At the Meeting of the Council held at Hauxley Village Hall on at 6.30pm on Monday 9th May 2016

**Present:** Cllrs W Appleby, R Callender (Chair), I Thomas and J Lightfoot

 The Parish Clerk in attendance Vicki Smith

 4 Members of the Public were in attendance

 Actions

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1a.** **Election of Chairman for 2016/17**Members voted unanimously that Rita Callendar would remain as Chairman for Hauxley Parish Council. **b.** To receive the Chairman Acceptance of Declaration of OfficeThe Clerk received the documentation.**2a. Election of a Vice-Chairman for 2016-17**Members voted unanimously that Ken Graham would continue in the position of Vice-Chair.**b. To receive the vice-chairman declaration of office**The Clerk to receive the Vice-Chairman declaration of office**3. Councillor Vacancy**Members received an application from Dave Cook. Dave Cook attended the meeting personally to present his statement. Members voted to accept Dave Cook as a member of Hauxley Parish Council.The clerk to arrange a date outside of the meeting to arrange the relevant paperwork is complete.**4. Apologies for absence**Apologies were received from Cllr Ken Graham**5. Declarations of interest in items on the agenda**None**6. Public Questions**Residents expressed deep concern with the parking issues within the village. Residents are unable to park at their own homes or gain access at all on some occasions. Deliveries are unable to be made due to the parking problems. There are issues with residents finding notes on their own cars, outside their own homes, being asked to move their car for the sake of non-residents. Although there is parking signage in place throughout the village, this is being ignored.Possible solutions to help ease the parking problems were discussed including liaising with the bird watchers to agree an area of land be marked off with stones as an overflow car park. Cllr Iwan Thomas to take the forward with the bird watchers.Additionally Cllr Rita Callender will liaise with the Village Hall committee to ask that when future bookings are made, clients are made aware of the parking restrictions and the use of the over flow car park. Cllr Calendar also agreed to provide a poster for the village hall outlining the parking areas.The clerk to follow up with NCC the KEEP CLEAR road marking request to see where this is in the programme and when to expect the markings to be done. Additionally, an article to be drafted to be placed in The Ambler to highlight and raise awareness for local residents and visitors.**7. To approve and confirm the minutes of the meeting held on 14 March 2016.**The minutes were agreed as an accurate record of the meeting.**8. Matters arising there from:****8a. Parking obstructing access to Low Hauxley:** NCC are aware of the request to add KEEP CLEAR road markings in Low Hauxley. The Clerk to chase up where in the programme this work is.**8b.** **Warning sign for cyclists at entrance of Sustrans Track:** The sign has been erected.**8c. Untidy land report:** NCC have conducted a site visit and have agreed that an enforcement notice is to be served upon the property. The clerk to obtain further information and next steps and report back.**8d. Rotting tree by verge:** The branch is still intact. The Clerk to clarify again who owns the land the tree is on and ask for it to be removed. Cllr Lightfoot has offered to remove it should permission be granted.**8e. High Hauxley litter bin:** The new litter bin has been installed and is being emptied on a regular basis.**8f. Maintenance of allotment walkways:** The clerk to liaise with relevant colleagues to ascertain whose responsibility it is to ensure that the walkways are maintained.**8g. Pylon cables over allotments and letter to Northern Power Grid to land owners:** It was agreed that the Clerk will contact the land owners of where the pylons are based and enter into discussions around getting them removed. It was reported that the cable appeared to have dropped further.**8h. Flooding in Hauxley including correspondence subsequently received:** NCC have agreed to clear the culverts annually and to review the drainage as the winter approaches. Members requested to know the regime and timescales for the clearing of the culverts. The clerk to arrange for an officer to attend the next meeting of the Parish Council.The issue with sump holes and quick sand was addressed at the meeting. Warning notices have been put in place and investigations are ongoing. The Clerk to seek further information as soon as possible and contact the mines authority for more information. Residents and visitors are reminded to adhere to the warning signs and stay vigilant in the meantime until further information is known.**8i. Capital Improvement Programme – Hauxley Lane:** The clerk to follow up with Cllr Robert Arckless**8j. Annual culvert clearing by NCC:** addressed above**9. Standing item – Report by County Councillor**There was no report provided on this occasion.**10. Finance:** Report from Internal Auditor – The report from the Internal Auditor had raised no issues.**a. The Community Account:** The closing balance on the Community Account stands at £4235.40 on 30 March 2016.**b. The Business Saver Account:** The closing balance of the Business Account stands at £6002.21 on 29 April 2016.**c. Financial Summary** – documents were circulated at the meeting or available from The Clerk**d. Payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Cheque No** | **Creditor** | **Reason** | **Amount**  |
| 28.04.16 | 100593 | V Smith | Wages/expenses | £178.96 |
| 28.04.16 | 100594 | E Brown | Wages/expenses | £70.50 |
| 28.04.16 | 100595 | HMRC | PAYE | £42.00 |
| 28.04.16 | 100596 | HMRC | PAYE | £17.40 |
| 9.05.16 | 100597 | Peter Basnett | Audit | £32.00 |

