

**Minutes of the of Annual Ord Parish Council Meeting
held on Monday 22nd May 2023 at 7.36pm in East Ord Village Hall East Ord
Website: <https://northumberlandparishes.uk/ord>**

PRESENT: Chairman G Garland
Parish Councillors D Dakers, F Grant & G Roughead
1 member of public
Clerk: Mrs I Hunter

Min 2520-Election of Chairman for 2023/24- Parish Councillor F Grant proposed & Parish Councillor G Roughead seconded Parish Councillor G Garland as Chairman for 2023/24. This was agreed Parish Councillor G Garland accepted the position and signed the Declaration of Acceptance.

Min 2521-Election of Vice-Chairman for 2023/24 - Parish Councillor F Grant proposed & Parish Councillor G Roughead seconded Parish Councillor P Marshall as Vice-Chairman for 2023/24. This was agreed in principle as Parish Councillor P Marshall was not in attendance.

Min 2522- Chairman's Annual Report- The Chairman tabled copies of his 2022/23 annual report. Parish Councillors considered and agreed the annual report. A copy of the report is attached to these minutes.
Parish Councillor G Roughead suggested the preparation of a poster to advertise the vacancies in the hope to attract new Parish Councillors. Parish Councillors agreed the Clerk organise a poster.

Apologies for Absence: Vice-Chairman P Marshall. Parish Councillors granted Vice-Chairman Paul Marshall leave of absence until the June Parish Council meeting.

Declarations of interest: The Clerk declared a personal & prejudicial interest in Agenda Item No 13 the annual review of the Clerk's salary.

Request for Dispensation: None

Min 2523- Parish Councillor representation on outside bodies

- The Chairman proposed & Parish Councillor F Grant seconded the Vice-Chairman to continue to be the Parish Council's representative on the Norham & Islandshire Parish Council Association NHP Steering Group. This was agreed.
- The Chairman proposed & Parish Councillor F Grant seconded the Vice-Chairman to continue to be the Parish Council's representative on the Lower Tweed Trail Committee.

The Minutes of the Parish Council Meeting held on 13th March 2023- Parish Councillor F Grant proposed & Parish Councillor D Dakers seconded that Minutes of the Parish Council meeting held on 13th March 2023, as a true record of the meeting. This was agreed The Chairman signed a hard copy of the minutes.

Matters Arising: None

Min 2524- Parish Council Policies

- Parish Councillors considered the previously circulated Code of Conduct and agreed to adopt the Code of Conduct with no changes.
- Parish Councillors considered the previously circulated Standing Orders and agreed to adopt the Standing Orders with no changes.
- Parish Councillors considered the previously circulated Complaints Procedure and agreed to adopt it with no changes,
- Parish Councillors considered the previously circulated Parish Council's Safeguarding Policy and agreed to adopt it with no changes. The Chairman signed a hard copy.

Min 2525- Community Police- The Clerk read out the following report:

In the last 8 weeks from today we have had 46 incidents with 8 of them having crimes attached.

All have been dealt with by Police and no wider community concerns have been raised.

Operation Inhibit is always on to tackle ASB in hotspots in the community.

Targeted patrols have taken place by NPT in areas such as the play area at Mordington Avenue which has been raised to us via email.

However, looking at our systems there have been no official reports made to 999/101 or to the 'report it' screen on the Northumbria Police website which means there may be an underreporting issue. If you could please pass the message to people concerned to please report incidents of ASB through the mentioned channels. We don't want anything going under the radar.

Min 2526- Annual Governance and Accountability Return for 2022/23

- Parish Councillors noted that no actions had been raised from the report of the Internal Auditor
- Parish Councillors considered all 9 points on the Annual Governance Statement, ahead of approval.
- Parish Councillors approved the draft Annual Accounts for 2022/23
- Parish Councillors approved the Accounting Statement and Explanation of Variances
- Parish Councillors agreed the submission of the Annual Audit Return to the External Auditor
- Parish Councillor F Grant proposed & Parish Councillor G Roughead seconded the payment of £100 to the Internal Auditor for undertaking the Internal Audit. This was agreed.

Min 2527- Clerk's salary review 2022/23

- Parish Councillors agreed the previously circulated NALC 2022/23 pay scale for the Parish Clerk SCP 7 = £11.63 per hour from 1st April 2022.
- Parish Councillors agreed the payment of an additional 86.25 hours @ £1 per hour to cover back pay due.

