

# **HEPSCOTT PARISH COUNCIL**

## **ANNUAL GENERAL MEETING**

**To be held on Thursday 19 May 2016  
at 6.30 pm in the Parish Hall**

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### **AGENDA**

1. Chairman's Welcome
2. Nomination and election of Chair for 2016/2017
3. Nomination and election of Vice Chair for 2016/2017
4. Confirmation of Committee Members and co-option of new members
5. Chairman's report for year 2015/2016
6. Matters arising from Chairman's Report
7. Financial Report for 2015/2016
8. Contributions and questions from members of the public

**HEPSCOTT PARISH COUNCIL**  
**Meeting on Thursday 19 May 2016 at 6.30 pm in Hepscott Parish Hall**  
**following the AGM**

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**AGENDA**

	<b>Led by</b>
1. Attendance, apologies for absence and declarations of interest	PBA
2. PC Andrea Teasdale, Neighbourhood Beat Manager, Morpeth Neighbourhood Policing Team	
3. Minutes of meeting held on Thursday 17 March 2016 and matters arising:	PBA
4. Update from County Councillors	GS/IL
5. Barratt/Stobhill update	PBA/KR
6. Morpeth Neighbourhood Plan and NCC Core Strategy update	PBA
7. Planning Applications	PBA
<b>a. Land west of Dunces Houses – Construction of 3 detached dwellings/garages</b> <b>Appeal Ref: 3140273 - awaiting decision from appeal</b>	
<b>b. 5 Dunces Houses</b> <b>Appeal Ref: 3140471 – awaiting decision from appeal</b>	
<b>c. Langdale – 2 applications with further amendments/additions to previous applications</b> <b>Refs: 16/04015/FUL &amp; 16/04016/FUL - awaiting decision on both</b>	
<b>d. 2 The Orchard – two storey side extension</b> <b>Ref: 16/00472/FUL - permission granted</b>	
<b>e. 6 Thornlea – Single storey extension to garage, 2 storey side extension, single storey rear extension, renewal of windows and doors, modifications to existing drainage.</b> <b>Ref: 16/00637/FUL – permission granted</b>	
<b>f. Westgarth – Variation to condition 2 to allow 2 dormers, 2 roof lights, 1 window with amendments to double garage.</b> <b>Ref: 16/00184/VARYCO – permission granted</b>	
<b>g. 11 The Orchard – Proposed demolition of conservatory and construction of garden room</b> <b>Ref: 16/01113/FUL - awaiting decision</b>	
<b>h. Orchard House, 1 South Lodge Wood – TPO to reduce longer limbs of 2 Larch trees; fell 2 Maple trees, 2 Scots Pine, 5 Larch trees, and 1 Sycamore tree.</b> <b>Ref: 16/01257/FELTPO – objection sent by HPC</b>	
<b>i. Woodlands, 4 South Lodge Wood – TPO to remove 3 branches from a Beech tree and fell 5 Pine trees.</b> <b>Ref: 16/01491/FELTPO - deadline 30 May 2016</b>	
8. Hepscott Parish Hall	KR
9. Financial matters:	
• Monthly Statement of finances (including 4 items of over £100.00)	SJ
10. Website	KR
11. Correspondence	
12. Meetings and training attended	
13. Any other business (Please notify in advance)	
• Hepscott Flood Alleviation Scheme	PBA
14. Date of next meeting:	
• Thursday 21 July 2016 at 6.30 pm	



**HEPSCOTT PARISH COUNCIL  
GENERAL FINANCIAL STATEMENT  
PERIOD 1/4/16 - 14/5/16**

<b>CURRENT ACCOUNT</b>																	
											Receipts/balance brought forward	Payments	Sub Total	Total Balance of both accounts			
<b>RECEIPTS</b>		Current Account															
		Balance brought forward												21,934.05			
		Precept from NCC (50%)												5,500.00			
																27,434.05	
<b>EXPENDITURE</b>																	
		Parks and Open Spaces													62.00		
		Admin (expenses)													10.00		
		Costs (Rent/audit/stationery)													25.93		
		Costs (Insurance/Donations to local Administrative bodies)													276.49		
		Salary/Tax													207.80		
		Miscellaneous													3,546.73		
		Dog Bins, Checking Stobhill, etc													110.00		
		Website													-		
		Training													-		
		Vat													709.35		
		<b>Total Receipts/Expenditure from 1/4/16 - 14/5/16</b>														4,948.30	
		<b>Current Balance (receipts minus payments)</b>															22,485.75
<b>BUSINESS ACCOUNT</b>																	
BALANCE AT 31 MARCH 2015														6087.34			
RECEIPTS in current year																	28,573.09