**e. Receipts**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Ref** | **Debtor** | **Reason** | **Amount** |
| 13.04.16 | 3267396 | NCC | Precept | 2000.00 |
|  |  |  |  |  |

**f. To consider the approval of the annual governance statement**The governance statement was considered after an internal audit conducted on 9 May 2016 and signed accordingly.**g. To consider the statement for accounts 2015/16**The statement of accounts were considered after an internal audit conducted on 9 May 2016 and were accepted.**11. Planning:****a. To report on any planning decisions:** None**b. Planning matters pending:** Members requested further information on the recent planning development in the village. The Clerk to investigate.**c. To consider any planning matters:** None**12. Agenda Items****12.1: Hauxley Village Plan:** Members agreed to defer this item until the September meeting**12.2: Schedule of meetings:** The next series of meetings is as follows:11 July 2016 – Hauxley Village Hall12 September 2016 – Hauxley Village Hall14 November 2016 - Hauxley Village Hall9 January 2017 - Hauxley Village Hall13 March 2017 – Hauxley Village HallAll meetings to start at 6.30pm.**12.3 Grit bin for High Hauxley:** A grit bin has been ordered from NCC.**12.4 Drop Box for Hauxley Parish Council:** Members agreed for The Clerk to pursue the option of Drop Box which would allow members to access documents online, it will also enable The Clerk to upload correspondence received ahead of the meeting.**13. Correspondence Received:****13.1 Review of Planning System and outcomes of meetings** – Members were made aware.**13.2. Parish & Town Council Planning Training** - Members were made aware and The Clerk to seek additional planning training sessions and circulate dates for those that wish to attend**13.3: Notice of election and Notice of election address** – Police and Crime Commissioner – Members were made aware**13.4: Council changes to Fire and Rescue Service** – The Clerk to circulate electronically**13.5: Northumberland Wildlife Trust events and Photo Competition** – Members were made aware.**13.6: SLCC Branch Meeting** – for information only**13.7: Director of HMP Northumberland Tony Simpson meeting with local Councils:** This meeting took place on 4th May 2016**13.8: Joint Area Committee Parish / Town Council Meetings:** Members were made aware**13.9: CAN e:News 11 April 2016:** For information**13.10: Community Chest Scheme 2016-17:** For information**13.11: Love Northumberland Awards 2016**: For information**13.12: Waste Management Leaflets:** For information. The Clerk to find out about glass collection. Cllr Callender to take forward the query relating to waste from commercial cottages**13.13: NCC Funding e:bulletin:** The Clerk to circulate**13.14: Letter from Anne-Marie Trevelyan MP re: Battle of the Somme Commemoration 1 July 2016:** Members were made aware**13:15: NCC Public Right of Way:** Members were made aware. The Clerk to seek clarification on who is responsible for ensuring the footpath is maintained and cleared.**13.16: NCC Temporary Speed Restriction C123 Park Road Lynemouth:** For information**13.17: Local Council Audit and Transparency:** The Clerk to circulate14. **Date and time of next meeting:** The next meeting would take place on Monday 11 July at 6.30pm in the Village Hall, Low Hauxley.The meeting closed at 7.50pm | Clerk✓ClerkClerkCllr ThomasCllr CallendarClerkClerkClerkClerkClerkClerkClerkClerkClerkClerkClerkClerkClerk ClerkClerkClerkCllr CallenderClerkClerk |
|  |  |