

**Minutes of the Shoreswood Parish Council Annual Parish Council Meeting
held on Monday 15th May 2023, at Shoreswood Farm Office at 7.05 p.m.**

Present: Chairman H Henderson, Vice-Chairman W Jackson.
Parish Councillors M Jeffrey N Armstrong & A Forster.
County Councillor C Hardy
Clerk I Hunter

Min 308- Election of Chairman for 2023/24- Parish Councillor W Jackson proposed & Parish Councillor N Armstrong seconded Parish Councillor H Henderson as Chairman for 2023/24. Parish Councillor H Henderson accepted the position and signed a Declaration of Acceptance.

Min 309 -Election of Vice-Chairman for 2023/24- Parish Councillor M Jeffrey proposed & Parish Councillor N Armstrong seconded Parish Councillor W Jackson as Vice-Chairman for 2023/24. Parish Councillor W Jackson accepted the position and signed a Declaration of Acceptance.

Min 310- Chairman's Annual Report- The Chairman read out the attached annual report.

Apologies for Absence: None

Declaration of Interests: None

Request for Dispensation – None.

Minutes of the Parish Council Meeting: The Minutes of the Parish Council Meeting held on 27th March 2023 previously circulated were agreed as a true record and signed by the Chairman.

Matters Arising:

Min 311 (Min 298)- Streetlight- Parish Councillor M Jeffrey asked if there were any updates. The Clerk reported that Northumberland County Council Street Light Department have confirmed that the light is on a telegraph pole and the telegraph pole does not come under their remit. Parish Councillors agreed County Councillor C Hardy look into this issue.

Min 312 (Min 305)- West Ancroft- Parish Councillor A Foster advised the meeting that he had spoken with the farmer and it is hoped the new shed will help deflect the noise. The farmer is also going to check the angle of the external lights.

Min 313- Parish Council Policies

- Parish Councillors agreed to adopt the Code of Conduct.
- Parish Councillors undertook the annual review of the Standing Orders and agreed to adopt them.

Min 314- Annual Governance and Accountability Return for 2022/23

- Parish Councillors noted that no actions were raised from the report of the Internal Auditor
- Parish Councillors completed and approved the Annual Governance Statement
- Parish Councillors approved the draft Annual Accounts for 2022/23
- Parish Councillors approved the Accounting Statement and Explanation of Variances
- Parish Councillors approved the completion and submission of the Certification of Exemption.
- Parish Councillors agreed to give a vote of thanks to the Internal Auditor for undertaking the Internal Audit.

Min 315- Annual Review of Clerk's salary

- Parish Councillors agreed the previously circulated NALC 2022/23 pay scale for the Clerk, SCP5= £11.21 per hour as of 1st April 2022.
- Parish Councillors agreed an additional payment of 22.75 hours @ £1 per hour gross

Min 316- Financial Statement

Bank Balance £ 917.89 Balance as at 31st March 2023

Min 317- Accounts for Payment

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|------------|----------|---|
| • I Hunter | £ 83.22 | Salary 7.25 hours @ £11.21 per hour + backpay |
| • HMRC | £ 20.80 | PAYE |
| • ICO | £ 35.00 | Annual Data Protection Fee D/D |
| • NALC | £ 128.83 | Annual Subscription & Website fee |
| • I Hunter | £ 19.07 | Expenses |

Min 318- Annual Insurance Premium- Parish Councillors agreed to agree the 2023/24 Insurance premium via email and ratify the decision at the September meeting

Min 319- Norham & Islandshire PC Association Neighbourhood Plan - Parish Councillors agreed the following:

- Parish Councillor M Jeffrey will be the Parish Council representative on the NHP Steering Group.
- In accordance with section 61G of the Town & Country Planning Act 1990 Shoreswood 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. Shoreswood Parish Council consents to Ord Parish Council being authorised to act in relation to the Norham & Islandshire Neighbourhood Area.

The Clerk provided a verbal update from the NHP Steering Group meeting held on 9th May. Each Parish Council needs to complete an application form for each of the areas they have identified as possible Local Green Space areas within the Parish. The Steering Group is trying to progress the NHP.

Min 320- Correspondence-

- **Local Government Boundary Commission-** Email notification of draft recommendations for new electoral arrangements in Northumberland County Council

Min 321- Local Transport Plan Programme 2023/24 – The Clerk informed the meeting that to date the Parish Council information had not been received. However, the Parish Council’s priorities will need to be submitted by 28th July, therefore Parish Councillors will need to agree the Parish Council’s 3 priorities via email and ratify the decision at the September meeting. This was agreed.

Min 322- County Councillor report- County Councillor C Hardy provided the following verbal update:

- Northumberland County Council had received an additional £82m from National Government for pot holes. Please report pot holes via Northumberland County Council website.
- Northumberland County Council’s budget was looking to be a £17m shortfall, however the out turn of budget had come in at a £2m underspend.
- The outcome of the consultation of the Reorganisation of the Berwick School Partnership is a move to 2-tier, and all rural schools will remain open. There will be £40m for the reorganisation which will include a new school building for the Academy.
- The new Berwick hospital will open in September 2024.
- The next Local Area Council will be at Berwick Sports Centre on 18th May.

Any Other Business:

Min 323- Highways- Parish Councillors reported that the hedge from The Plough Inn is overhanging the highway. The Clerk agreed to report the hedge to Northumberland County Council.

Min 324- Norham Development Trust- The Vice-Chairman advised the meeting that the solar park and turbine project is progressing. He invited Parish Councillors to a public meeting which will be held in Norham Village Hall on 7th June.

Min 325- Public footpaths- Parish Councillor M Jeffery informed the meeting that the finger post for the footpath from Shoresdean village to Shoresdean Hall (235/002) needs to be replaced. The Clerk agreed to report this to Northumberland County Council.

The next Council Meeting – To be held on 25th September 2023 at 7pm, at Thornton Mains Farm Office.

Chairman _____

Date _____

Ch’s Initials _____