

Minutes of the Annual General Meeting of Hexhamshire Parish Council held on
Thursday 12th May 2022 in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall.

1. Apologies for Absence - Unitary Councillor - Colin Horncastle, Alison Tweddle, Roger Rutherford
Councillors present – Gill Whatmough, Hilary Kristensen, Greg Finch, Marge Rastall, Davy Short, Nicola Matthews, Edward Parker.
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 Greg Finch. 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 3 Councillors to the Highways Sub-Committee
Davy Short and Ed Parker and Gill Whatmough
7. Appointment of Parish Council representative to the Board of the Parish Hall Trust.
Nicola Matthews.
8. Appointment of Parish Council representative to the Board of School Governors
Roger Rutherford
9. Annual Governance and Accountability Return for 2021/2022 –
 - 9.1 To consider and agree any actions arising from the report of the internal auditor. None required
 - 9.2 To approve the Annual Governance Statement. Approved
 - 9.3 To approve the draft annual accounts for 2021/2022. Approved
 - 9.4 To approve the Accounting Statement and Explanation of Variances.
 - 9.5 To confirm and approve the Certification of Exemption. Approved

The above were all approved by the Councillors and signed by the Chairman Marge Rastall.

Minutes of the Meeting of Hexhamshire Parish Council held on Thursday 12th May 2022
in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall

- 5.1 Apologies for Absence Alison Tweddle, Roger Rutherford, Councillor - Colin Horncastle
Present – Marge Rastall (Chair), Nicola Matthews (Vice Chair), Lee Riley, Edward Parker, Davy Short, Greg Finch, Gill Whatmough, Hilary Kristensen, Clerk - Gaynor Scandle
- 5.2 Minutes of the previous meeting of the Parish Council held on Thursday 14th April 2022
It was agreed the minutes were a true record of the meeting.
- 5.3 Declarations of interest – none
- 5.4 Matters Arising
- 6.13.2 Plaque to commemorate the WW2 Home Guard Shelter – ongoing HK
1.11.1 Anti-speeding measures – still ongoing.
- 5.5 Public Participation – none
- 5.6 Neighbourhood Plan – Jenny Ludman fee proposal is 9.5 days at £500/day total £4750 (no VAT). If we wish to apply for grant funding, we need to establish budget / cash flow and all costs involved including postage, leaflets/questionnaire, room hire etc. Which we can claim back via grant funding. Those present looked at Slaley Parish leaflet regarding their forthcoming Plan. No decision was made, very reluctant to proceed as government planning policies are changing and the Plan maybe unnecessary. To be discussed in more detail when Cllr Roger Rutherford is present.
- 5.7 Correspondence
- 5.8 Finance
- 5.8.1 Approval of AGAR which had previously been sent to all Councilors for review and has been scrutinized and signed by Marion Henderson
- 5.8.2 Invoices approved:
- NALC £171.13
Hall £45
- 5.8.3 Balances as at 8th May 2022
- | | |
|---------------------|------------|
| Treasurer's Account | £16,960.76 |
| Sportsfield Account | £1,793.51 |
| Dukesfield Account | £12,127.49 |
| Wetlands Account | £996.35 |
- 5.8.4 VAT claim to 31 March 2022 completed and sent – total £305.46
- 5.9 Matters for discussion with the Unitary Councilor - not present

5.10 Planning – Query if an equine arena requires planning permission?

5.11 Highways, footpaths and BOATS

5.11.1 Hardcore has been placed in edges of road at Channel Well and Dotland – query as to how long this will last.

5.11.2 BOATS – lots of 4x4 and motorcycle activity this weekend – Guards Lane now destroyed. Police were in Shire 9 May.

5.12 Reports

Wetlands

Anne Porter sent an email re *Management Plan For Quakers Hole*..

She has asked 2 ecology services to see if they will give a quote for a simple management plan.

This will look at the 3 compartments and their habitat feature and from this they will make some recommendations on management.

The woodland trust free trees scheme is open now, this would be with a view of replacing the dead trees along the roadside. Some clearance work would be needed here to trim or clear the dead trees, in order to plant the new trees. Quotes needed for this.

Mrs Porter suggested a community meeting to discuss all the issues in September and look at a way forward for management of the area.

The Councillors present do not feel that there is enough funding to justify a large spend on this area and costs will be the major issue.

The Porters have given a cheque for £100 from the Henry Bell Trust to the Parish Council, Councillors believe this should be returned to HB Trust as this money does not belong to the parish Council

None of the Councillors present believe this is what they envisage for the Quakers Hole area

- Grazing for 22/23 wetlands has been requested by Juliet Rogers.
- Fence in pony field is storm damaged and needs repair.

Dukesfield Arches –

- Grant received from Henry Bell Trust for £400.
- Contractors hopefully start 23rd May, Greg to minute start-up meeting.
- Greg has informed neighbouring properties and Allendale Estates.

School – Interviewing for new Headteacher

Hall –

Sportsfield –

- Play Equipment inspection report to be sent to Matthew Hope to see if he can address any of the issues mainly if they are ‘amber’
- The white lines on the tennis courts are fading - Matthew also to be asked to renew these.

- Shire Football Team will 'fold' after this coming season. The Changing rooms container belongs to the PC = one of the other containers is in a great state of disrepair and should be removed. Chair to contact YFC to see what is in their container and if the whole area could be addressed.

5.13.1 Queens Platinum Jubilee celebrations – Thursday 2nd June bonfire at Sportsfield as a beacon.
Sunday 5th June at Sportsfield 2-5pm

- Marquee booked 5m x 10m – hired for Thursday night bonfire and Sunday afternoon.
- Received funding of £500 from the NCC fund
- WI will do teas for Sunday
- YFC doing bar and food if they wish on Thursday
- School doing the competition
- Jubilee Rosettes ordered by Marge
- Ice Cream van ordered by Marge
- Games in-hand by Marge and YFC
- Alcohol License applied for by Austin – need license for Thurs and Sunday in marquee.
- Old photos for display are on-going.
- Suggested having a 'royal' theme for fancy dress for kids.

5.14 Any Other Business

5.14.1 Clerk – Gaynor Scandle, officially resigned on 26 April 2022. Position has been advertised on FB and via NALC, closing date 23 May interviews 31 May. Person spec has been distributed – new appointed person must have relevant qualification or be working towards them

5.14.2 New seat has arrived, (presently at Clerks house), Trevor Golightly will fit.

Meeting closed at 9.15