

**Minutes of the Annual General Meeting held on Thursday 11th May 2017
in the Chatton Village Hall Chatton Commencing at 19.00**

Present: Chairman J Railton Vice-Chairman M Strother
Parish Councillors: R Tebay P Dodds S Dodds & A Wrangham
T Cairns (after Min 1244)
County Councillor R Lawrie
John Butler
Clerk I Hunter
1 Member of the public

Public Question time: -

Community Speed Watch- The Chairman welcomed John Butler.

John Butler explained that there is a Chatton Community Speed Watch Group, who are currently going through the vetting process, but should shortly be starting on the job training. Once the training has been completed Chatton will take their turn in using the police 2-way radio's, hi-vis vest & a speed gun. John Butler concluded by saying the group is currently considering funding opportunities to allow them to purchase their own speed gun and hi-vis vests, the cost is approx. £800. Parish Councillors agreed they supported the project and asked to be kept updated.

John Butler left the meeting at that point

Chairman's Annual Report: The Chairman gave the following verbal report:

There is currently a reduction in Parish Councillors, however, there are people on the waiting list.

The Parish Council have had successes in Planning: the Parish Council is now being recognised by the Planning Department. Unfortunately, we have lost some Planning applications.

Progress:

There has been success with signage, the filling of pot holes when reported, lobbying of Highway's Officers as well as a better communication with Northumberland County Council Officers.

Min 1240- Election of Chairman 2017/18 – Parish Councillor A Wrangham proposed & Parish Councillor M Strother seconded Parish Councillor J Railton as Chairman for the forth coming year.

Min 1241- Election of Vice-Chairman 2017/18 – Parish Councillor R Tebay proposed & Parish Councillor S Dodds seconded Parish Councillor M Strother as Vice-Chairman for the forth coming year.

Min 1242- Standing Orders- Parish Councillors reviewed & adopted the previously circulated Standing Orders

Min 1243- Complaints Procedure- Parish Councillors reviewed & adopted the previously circulated Complaints Procedure

Apologies for Absence: None

Min 1244- Parish Council Vacancies- The Clerk informed the meeting that written requests have been received from M Govett & T Cairns. The meeting considered the requests and accepted T Cairns as a Parish Councillor for Chatton Ward. As T Cairns was present he signed the Declaration of Acceptance and joined the Parish Council at that point. Parish Councillors considered the request from M Govett and agreed to accept her as a Parish Councillor for Hetton Ward, but asked the Clerk when replying to M Govett to query her future attendance at Parish Council meetings due to her attendance over the last 12 months. Parish Councillors agreed the following protocol for considering requests for Parish Council vacancies in the future:
All interested parties must submit a written request to join the Parish Council, and then they will be invited to attend the next Parish Council meeting.
It was agreed to place the current vacancies on the Parish Council website.

Declaration of Interest: None

Request for Dispensation: None

Community Police: No update

Minutes- The Minutes of the Parish Council Meeting held on 13th April 2017 previously circulated were agreed and signed by the Chairman.

Min 1245 (Min 1229) - The Neighbourhood Plan- Parish Councillor R Tebay gave the following verbal update:

Representatives of the Steering Group have met with Colin Barnes of Northumberland Estates, and have been advised that Northumberland Estates intentions are to develop as per the Strategic Housing Assessment, by using infill sites in Chatton. Colin Barnes is going to supply a form of wording which can be used in publications.

There should be a co-operative approach

The future of the Village shop needs to be considered.

There needs to be consideration given to designate local green spaces.

Keep it simple

There is to be a coffee morning on 24th June and the Steering Group are looking to use this opportunity to display the findings and information as well as the emerging plan and policies.

A questionnaire is to be included in the next edition of the Chatton News to get ideas for future use of the School Field.

The meeting agreed that Northumberland Estates should be asked to install the footpath next to the Community garden.

The meeting agreed the Clerk contact Paul Heywood of AMV Playgrounds and ask him to contact Parish Councillor R Tebay & A Wrangham to organise a site meeting to discuss the possibilities for this site and the opportunities for funding.

The Chairman tabled hard copies of suggestions for the logo. The meeting agreed the Chairman would circulate all suggestions to all Parish Councillors who will rank them in order of preference and a decision will be taken at the July Parish Council meeting.

