

**MITFORD PARISH COUNCIL**

Minutes of the Annual Parish Council meeting held on the rising of the Annual Parish Meeting on Wednesday 2 May 2018 in The Village Hall, Mitford.

**Present:**

Councillors Mrs Esther Ridley, Mike Sharp (Chairman – presiding), Ted Rodger and Mrs Alison Young

**Also present:**

NCC Councillor Glen Sanderson

PC Andrea Teasdale (who both left after Councillor Sanderson had presented his report)

SE Rickitt – Clerk

*NB: "NCC" means "Northumberland County Council"*

**1: Election of Chairman**

Councillor Sharp was elected as chairman for the forthcoming municipal year

**2: Declaration of acceptance of office**

The declaration of office was completed.

**3: Election of Vice-Chairman**

Councillor Mrs Ridley was elected as vice-chairman for the forthcoming municipal year.

**4: Chairman's opening remarks**

These had been made at the preceding Annual Parish Meeting.

**5: Public Participation**

No members of the public were present.

**6: Apologies for absence.**

Parish Councillors Mrs Sheena Hudson and Matt Skillen

**7: Declaration of any interests and the grant of any dispensations**

<b>Councillor</b>	<b>Reason</b>
None	

## 8: Report from the Beat Manager

8.1 PC Teasdale reported that a quad stolen from Earsden Mill last week and the thieves took the gate off in order to steal it. There have not been many reports of poaching in the area however the police have some operations set up to address the continuing problem of poaching.

8.2 Now it's getting better weather and lighter nights, parishioners were asked to make sure that sheds and outhouses are locked at all times to prevent any thefts.

8.3 Councillors discussed the continuing problem of speeding within the Parish and it was agreed that the clerk would see if an information visit could be arranged with the camera van. **Action SER**

8.4 On behalf of the Council, the Chairman thanked PC Teasdale for her support during the year.

## 9: Report from the County Councillor

9.1 Councillor Sanderson presented his report and drew attention to the following

- The need to fund the debts incurred by Active Northumberland
- The market town parking studies – these would try a number of measures to improve parking. At the current time, parking charges were not being re-introduced but that issue may need reconsideration if the other measures proved ineffective
- Improvements to County Parks
- Continuing the high quality verge cutting but some verges would not be cut to allow for ecological benefits
- Potholes are a major problem; even before the March snow the winter had caused significant problems. The snow just made matters worse. NCC had committed significant extra resources and Councillor Sanderson was endeavouring to persuade the Roads Minister for further funding.
- The revised dates for production of the Local Plan had just been published

9.2 Councillor Mrs Ridley drew attention to the proposed British National Road Racing and Time Trial Championships on 28 June 2018 where it was proposed to close roads in the Tranwell area for six hours, with only two 30 minutes periods for residents to access or leave their homes. Councillor Sanderson promised to look into this. **Action GS**

9.3 The Chairman thanked Councillor Sanderson for all work over the past year and in particular for his assistance in having NCC carry out remedial work on St

Leonard's Lane and Spittal Hill. Councillor Sanderson promised to remind NCC officers of the request for black advance warning signs for the 30 mph limit.

### **Action GS**

#### 10: Minutes of the meetings held on 4 April 2018

The minutes of the previous Parish Council meeting were approved as a true record and signed by the Chairman.

#### 11: Any matters arising from the minutes if not already on the agenda

11.1 Councillor Mrs Young will provide an update on improvements to the website at the next meeting. **Action AY**

11.2 Councillor Mrs Young reported that she had tried to make a non-emergency test call from the telephone box but the process was cumbersome and expensive. It was agreed to survey local residents to see if there is any call for its retention or whether BT should be asked to remove it as a detraction from the appearance of the village. **Action AY** The clerk will see if NCC has any current usage figures. **Action SER**

11.3 The Council was advised that Morpeth Town Council had asked for a meeting to discuss their proposals for a boundary review. It was agreed to invite the Town Council to send representatives to the meeting scheduled for 4 July 2018.

