman and took the Chair.
3. Election of Vice-Chairman  
Nicola Matthews was proposed by Marge Rastall and seconded by Alison Tweddle. And duly accepted.
4. Appointment of Scrutineer for Annual Accounts  
It was agreed to ask Marion Henderson as in previous years.
5. Appointment of 3 Councillors to sign cheques/access on-line banking  
Gill Whatmough, Hilary Kristensen and Greg Finch.
6. Appointment of 2 Councillors onto the Wetlands Sub-Committee  
Davy Short and Hilary Kristensen.
7. Appointment of 2 Councillors for the Smelting Arches  
Greg Finch and Gill Whatmough.
8. Appointment of 3 Councillors to the Highways Sub-Committee  
Davy Short and Ed Parker and Gill Whatmough
9. Appointment of 2 Councillors to the 4 Parishes BOATs Committee  
Hilary Kristensen and Davy Short (if this is still active)?
10. Appointment of Parish Council representative to the Board of the Parish Hall Trust.  
Nicola Matthews.
11. Appointment of Parish Council representative to the Board of School Governors  
Roger Rutherford
12. Annual Governance and Accountability Return for 2020/2021 –
  - 12.1 To consider and agree any actions arising from the report of the internal auditor. None required
  - 12.2 To approve the Annual Governance Statement. Approved
  - 12.3 To approve the draft annual accounts for 2020/2021. Approved
  - 12.4 To approve the Accounting Statement and Explanation of Variances.
  - 12.5 To confirm and approve the Certification of Exemption . Approved

The above were all approved by the Councillors and signed by the Chairman Marge Rastall.  
The Declaration of Acceptance Of Office forms were duly signed by the Chairman and the Councillors and will be retained by the Clerk.

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in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall.

5.1 Apologies for Absence - Unitary Councillor, Colin Horncastle

Councillor's present – Gill Whatmough, Hilary Kristensen, Greg Finch, Marge Rastall, Davy Short, Nicola Matthews, Edward Parker, Alison Tweddle, Roger Rutherford.

5.2 Minutes of the previous meeting of the Parish Council held on Thursday 8<sup>th</sup> April 2021

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

5.3 Declarations of interest

None

5.4 Matters Arising

2.8.2 Rushwood – It was brought to everyone's attention that Rushwood is in a terrible state. At many meetings all the Councilors have voiced their concerns about the state of the area and the welfare of the horses, yet nothing has been done by NCC. The Enforcement Officers have not shown any interest in the site. The horses have both been moved in the past 2 weeks. It was requested that we write directly to the Leader of the NCC to ask him to visit the site and see for himself the state, as requests direct to the planning dept have gone unanswered.

12.4.2 Lilswood Caravan Site – The neighboring resident has agreed with the proposals for the drainage, and allowed the run off to be through his fields. However, there are still issues to be resolved i.e. colour of caravans, landscaping, lighting. The trees that were removed did not have TPO. The site maybe granted permission to be open 12 months of the year but with no permanent residents allowed and no business to be registered from any address on site, the caravans cannot to be sold as full-time dwellings. A landscape architect has been involved with the site. It is likely that the application is going to the full planning committee in July.

12.14 Lighting at the Church Gates – still ongoing

5.5 Neighborhood Plan – the monies remaining from the grant for the year end 2021 have been returned.

5.6 Public Participation

No members of the public were present

5.7 Correspondence

5.8 Finance

5.8.1 Balances as at 19<sup>th</sup> May 2021

|                     |           |
|---------------------|-----------|
| Treasurer's Account | £14233.29 |
| Sportsfield Account | £2683.17  |
| Dukesfield Account  | £13152.61 |
| Wetlands Account    | £672.40   |

- 5.8.2 The AGAR 20/21 (Annual Governance and Accountability) year end accounts were circulated to all of the Councilors. These have been audited by Marion Henderson and approved. They were also approved at the AGM and signed by the Chair. The Certificate of Exemption was also signed.
- 5.8.3 Invoices approved for payment: -  
NALC - £169.84 and Play Inspection £83.40
- 5.9 Matters for discussion with the Unitary Councilor - Cllr Horncastle not present – comments sent have been discussed under the appropriate headings.
- 5.10 Planning - none
- 5.11 Highways, footpaths and BOATS
- 5.11.1 Highways to be contacted re priority signs at Dalton Bridge and to inform them there is a crack on the actual bridge.
- 5.11.2 Still many potholes in the area and a further list to be compiled (inc. Dalton Bridge and subsidence on the Lea Road etc)
- 5.11.3 Stiles that needed to be repaired have been reported to NCC.
- 5.11.4 The barriers stopping motorcycles using the Peth Bridge have been removed after a legal technicality. The Parish Council wrote to NCC to contest this decision, the barriers have worked well for a few years and now motorcycles are using the Foot Bridge to access the BOAT. The correspondence from NCC stated the bridge was a 'highway' so this is to be investigated.
- 5.11.5 Passing Place on the Dipton Mill to Shield Green Nursery to be followed up with NCC Highways, this has been previously requested but no action as yet.
- 5.12 **Reports**
- Wetlands – Summer grazing has been let to Juliet Rogers.  
We have applied for the Local Authority Treescapes Fund (LATF) via DEFRA, to try to increase the planting and natural regeneration in local communities. The Clerk has completed the Expression of Interest via NCC for the fund.
- Dukesfield Arches – The tenders with Scheme of Works have been distributed to 3 contractors. Closing date for tenders 9<sup>th</sup> June. Greg happy to oversee the project with Doonans assistance.
- Hall – Repairs have been completed on the ceiling in the Supper Room. The Hall is now open for functions, subject to guidance.
- School -
- Sportsfield – Play Inspection has been completed, nothing major, just usual issues but these must be addressed.
- 5.13 **Any Other Business**  
Chairman will respond to a 'Expression of Interest' email regarding Fibre Broadband for the areas  
  
This is the first meeting held in the Village Hall in 2021 due to the outbreak of COVID-19 and the global pandemic..

The meeting closed at 9.05