Min 1246 (Min 1230)- Defibrillators- Parish Councillor A Wrangham asked for this to be deferred to the September Parish Council meeting. This was agreed.

Min 1247- Annual Audit- The meeting considered the Annual Audit paperwork previously circulated and accepted the information for the Year ending March 2017. The Annual Governance Statement was completed, and then the Chairman signed the Annual Audit Return which completed the Annual Audit for year ending 31st March 2017.

Parish Councillors agreed to pay E Rathbone £50 for undertaking the Internal Audit.

Min 1248- Bank Signatories- The Clerk informed the meeting that currently the only Parish Council cheque signatories at the Vice-Chairman and the Clerk, the Standing Orders state that cheques should be signed by 2 Parish Councillors. Parish Councillors agreed at the minute the Vice-Chairman and the Clerk sign all cheques until additional signatories are approved. The Chairman and Parish Councillor T Cairns agreed to be added as cheque signatories. The Clerk agreed to organise the Bank Mandate.

Min 1249-Financial Statement

- Bank Balance £ 17509.39

Min 1250– Accounts for Payment-

- Mrs E I Hunter £ 96.00 Clerk's Salary
- HMRC £ 24.00 PAYE
- NALC £ 139.72 Subscription
- E Rathbone £ 50.00 Internal Audit
- Came & Company £ 316.51 Annual Insurance premium

Min 1251- Annual Insurance Premium- Parish Councillors considered the previously circulated quotes received from Zurich Municipal £453.29 and Came & Company £316.51. Parish Councillor R Tebay proposed & the Vice-Chairman seconded the acceptance of the quote from Came & Company. This was agreed.

Min 1252- Planning Application-

17/01498/FUL- Proposed single storey extension to the rear of an existing cottage to improve the usability of the existing kitchen and provide two bedrooms- Sandpiper Cottage 1B Hetton Law Farm Cottages Lowick TD15 2UL
Parish Councillors to consider the Application and e-mail comments to the Clerk.

Min 1253- Planning Approval-

17/00749/FUL- Proposed removal of utility and construction of a single storey sunroom- 1 North Hazelrigg Chatton Alnwick NE66 5SB

Min 1254- Correspondence-

- NCC- Notification of Byways open to all Traffic Nos 21 & 57
- NCC- Modification Orders (Nos 6 & 32)

Min 1255- Footpaths- Parish Councillors agreed to make no comment on the: Pre-order consultation on Right of Way Amerside Law- Hollow Burn

Min 1256- Parish Council meeting dates for 2017/18: Parish Councillors agreed the previously circulated dates for Parish Council meetings in 2017/18.

Min 1257- Chatton News- The meeting agreed Parish Councillor R Tebay prepare articles on the TNP and the questionnaire for the School Field. The Chairman prepare an article requesting additional Parish Councillors, and to include check the website to see who are your current Parish Councillors. Include a link to the website in the Chatton News.

Any Other Urgent Business.

Min 1258- Weetwood Hall- Parish Councillors raised concerns about the current Planning Applications, questioning if planning conditions are being adhered to. It was agreed Parish Councillors check the Planning Portal, and the Clerk to contact the Enforcement Officer and ask her to check if the Planning Conditions are being carried out.

Min 1259- Internet Access- Parish Councillor R Tebay informed the meeting that the Village Hall Committee are considering providing wifi for the Village Hall. Parish Councillor P Dodds again raised concerns about the internet at the Hortons area. The meeting agreed the Clerk contact John Cooper at Northumberland County Council for an update, but also suggested residents of the Horton area also need to lobby Northumberland County Council.

Min 1260- Village Hall- The Vice-Chairman queried the lack of baby changing facilities in the Village Hall. It was agreed the Vice-Chairman provide more information for the June meeting when this will be considered.

Min 1261- Transport Plan- Parish Councillors asked the Clerk to contact County Councillor A Murray asking for an update on the traffic flow survey etc., for the June meeting.

Date of the next Parish Council Meeting: Thursday 8th June at 7pm

Agenda Items for June meeting must be received by 29th May 2017

Chairman _____ Date _____

Ch's Initials _____