

## **MITFORD PARISH COUNCIL**

Minutes of the electronic Parish Council meeting held at 7.30pm on  
Wednesday 3 June 2020

### **Present:**

Councillors Mrs S Hudson, Mrs E Ridley, T Rodger, M Sharp (Chairman –  
presiding), M Skillen and Mrs A Young

### **Also present:**

One Parishioner

SE Rickitt – Clerk

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

#### 1: Chairman's opening remarks

The Chairman noted this was the second electronic meeting of the  
Council.

#### 2: Public Participation

The clerk reported that there had been no questions emailed to the  
Council's email address. The parishioner indicated he had no matters to  
raise.

#### 3: Apologies for absence

NCC Cllr Glen Sanderson

PC A Teasdale

#### 4: Declaration of any interests and the grant of any dispensations

<b>Councillor</b>	<b>Item</b>	<b>Reason</b>
Mrs E Ridley	15	Parish Council representative on the hall committee

#### 5: Coronavirus

Councillors indicated that there had been no change since the previous  
meeting, the community continues to assist vulnerable and isolated  
parishioners.

## 6: Report from the Beat Manager

PC Teasdale had sent the following report

Since the COVID-19 restrictions have been changed there has been an increase in people out and about. We have had a few complaints about people / youths in the area of Mitford Castle and High Ford and we do attend some of these incidents, but we cannot enforce anything other than overnight stops.

We are aware there has been an increase in off-road vehicles in the area – or reports of them but this may be due to people being off work and noticing them more. There have also been poachers in the area, and you need to keep letting us know when they have been in the area.

We have a Rural Crime Team starting on Monday 15<sup>th</sup> June to address all issues around rural crimes including thefts and poaching so hopefully this will have some success in addressing the issues.

It was emphasised that all instances of crime should be reported to the police otherwise resources would not be deployed to the parish and other rural areas. The Council agreed to highlight this need on the website.

### **Action AY**

## 7: Report from the County Councillor

Cllr Sanderson had sent the following report

Over the past month the Council have continued to move forward with services, and we are currently looking at playing our part in the town shops reopening on June 15th. We will be asking the Town Councils of the larger towns about signage and possible small measures and short-term marshalling to make social distancing easier for shoppers.

Work on our roads has increased with the surface dressing operation starting and our two patching machines about to start. We have a lot to do over the next months with our £28 million budget for this year along with some extra Government funding and new funding for steel bridges.

Fly tipping figures are beginning to fall although we have been relatively lucky not to experience the increase that many areas have had. There remain some hotspots and we are dealing with those.

Weed spraying is up and running and grass verge cutting begins this week.

The Country Parks have been extremely popular with large visitor numbers and, having carried out extensive risk assessments to safeguard users and cleaning staff, we are intending to open a few public toilets soon as well as another visitor car park which will mean 43 of the 53 visitor car parks will be open by the weekend.

The clerk reported that Cllr Sanderson had advised that no further information had been received by NCC about the potential music event at

Tranwell Airfield on the late August Bank Holiday weekend. Councillors considered it was unlikely that the Coronavirus regulations would be amended to allow such a mass gathering to take place in 2020.

#### 8: Minutes of the meeting held on 6 May 2020

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

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

Issues raised are noted elsewhere within the minutes

#### 10 Planning

The Council considered the following application

*19/01362/REM - Land West of Lancaster Park - Reserved matters application for appearance, landscaping, layout, and scale for proposed 150 residential dwellings*

and resolved

- i. They had no objections to the proposals welcoming the retention of 30% affordable units split 22:23 social rented housing: discounted market value. The Council reiterated its request for a condition requiring a local allocation policy for the rented units.
- ii. Councillors were concerned that there is no reserved matters application and approval, as yet, for the third element of the entire scheme, namely the country park and cycle-links to Mitford. It was noted that there is a possible emergency access through the country park referenced in the applicant's response to consultee comments and it was part of the outline permission. The Council agreed to request a *Grampian Condition* to the effect that works for this application should not commence until there was an approved permission for the park and cycleways as specified in the outline planning consent.

#### 11: Highways

The walkaround with NCC Highways has been raised with Cllr Sanderson, it remains on-hold but the clerk will contact Cllr Sanderson towards the end of June for an update. **Action SER**

## 12: Financial Matters

### 12.1: Annual Governance and Accountability Return for 2019/2020

12.1.1 The Council noted that the internal auditor's report. [A copy is attached to the signed minutes]

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

12.1.3 The Council approved the draft annual accounts for 2019/2020 [A copy of the draft is attached to the signed minutes]

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

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

### 12.2 Other Financial Matters

The following BACS payments were approved

- P Vermaas – Internal Auditor - £45.00
- G Christie – Village Warden - £366.00
- HMRC – PAYE Q1 - £112.50

It was agreed that the clerk should include the costs of the new flags within his annual admin expenses for 2020.

The Council reviewed and agreed the Risk Assessment and Asset Register. [Copies are attached to the signed minutes]

[The Council confirmed its continuing eligibility for the General Power of Competence](#)

## 13: The Website

Cllr Mrs Young had no new issues to bring to the Council.

## 14: The Village Warden

Councillors noted the resumption of work in Mitford and were advised that the warden would be visiting Tranwell Village and Woods the following day to ascertain what works are required in those two localities.

## 15: The Village Hall

Councillors were advised that work on the new floor may commence within the next few months.

DRAFT

16: Lowering the Flag

Following the discussion at the previous meeting, the clerk had circulated a draft policy. The draft was approved subject to rewording. A copy of the agreed policy is attached to the signed minutes.

17. Time and date of next meeting

The Council noted next meeting was to be an electronic one held on Wednesday 1 July 2020.

Future meetings are

- 2 September 2020
- 7 October 2020
- 4 November 2020
- 2 December 2020

Meetings may be cancelled if there is insufficient business

Confirmed as a true record

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