

URPETH PARISH COUNCIL

Minutes of the Annual Meeting of Urpeth Parish Council held on Tuesday 21 May 2024 at Edenfield Communal Room, West Pelton at 6.30 p.m.

G Holmes-Wood (Chair)

Present:

Councillors B Barrett, A Batey, G Holmes-Wood, R Johnson, B Scott, I Stewart-Fergusson and D Wood

1. To elect Chair for the ensuing year

Resolved: That Councillor B Barrett be elected as Chair for the ensuing year.

2. Acceptance of Chair

The Chair signed the acceptance of Office of the Chair in the presence of the Clerk.

Councillor B Barrett (in the Chair)

Councillor Barrett gave special thanks to Councillor Holmes-Wood as outgoing Chair and thanked her on behalf of the council for her work during the term of office.

3. To elect a Vice-Chair

Resolved: That Councillor R Johnson be elected as Vice-Chair for the ensuing year.

4. Apologies for absence

Apologies for absence were received from County Councillor Paul Pringle.

5. Declarations of Interest

Councillors A Batey and D Wood declared an interest in Item 12 as in their capacity as County Councillors, would be providing match funding for the scheme.

6. Minutes of the meeting held 16 April 2024

Resolved: That the minutes of the meeting held on 21 March 2023 were confirmed as a correct record and signed by the Chair.

An update was provided by Councillor Wood regarding penalty charges issued by parking services in the area following reports of cars parking on yellow lines. Traffic wardens were performing visits in the area, however repeated incidents of cars parking illegally should still be reported to the council to ensure that they are aware of the number of incidents occurring, which would flag any hot spot areas.

7. Public Representations

There were no members of the public present and no questions had been submitted in advance of the meeting.

8. Appointments to Allotment Committee

Resolved: that the following members be appointed to serve on the Allotment Committee; B Barrett, B Scott and A Batey (R Johnson – reserve).

9. To review Policies and Procedures

Resolved: that the following policies having been reviewed and where necessary updated be adopted.

- (i) Standing Orders
- (ii) Code of Conduct
- (iii) Financial Regulations
- (iv) Risk Register
- (v) Asset Register

10. Finance Matters

(i) Monthly Accounts

Resolved: That the following amounts be approved for payment:

Clerk (Wages and Expenses)	970.47
HMRC Paye 2	229.80
Litter picker (Wages)	719.16
HMRC Paye 2	137.20
Litterpicker (Wages)	572.00

(ii) Grounds Maintenance

The Clerk advised that a quote had now been received from DCC for the new planting season following the council's request for additional beds to be created.

Resolved: That the council accept the quote and instruct DCC to start work on the creation of new beds as soon as possible.

(iii) Miners Gala, Banner

Resolved: That the Chair be given delegated authority to proceed with the purchase of ropes and cover for the Miner Gala in July. It was further agreed that the event should be publicised on the council's website and a donation be offered to the Band.

(iv) Defibrillators

No update yet provided therefore item to be deferred to the next meeting, should the required information be available at that time.

11. County Councillor Report

County Councillor A Batey and D Wood provide an overview of activity relating to County Council business and matters affecting the parish and wider divisional area as follows:

- Issues raised by residents at the last meeting had been reported and the residents would be contacted via the Clerk to provide an update.
- Community Speedwatch – Any volunteers should contact the Clerk if they are interested in assisting with future work in the area.
- Road surface in Beamish – two patches where the surface has failed. Scheduled work to take place next Friday and costs were being met by the contractors.
- Play surface at Urpeth Grange was reported to be lifting and this has been reported to DCC who are responsible for its maintenance.
- BMX track – ASB and litter reported. Subsequently arranged a PACT meeting to discuss the topic further.
- Some complaints received about the gas works which had taken place in the area due to paint on footpath.
- Path between Ouston and Urpeth – needs spraying for weed control.
- Issues around cutting back across the division.
- A693 – hedges encroaching onto footpath also requiring cut back.

Councillors A Batey and D Wood declared an interest in the following item as in their capacity as County Councillors, would be providing match funding for the division wide scheme.

12. Poppies Project 2024

Resolved: That members provide number of poppies required for lampposts in the area and provide to the Clerk as soon as possible in order for the joint parish application for match funding to be made. In addition, that the Chair be given delegated authority to approve the amount to be spent by the council.

13. Allotments

(i) Update following inspection at High Handenhold

The Clerk provided an update following a recent inspection at the above site reporting that 2/3 vacant gardens were in a poor state of repair and required clearance.

Resolved: That the Allotment Committee undertake an inspection and report back to the Clerk regarding any proposed action to be taken. An update would also be provided to the next meeting.

14. Update from Museum

The Clerk referred members to the letter attached the circulated papers and advised that the Museum would be attend the next meeting, scheduled to be held on 18 June.