HEPSCOTT PARISH COUNCIL  
FULL YEAR EXPENDITURE FOR FINANCIAL YEAR 1/4/15 - 31/3/16

Date	CHQ NO	VCHR NO	TO WHOM PAID:	DETAILS OF PAYMENT	PARKS etc	ADMIN, ie expenses	COSTS, ie, rent/audit/stationery	COSTS, ie, Insurance/Donations to local Administrative Bodies	SALT/TAX	MISC.	BINS etc	WEBSITE	TRAINING	VAT	TOTALS
04-Apr-15	580	1	David Cowans	Ink/stationery			90.08								90.08
09-Apr-15	581	2	mh-p internet	uploading Hepscoth Herald								15.00		3.00	18.00
16-Apr-15	582	3	HMRC	Tax for January/February/March 2015					83.40						83.40
21-Apr-15	s/o		Sylvia Johnson	Salary/expenses for April 2015		10.00			118.80						128.80
21-Apr-15	583	4	Sylvia Johnson	Back pay from wage increases					93.30						93.30
21-May-15	584	5	NALC	Chairman's training - cheque cancelled as payment included in cheque number 000590											0.00
21-May-15	585	6	A Rochester	Bins/etc for April 2015							110.00				110.00
21-May-15	586	7	Northumbrian Groundcare	Grass cutting for April 2015	62.00										62.00
21-May-15	587	8	Broker Network Ltd	Annual Insurance				265.00							265.00
21-May-15	588	9	Sylvia Johnson	Accounts Ledger			24.00								24.00
21-May-15	589	10	Northumbrian Groundcare	Grass cutting 26 April & 10 May	124.00										124.00
21-May-15	590	11	NALC	Annual Subscriptions				208.26					5.00		213.26
21-May-15	s/o		Sylvia Johnson	Salary/expenses for May 2015		10.00			118.80						128.80
11-Jun-15	591	12	Sylvia Johnson	Reimbursement for computer repair			20.83							4.17	25.00
11-Jun-15	592	13	Sylvia Johnson	Computer Ink			49.98								49.98
11-Jun-15	593	14	A Rochester	Bins/etc for May 2015							110.00				110.00
14-Jul-15	594	15	HMRC	Tax for April/May/June 2015					112.40						112.40
21-Jun-15	s/o		Sylvia Johnson	Salary/expenses for June 2015		10.00			118.80						128.80
20-Jul-14	595	16	Northumbrian Groundcare	Grass cutting on 23 May and 7 June	124.00										124.00
20-Jul-15	596	17	Azure Printing	Printing Hepscoth Herald Summer 2015						96.41					96.41
20-Jul-15	597	18	A Rochester	Bins/etc for June 2015							110.00				110.00
20-Jul-15	598	19	mh-p internet	Uploading 2 NCC documents to website								30.00		6.00	36.00
21-Jul-15	s/o		Sylvia Johnson	Salary/expenses for July 2015		10.00			118.80						128.80
05-Aug-15	599	20	Northumbrian Groundcare	Grass cutting on 21 June and 5 July	124.00										124.00
05-Aug-15	600	21	A Rochester	Bins/etc for July 2015							110.00				110.00
21/08/2015	s/o		Sylvia Johnson	Salary/expenses for August 2015		10.00			118.80						128.80
02-Sep-15	601	22	Sylvia Johnson	Stationery (files/dividers/paper) and postage			43.67							5.03	48.70
10-Sep-15	602	23	Northumbrian Groundcare	Grasscutting 18/7 + 1/8, hedge cutting 29/30/31 July removal of hedge cuttings 31/7/15	449.00										449.00
10-Sep-15	603	24	A Rochester	Bins etc for August 2015							110.00				110.00
21-Sep-15	s/o		Sylvia Johnson	Salary/expenses for September 2015		10.00			118.80						128.80
11-Oct-15	604	25	BDO	Audit fee			100.00							20.00	120.00
11-Oct-15	605	26	A Rochester	Bins/etc for September 2015							110.00				110.00
11-Oct-15	606	27	mh-p internet	updating/hosting, annual fee for website								430.00		86.00	516.00
11-Oct-15	607	28	Northumbrian Groundcare	grass cutting 15/8 + 29/8	124.00										124.00
11-Oct-15	608	29	Northumbrian Groundcare	grass cutting 13/9 + 27/9	124.00										124.00
11-Oct-15	609	30	HMRC	Tax for July/August/September 2015					89.00						89.00
21-Oct-15	s/o		Sylvia Johnson	Salary/expenses for October 2015		10.00			118.80						128.80
11-Nov-15	610	31	The Play Inspection Co Ltd	Inspection of playpark in October 2015	62.50									12.50	75.00
11-Nov-15	611	32	A Rochester	Bins/etc for October 2015							110.00				110.00
11-Nov-15	612	33	Azure Printing	Printing Hepscoth Herald Autumn 2015						96.41					96.41
11-Nov-15	613	34	SWARCO Traffic Ltd	Deposit for speed warning sign installation						1,874.75				374.95	2,249.70
21-Nov-15	s/o		Sylvia Johnson	Salary/expenses for November 2015		10.00			118.80						128.80



**HEPSCOTT PARISH COUNCIL  
GENERAL FINANCIAL STATEMENT  
PERIOD 1/4/15 - 31/3/16**

<b>CURRENT ACCOUNT</b>																	
											Receipts/balance brought forward	Payments	Sub Total	Total Balance of both accounts			
<b>RECEIPTS</b>		Current Account															
		Balance brought forward										9,421.19					
		Precept from NCC (50%)										5,400.00					
		Reimbursement of VAT										769.88					
		Precept from NCC (50%)										5,400.00					
		Contribution from Cllr Glen Sanderson's fund for speed signs										9,741.00		30,732.07			
<b>EXPENDITURE</b>																	
		Parks and Open Spaces											1,367.50				
		Admin (expenses)											120.00				
		Costs (Rent/audit/stationery)											510.30				
		Costs (Insurance/Donations to local Administrative bodies)											473.26				
		Salary/Tax											1,892.90				
		Miscellaneous											2,188.98				
		Dog Bins, Checking Stobhill, etc											1,210.00				
		Website											505.00				
		Training											5.00				
		Vat											525.08				
		<b>Total Receipts/Expenditure from 1/4/15 - 31/3/16</b>												<b>8,798.02</b>			
		<b>Current Balance (receipts minus payments)</b>												<b>21,934.05</b>			
<b>BUSINESS ACCOUNT</b>																	
BALANCE AT 31 MARCH 2015											6084.86						
RECEIPTS in current year																	
												Interest	2.48	6,087.34	28,021.39		