

FARLAM PARISH COUNCIL

MINUTES of the **ANNUAL MEETING** of **FARLAM PARISH COUNCIL** held in **HALLBANKGATE VILLAGE HALL** on **WEDNESDAY 11th MAY 2022** at 7.30pm.

PRESENT: Cllrs C. Marsh (Chairman), I. Ashton, A. Broomhead, J. Brown, S. Burd, S. Johnson, S. Lingard and P. Scott.

IN ATTENDANCE: Clerk
County Councillor R. Dobson
City Councillor Meller

001/22 ELECTION OF CHAIRMAN

Councillor S. Lingard, seconded by Councillor S. Johnson, moved that Councillor C. Marsh be elected to the office of Chairman of the Council.

There were no other nominations.

RESOLVED unanimously to the election of C. Marsh as Chairman of the Council for the ensuing year.

002/22 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

RESOLVED to note that Councillor Marsh duly signed the Declaration of Acceptance of Office of Chairman of the Council in the presence of members and the Clerk.

003/22 ELECTION OF VICE CHAIRMAN

Councillor S. Lingard, seconded by Councillor A. Broomhead, moved that Councillor J. Brown be elected to the office of Vice Chairman of the Council

There were no other nominations.

RESOLVED, unanimously, to the election of J. Brown as Vice Chairman of the Council for the ensuing year.

004/22 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and accepted from Councillors Dalton & Lister.

Apologies for absence were also given by City Councillors Mitchelson and Tinnion.

005/22 REQUESTS FOR DISPENSATION AND DECLARATIONS OF INTEREST

RESOLVED to note that no requests for dispensation were received and no declarations of interest were made.

006/22 LOCAL GOVERNMENT ACT 1972 – RESIGNATION

RESOLVED to note the resignation of Mr. R. Hinton and that members thanked him for all his hard work as a councillor over the last few years.

007/22 MINUTES

007/22.1 MINUTES OF THE MEETING HELD ON 9TH MARCH 2022 WAS SUBMITTED.

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 9th March 2022, confirmed as a true and accurate record.

Signed (Chairman).....

Date.....

008/22 OUTSIDE BODIES - REPRESENTATION

There was submitted a report by the Clerk detailing the outside bodies to which the Council had been invited to appoint representatives.

RESOLVED that the following appointments be made:-

CARLISLE PARISH COUNCILS ASSOCIATION

Councillor C. Marsh
Councillor J. Brown

009/22 STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED to re-adopt standing orders and financial regulations. An amendment to SO18 was reported by the Clerk, however some of the information had been found to be incorrect. A formal amendment to SO18 would be made once confirmation had been received from CALC.

010/22 ASSETS

Members reviewed the assets held by the council.

RESOLVED that all assets were included in the asset register and no additions or amendments were required.

011/22 INSURANCE

The insurance renewal quote from Zurich insurance for 2022/23 was submitted to the meeting. The Parish Council is in year 2 of a 3 year agreement with Zurich.

RESOLVED to accept the quote in the sum of £509.07 and that all areas for insurance were covered.

012/22 SUBSCRIPTIONS

Members reviewed the parish council's current subscriptions.

RESOLVED to:-

012/22.1 Renew the CALC subscription for 2022/23 in the sum of £196.30, which was submitted to the meeting.

012/22.2 Renew the SLCC subscription, due later in the financial year, cost to be confirmed but approximately £30.00.

013/22 POLICY REVIEW INCLUDING GENERAL DATA PROTECTION REGULATIONS (GDPR)

RESOLVED to note the core policies including GDPR were reviewed with no amendments and were all available on the website. The Clerk was requested to draft a training policy for consideration at the next meeting.

014/22 MEETING CALENDAR 2022/23

RESOLVED to agree the meeting calendar dates for 2022/23.

015/22 PUBLIC PARTICIPATION –

RESOLVED to note there were no members of the public present.

RESOLVED to note that a report from Councillor Dobson had been circulated to members and that concerns raised regarding refuse collections would be investigated by Councillor Meller.

Signed (Chairman).....

Date.....

016/22 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

017/22 TOWN AND COUNTRY PLANNING – APPLICATIONS –

RESOLVED to note the following application was considered:-

017/22.1 LAND ADJACENT THE BUNGALOW, 2 BOON HILL, FARLAM (22/0318) – Erection of 1 dwelling (reserved matters application pursuant to outline consent 20/0762)

No observations.