11.4 The clerk reported on some ideas for potential signage at the Church Bridge following the previous request by Meldon Parish Council. After discussion, Councillors did not regard this as an issue they wished to pursue. The clerk will inform Meldon Parish Council. **Action SER**

#### 12: Planning

12.1 There were no new current applications to consider. Councillor Sharp is in contact with the tree surgeon regarding application 18/01082/FELTPO 4 Old Sawmill Mitford. The Council agreed that Councillor Sharp would carry out a site visit to seek clarification and then advise fellow Councillors of the outcome. The clerk would then make a formal submission to NCC. **Action SER**

12.2 At the time of the meeting the clerk had no further firm information on application 18/00250/OUT - 4 Houses etc. - Tranwell Airfield.

#### 13: Data Protection

13.1 The Council considered the drafts policies listed below and agreed to adopt them

- i. A Privacy Policy
- ii. A Consent Form

- iii. A Privacy Notice for the Public
- iv. A Privacy Notice for Councillors, Staff and Contractors
- v. A Processing Log

[Copies of the drafts are attached to the signed minutes]

## **Action SER**

### 14: Annual Governance and Accountability Return for 2017/2018

14.1 The Council considered the report of the internal auditor [A copy is attached to the signed minutes]

14.2 The Council approved the Annual Governance Statement. [A copy of the draft is attached to the signed minutes]

14.3 The Council approved the draft annual accounts for 2017/2018 [A copy of the draft is attached to the signed minutes]

14.4 The Council approved the Accounting Statement and Explanation of Variances [Copies of the drafts are attached to the signed minutes]

14.5 The Council confirmed and approved the Certification of Exemption [A copy of the draft is attached to the signed minutes]

### 15: Other Financial Matters

The Council authorised the following BACS payments

- Malcolm Wilkinson – Internal Audit - £45.00
- HMRC – PAYE (Q1) - £112.50

### 16: The Website

See item 11.1 above

### 17: The Village Warden

The Council noted the ongoing dilapidated state of the dog waste bin on the Mitford Road and resolved to replace it with an all-purpose waste bin in the same location. The clerk was authorised to obtain a Broxap Maelor Trafflex 90 litre bin with fixing kit at a maximum cost of £200 (excluding VAT). **Action SER**

### 18: The Village Hall

This had been discussed at the preceding Annual Parish Meeting.

### 19: The General Power of Competence

On consideration of a report from the clerk, a copy of which is set out below, the Council resolved that they satisfy the requirements and adopted the General Power of Competence.

#### 20: Correspondence

The clerk reported there were no substantive items which had not been distributed to Councillors.

#### 21: Any other business

21.1 The clerk was to contact NCC to see what advice they could give to try to deter the continued dumping of garden cuttings on the verges in the Tranwell area. It was suspected this may be by contractors rather than residents. **Action SER**

21.2 The clerk was asked to chase up the flags order. **Action SER**

#### 22: Time and date of next meeting

The next scheduled meeting is diaried for Wednesday 6 June 2018 at 7.30pm in the Village Hall, but this is unlikely to be required. The next meeting is therefore likely to be Wednesday 4 July 2018 at 7.30pm in the Village Hall.

Confirmed as a true record

and signed by the Chairman..... Date.....

**Item 19****The general power of competence**

Part 1 Localism Act 2011 gives local authorities a general power of competence. Section 1 Localism Act 2011 provides that "a local authority have power to do anything that individuals generally may do". Previously local authorities had to identify a specific statutory power before carrying out a function.

A local council may only use the power if they satisfy the criteria for eligibility set out in the *Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012* (SI 2012/965):

- At least two thirds of the members of the Council were elected (i.e. not co-opted)
- The clerk has a one of a list of qualifications and has had relevant training – I now have the Certificate in Local Council Administration (one of the specified qualifications)
- The Council resolved that it meets the order's conditions.

A local council must confirm eligibility at subsequent annual meetings.

Before the Council can use the power, it has to consider, inter-alia,

- no other statutory power sets out restrictions,
- the proposed use is not prohibited,
- it is not altering the Council's governance arrangements
- any charging complies with the detailed rules.

Possible uses of the power:

- creation of a flood insurance scheme
- having prayers at the start of a meeting
- paying a larger grant than be permitted under section 137 Local Government Act 1972.