

WIDDRINGTON STATION & STOBWOOD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE HALL OF THE WIDDRINGTON COMMUNITY CENTRE ON THURSDAY 29TH July, 2021 COMMENCING AT 6.30. P.M.

In attendance were Councillors Mrs M Willoughby (Chair), D Baron, K Batson, A Carrier.
Parish Clerk

1. To receive apologies for absence

Cllr G Tate

2. To receive declarations of interest

Cllr Batson declared a non-pecuniary interest in regard to any matters relating to the Stobswood Welfare.

3. Minutes of the Parish Council Meeting held on the 14.06.2021 for approval and adoption

Cllr Mrs Willoughby proposed to approve and adopt the minutes. The proposal was seconded by Cllr Batson and carried.

4. Matters Arising on the minutes

(Minute 4 page 36) Gleeson's Development at Widdrington Station ZOOM Meeting held with Northumberland County Council Officers on Tuesday 1st June, 2021.

Cllr Mrs Willoughby referred to the resolution that the Clerk should write to the Chair and Leader of the Northumberland County Council, the Chief Executive and the Head of Development Services Section giving details of the Parish Council's concern that the matter cannot be sorted out to the benefit of the community of the parish and that the mishandling of the Section 106 Agreement by the County Council may result in an Insurance Claim being submitted to the County Council's Insurers'.

Sullivan Associates of Amble who had been engaged to deal with the plans in regard to the proposed extension to the Community Centre had been requested to proceed with the drawing of plans required for the submission of the application for Planning Permission.

(Minute 6a page 36) The Clerk reported that following the meeting held at the Community Park to determine the location of the seat the concrete base had been provided and arrangements will be made for the seat to be installed.

(Minute 6b page 36) The Clerk reported that Reay Security had installed the sim cards in regard to updating the CCTV System at the Community Park

5. Reports from Outside Bodies none

6. Correspondence Received none

7. Planning Applications

Planning Ref 21/02315/FELTPO – Tree Preservation Order – Proposal to fell Sycamore tree number 1 at Woodland View, Woodburn Street, Stobswood NE61 5QD. The information was received but further information was required as to why the tree needed to be felled.

8. Parish Council Event – Commemoration of VE Day and VJ Day, Picnic in the Park Saturday 24th July, 2021

The day had been a success with many attending. A raffle was held and £460.00 was raised for the COMBAT STRESS charity for Veterans' Mental Health. Cllr Mrs Willoughby proposed that the Parish Council donate £40.00 to the charity making the total £500.00. The proposal was seconded by Cllr Baron and carried.

The facilities for the day, the Marquee, generators and toilets were all delivered and installed as arranged. The only problem was the overnight security on the Saturday which at the last minute had to be arranged. Cllr Mrs Willoughby proposed a payment of £50.00 to each of the three residents of the parish who worked a shift system to provide security is made with grateful thanks. The proposal was seconded by Cllr Baron and carried. Those attending were very pleased to be able to attend a communal event after such a difficult time of isolation with the Covid 19 Lockdowns.

As the organisation of the event with the entertainment provided by Station Entertainments went so well it was agreed that any future events involving a Marquee to be held at the Community Park are arranged on the basis of Hiring the Marquee and the facilities etc.,

9. Parish Council Event – Open Day at the Community Centre

Following the lifting of Government Covid 19 restrictions it was considered that the Open Day could be arranged. However, it was considered appropriate not to arrange a date at the present time.

10. Parish Council Event – Guy Fawkes Public Firework Display

Owing to the Covid 19 Pandemic Lockdowns last year's display was not held. Cllr Batson proposed that a display is arranged for Saturday the 6th November, 2021 and that as the budget was not utilised last year the number of Fireworks that are purchased is increased to provide an enhanced display. Cllr Carrier seconded the proposal which was carried.

11. Community Park Installation of Flag Poles and Flags

Cllr Batson gave further information in regard to the Flag Poles. He proposed that three are installed one two metres taller than the other two. Flags to be displayed on appropriate occasions The Union Jack and Flags representing the Armed Services. A Flag could be designed for Widdrington Station with Grange View School involved. It was agreed that costs are to be obtained prior to a decision being taken.

12. Widdrington Station Community Centre Website

Cllr Carrier gave details of the number of visits both to the Parish Council Website (844 in first 8 days) and the Community Centre Website (122 since 09.07.21) He was updating the Community Centre Site and would present details at the next monthly meeting of the Parish Council.

13. Finance

- i) Parish Clerk's financial statement – monthly update – Bank of Ireland Account Balance as at 30.06.2021 £78,991.14 Receipts £540.00 Rent from Stobswood Allotment Association Reconciled with Bank Account State for June, 2021.
- ii) Payments Approved by the Chair and Vice Chair of the Council since the last meeting in accordance with the Covid 19 arrangements were issued to the Councillors with the meeting Agenda.
- iii) Budget against Spending Quarter Ending 30.06.2021, Report issued to Councillors with meeting Agenda The spending for the Quarter was £11,943 and the budget for the year is £61,590. The major expenditure for the Quarter was £2,452 in regard to the renewal of the lights in the Hall of the Community Centre, together with the annual insurance premiums for the Parish Council and Community Centre.
- iv) Widdrington Community Centre – Statement of Financial Accounts for the year ending 31.05.2021, Report issued with meeting Agenda. The Income totalled £6,292.02 (£1,343 from Centre Hire Bookings, £3,430 from Govt Grant re Covid 19 Lockdown, Electricity Fits Payments re Solar Panels £2,151.92 and £4.10 from Centre Pay Phone) Income was much reduced from previous years due to Covid 19 Lockdowns. Expenditure totalled £12,634.52. The total of the Bank Account was £7,686.29.

v) 2021 Audit Report

- a) To receive the Internal Auditors Report dated the 27.06.2021, Report issued to Councillors with meeting Agenda
- b) Cllr Mrs Willoughby proposed approval and was seconded by Cllr Batson and unanimously to resolve as follows:-
Statement of Accounts, Annual Return for year ended 31st March, 2021 and signed by the Chair.

Section 1 – Annual Governance Statement

We have put in place arrangements for effective financial management during the year and for the preparation of the accounting statements – **Yes 2.** We maintained an adequate system on internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness – **Yes 3.** We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances – **Yes 4.** We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations – **Yes 5.** We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required – **Yes 6.** We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems – **Yes 7.** We took appropriate action on all matters raised in reports from internal and external audit -**Yes 8.** We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and where appropriate, have included them in the accounting statements -**Yes 9.** Trust funds- the statements were not applicable to the Parish Council.

Section 2 – Accounting Statements for 2020/2021

Approved and Signed by the Chair of the Council

Notice of Appointment of Date for the Exercise of Elector's Rights for Year Ending 31st March, 2021

The Clerk referred to the Prescribed Notice which will be displayed on the Parish Council Notice Boards and Website for the period 2nd August, 2021 to the 13th September, 2021 giving the Parish Electors the right to inspect accounts on reasonable notice by application.

14. Staff Matters.

The Clerk referred to his decision to vacate his position at the end of October, 2021. The Parish Clerk Vacancy had been advertised in the Northumberland Gazette and Morpeth Herald as well as Parish Notice Boards and Website. A number of Application Forms and Job Descriptions had been issued to those making enquiries. Interviews would be held during August.

The Meeting Ended at 8.00 pm

Signed----- Date-----