Min 2528- Planting

- The Chairman reported that the planter at the junction between Hiveacres Road & Cornwall Avenue had been destroyed. He concluded by saying the person who damaged the planter had agreed to replace it.

- The Clerk informed the meeting that the summer bedding is due to be delivered either this week or next week and Ord House Country Park are willing to accept the delivery of the summer bedding, as well as plant the roundabout and the old Rotary box.
- Parish Councillor D Dakers reported that 2 bags of compost are required for the boxes he plants. Parish Councillors agreed Parish Councillor D Dakers collect 2 bags of compost from MKM using the Parish Council account, and the Chairman obtain the number of bags of compost from MKM he requires using the Parish Council account.
- The Chairman suggested the Parish Council may need to pay a contractor to remove old plants & plant the 2 large boxes at the roundabout in the future, due to lack of volunteers. It was agreed to add this to the June agenda.

Min 2529- Financial Statement as at 31st March 2023

Barclays Community A/c £ 36990.86

Min 2530- Receipts

- Simpson's Malt £ 300.00 NIB Sponsorship
- Northumberland CC £ 13500.00 ½ Annual precept

Min 2531-Accounts for Payment

- M & M Contractors £ 145.30 Grass cutting
- E I Hunter £ 213.32 Salary 26 hrs @ £11.63 per hr + backpay
- HMRC £ 53.20 PAYE
- E I Hunter £ 32.75 Expenses
- NALC £ 388.23 Annual subscription & website fee
- ICO £ 35.00 Annual Data Protection fee D/D
- M & M Contractors £ 2219.44 Grass cutting
- E Rathbone £ 100.00 Internal Auditor
- R Garland £1200.00 Weekly Inspections play areas

Parish Councillor F Grant proposed & Parish G Roughead seconded the above payments. This was agreed.

Min 2532- Planning Applications- Parish Councillors ratified the submission of No Objections on the following planning application.

23/01499/FUL- Proposed demolition of existing kitchen extension and erection of new proposed kitchen extension with dining area at rear- Long Acre The Green East Ord Northumberland TD15 2NS

Parish Councillors considered the following planning application.

23/01238/FUL- Proposed two storey porch extension. Relocation of existing garage to rear of site. Construction of ancillary accommodation over footprint of current garage- 6 Millfield Place East Ord Northumberland TD15 2LY. Parish Councillors debated this planning application. Parish Councillor F Grant proposed & Parish Councillor D Dakers seconded that the Parish Council object to this planning application. This was agreed.

Parish Councillors agreed to object to this planning application on the following grounds:

- The house has been divided into 2 properties and there has been no Change of Use planning application.
- The new building is not the same footprint as the current garage.
- There is no parking identified for the new building.
- How will the garage be accessed once the new building has been erected.
- If the planning application is approved there will be 3 properties, therefore as per the new Local Plan, should there not be a minimum of 6 parking spaces identified.
- The new location for the garage and the new additional accommodation was originally a buffer zone between Berwick Garden Centre and the residential property.
- The porch is not in keeping with the existing property or the neighbouring properties.
- The proposed development is not within keeping of East Ord Village as there are no flats within the village.
- Parish Councillors question the boundaries identified, as they do not think they are correct.
- Parish Councillors believe that the planning application is factually incorrect.

Min 2533- Planning Approvals-

21/02169/REM- Reserved Matters Application pursuant to planning permission
23/00315/ADE- Advertisement Consent: Retention of 2 no. freestanding signs including replacement of text and background and illumination of sign 1 (Monday to Saturday 09:00 to 18:00 and Sunday 10:30 to 17:00)-
Berwick-Upon-Tweed Garden Centre East Ord Berwick-Upon-Tweed TD15 2NS.

22/03848/FUL- Proposed erection of 5 bedroomed dwelling house (self/custom build) and attached garage/playroom- Land East Of Tweed Close
Cornhill Road East Ord Northumberland

Min 2534- Correspondence

- **Belford PC-** Email copy of reply from Anne-Marie Trevelyan MP Re dualling A1. Parish Councillor G Roughead suggested writing to Transport North East. This was agreed. The Clerk reported she would need to contact the other Parish Councils who agreed the original letter which was sent to Anne-Marie Trevelyan MP, to see if they support this proposal.
- **GNAA-** Letter of thanks
- **The Local Government Boundary Commission-** Email notification on draft recommendations for new electoral arrangements in Northumberland County Council- Comments by 10th July. Parish Councillor G Roughead proposed Ord Parish Council responds to the consultation to say they support the current proposals; however, they would not support any changes to the Ord Parish Council boundary. This was agreed.