018/22 FINANCIAL MATTERS**018/22.1 BANK RECONCILIATION to 14.04.22**

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.

RESOLVED to receive and note the bank reconciliation and balances to 14th April 2022 of £19,549.42.

018/22.2 EXPENDITURE TO APPROVE

RESOLVED to authorise the following expenditure for payment:-

- £345.40 A. Riddell – net wage to 31.05.22
- £55.00 J. Batey – Internal audit
- £484.00 Ross Farrimond – grass cutting
- £500.00 Ross Farrimond - fencing

018/22.3 S137 SPENDING

Consideration was given to s137 spending for the current and previous financial year.

RESOLVED to note there was no spending under s137 for the year ending 31st March 2022, and that there was no projected spending expected under s137 for the current financial year.

018/22.4 INTERNAL AUDITOR

RESOLVED to appoint Mrs J. Batey MAAT as internal auditor for the current financial year.

018/22.5 INTERNAL AUDITORS REPORT

RESOLVED to note the internal auditors report and that there were no matters of concern.

018/22.6 EXTERNAL AUDITOR Annual GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022 AND EXEMPTION CERTIFICATE–

018/22.6.1 RESOLVED to approve the Annual Governance Statement for year ending 31st March 2022.

018/22.6.2 RESOLVED to approve the Statement of Accounts for year ending 31st March 2022.

018/22.6.3 RESOLVED to authorise the Chairman to sign Sections 1 and 2 of the Annual Return for year ending 31st March 2022.

Signed (Chairman).....

Date.....

018/22.6.4 RESOLVED that the Parish Council can certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to submit a Certificate of Exemption to the External Auditor having confirmed that gross income or gross expenditure did not exceed £25,000 in the year ending 31st March 2022.

018/22.6.5 RESOLVED to note that the notification of Public Rights & Publication of Unaudited Annual Governance & Accountability Return for accounts year ending 31st March 2022 as Monday 20th June to Friday 29th July 2022.

ACTION: Clerk/CM

019/22 WEBSITE

Consideration was given to responsibility of the website following the resignation of Mr. R. Hinton.

RESOLVED that Councillor Lingard would help and that the Clerk would look into ordering a new laptop.

ACTION: Clerk/SL

020/22 SPEED INDICATION DEVICE

It was reported that a list of approved contractors from the County Council had still not been received, nor had the formal contract for installation.

RESOLVED to note that Councillor Dobson would chase things up.

021/22 NOTICEBOARD AT FARLAM

Concerns had been raised at the appearance of a new noticeboard in place of the previous parish council one in Farlam without the knowledge of the parish council.

RESOLVED that the Clerk would write to the resident concerned who had removed the noticeboard.

022/22 VILLAGE GREEN

RESOLVED to note that Councillor Ashton would carry on with work to the flowerbed, but that no slabs would be placed under the picnic tables as the tables were not the responsibility of the parish council.

023/22 20MPH SURVEY

RESOLVED to note that Councillor Ashton would work with Councillor Dobson on introducing 20mph speed limits within parish villages. Councillor Ashton suggested an online survey of parishioners might be the easiest method of gaining opinion.

024/22 QUEEN'S PLATINUM JUBILEE

RESOLVED to note an update from Councillor Lingard on the proposed events to celebrate the Queen's Platinum Jubilee.

025/22 CALC

RESOLVED to note that all CALC emails had been circulated to members and that none required a formal decision.

026/22 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note the following correspondence:-

026/22.1 NORTHUMBERLAND LOCAL PLAN – Email from Northumberland County Council.

Signed (Chairman).....

Date.....

027/22 LITERATURE AVAILABLE FROM CLERK –

025/22.1 NOTICE OF EXECUTIVE KEY DECISIONS – 22nd April 2022.

028/22 AGENDA ITEMS FOR NEXT MEETING

- Dog fouling (Councillor Meller to chase up and report)

RESOLVED to note that any further items for consideration should be submitted to the Clerk on or before 6th July 2022.

029/22 DATE OF NEXT MEETING - Wednesday 13th July 2022, Hallbankgate Village Hall, 7.30pm.

Meeting closed at 8.30pm.

DRAFT

Signed (Chairman).....

Date.....