- **NCC-** Email updates on The Salmon Inn ACV. Parish Councillors agreed the Clerk undertake research into the process of expressing an interest.
- **NCC-** Local Transport Plan feedback from 2023/24 Parish Council priorities. This will be an agenda item at the June meeting.

Min 2535- Play Area– The Clerk reported that no issues had been raised on the latest weekly inspection reports apart from litter bins being full at times. The Chairman reported that he did not think the litter bins were emptied every time they are supposed to be emptied. Parish Councillors agreed the Clerk contact Northumberland County Council to ask if all litter bins are emptied as per the schedule. Also, could QR stickers be placed on the litter bins to allow members of the public to report litter bins being full. Parish Councillors agreed the payment of £1200 to R Garland for undertaking the weekly inspections of the play areas.

Min 2536- Defibrillators- The Clerk informed the meeting that Northumbrian Water are organising for a defibrillator to be installed on the perimeter fence of the Treatment works at Murton. The Chairman questioned who would be responsible for checking and maintaining the defibrillator. Parish Councillors agreed the Clerk check with Northumbrian Water as to who will be responsible for checking and maintaining the defibrillator.

Min 2537- Public Seat- Parish Councillors considered all quotes received and agreed to purchase 1 x Plaswood seat from MKM at a cost of £339 + VAT. Parish Councillors agreed the Parish Council would also need to purchase sufficient 3x2 flag stones, sand etc and fixings to allow the seat to be installed from MKM. Parish Councillors agreed the Clerk obtain a full cost from MKM, as well as a cost from Timbercraft to install the public seat.

Min 2538- Norham & Islandshire Parish Council Association NHP

- Parish Councillors agreed Ord Parish Council will be the lead Parish Council for the NHP. Parish Councillors agreed the following wording, which had been provided by Northumberland County Council:
In accordance with section 61G of the Town & Country Planning Act 1990 Ord Parish Council recognises that Ord Parish Council is the relevant body for the purpose of designating the Norham & Islandshire Neighbourhood Area. In accordance with section 61F(2) of the Town & Country Planning Act 1990. Ord Parish Council consents to Ord Parish Council being authorised to act in relation to the Norham & Islandshire Neighbourhood Area.
- The Clerk advised the meeting that the notes from the Steering Group meeting held on 9th May will be circulated once attendees had had time to review them.
- The Clerk advised the meeting that Ord Parish Council will need to complete an application for each area identified as Local Green Space. Parish Councillors agreed the Clerk commence the completion of the application forms.

Min 2539- Parish Council meeting dates for 2023/24 Parish Councillors considered and revised the previously circulated draft dates for Parish Council meetings. The Clerk agreed to email the new agreed dates for Parish Council meetings and place a copy on the website.

All Parish Council meetings will commence at 7.30pm.

Any other Urgent Business

Min 2540- Bollard- The Chairman advised the meeting that the white bollard from the island at the roundabout is lying next to the Nature Walk. Parish Councillors agreed the Clerk report this to Northumberland County Council.

Min 2541- Flowerboxes- Parish Councillors agreed the Clerk contact Fantasy Prints for a price to replace the Ord emblem shield on the flowerbox at the roundabout.

Min 2542- Highways- The Chairman raised concerns about the state of the B6354 Cornhill Road, stating it needs to be swept. Parish Councillors agreed the Clerk report this to Northumberland County Council Highways Department.

Min 2543- Drains- The Chairman advised the meeting that the drains along the C57 (Old Cornhill Road) & C7 in East Ord are blocked. Parish Councillors agreed the Clerk report the blocked drains to Northumberland County Council Highways Department.

Min 2544- Hedges- The Chairman advised the meeting that the boundary hedges along the edge of the B6354 Cornhill Road need to be cut back. Parish Councillors agreed the Clerk report the hedges to Northumberland County Council Highways Department.

Min 2545- Footpath- The Chairman suggested that the footpath between Greenway & The Croft in East Ord needs attention. Parish Councillors agreed the Clerk report this to Northumberland County Council Highways Department.

The meeting closed at 9.10 p.m.

The date of the next Parish Council Meeting is to be held on 26th June 2023 at 7.30 p.m. In the Village Hall, East Ord,

Chairman _____ Date _____

Ch's Initials _____