

## HEPSCOTT PARISH COUNCIL

**Meeting on Thursday 15 November 2018 at 6.30 pm in Hepscott Parish Hall**

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### AGENDA

	<b>Led by</b>
1. Attendance, apologies for absence and declarations of interest	PBA
2. Morpeth Neighbourhood Policing Team	AT
3. Minutes of meeting held on 20 September 2018 and matters arising	PBA
4. Co-option of Parish Councillor	PBA
5. Update from County Councillors	GS/JB
6. Planning Applications	PBA
• Current applications (over page)	
7. Standing Orders	PBA
8. Flood Alleviation Sub Group	MP
9. Financial matters:	
• Statement of finances (including items of over £100.00)	SJ
• 2019/2020 Precept	
10. South Fields/Stobhill Manor update	PBA
11. Website	
12. Speeding and Parking Issues	PBA/FD
13. Hepscott Parish Hall	
14. Correspondence	
• Letter from CAN requesting donation	SJ
15. Meetings and training attended	PBA
16. Any other business (Please notify in advance)	
• Fly tipping	PBA
• Finance task and finish	PBA
• Dates for meetings 2019	SJ
17. Date of next meeting:	
• Thursday 17 January 2019 at 6.30 pm.	

## **Details of recent planning applications for the meeting of Hepscott Parish Council on Thursday 15 November**

- East Hemmel, Hepscott - TPO to remove 5 Spruce  
**Ref: 18/02623/FELTPO - Application withdrawn**
- Burnside, Hepscott - Approval of reserved matters for appearance, landscaping, layout and scale relating to planning permission 16/01944/OUT  
**Ref: 18/01421/REM - Registered**
- 14 Thornlea, Hepscott - Convert existing detached garage to a Granny Annex  
**Ref: 18/02751/FUL - Permission granted**
- Old Hepscott Manor - Erection of new double garage with games room and reinstatement of pitched roof to existing garage  
**Ref: 18/02908/FUL - Permission granted**
- 5 Crofts Park - Beech (T1) fell due to disease. Recommend felling and replacing with a different species, eg Alder or Willow.  
**Ref: 18/03370/FELTPO - Awaiting decision**
- 21 Field House Close - to demolish garage and utility room, construct single storey side and rear extension; integral garage  
**Ref: 18/03396/FUL - Registered**



**HEPSCOTT PARISH COUNCIL**  
**Estimation for precept requirements for year commencing April 2019**  
**Expenditure from 21 September 2017 - 21 September 2018**

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	SAL/TAX	MISC.	BINS etc	WEBSITE	TRAINING	VAT	TOTALS
17-Oct-17	704	21	Hepscott Parish Hall Management Committee	Refund of VAT re chairs						£ 294.08					£ 294.08
17-Oct-17	705	22	mh-p internet ltd	Annual hosting/updating plan/domainrenewal								£ 529.99		£ 106.00	£ 635.99
17-Oct-17	706	23	BDL LLP	Audit fee			£ 130.00							£ 26.00	£ 156.00
17-Oct-17	707	24	Azure Charitable Enterprises	Printing of Hepscott Herald						£ 120.49					£ 120.49
17-Oct-17	708	25	Robert Slater (N Groundcare)	Hedge/grass cutting, Aug/Sept/Oct	£ 459.00										£ 459.00
17-Oct-17	709	26	HMRC	Tax for July/August/September 2017					£ 93.20						£ 93.20
21-Oct-17	s/o		Sylvia Johnson	Salary/Expenses for October 2017		£ 10.00			£ 124.36						£ 134.36
21-Nov-17	s/o		Sylvia Johnson	Salary/Expenses for November2017		£ 10.00			£ 124.36						£ 134.36
27-Nov-17	710	27	Play Inspection Co Ltd	Annual playpark inspection	£ 65.00									£ 13.00	£ 78.00
27-Nov-17	711	28	A Rochester	Bins/etc for September 2017							£ 110.00				£ 110.00
27-Nov-17	712	29	A Rochester	Bins/etc for October 2017							£ 110.00				£ 110.00
21-Dec-17	s/o		Sylvia Johnson	Salary/Expenses for December 2017		£ 10.00			£ 124.36						£ 134.36
14-Jan-18	713	30	Robert Slater (N Groundcare)	Grass cutting 7/11/17	£ 62.00										£ 62.00
14-Jan-18	714	31	HMRC	Tax for October/November/December 2017					£ 93.40						£ 93.40
18-Jan-18	715	32	David Cowans	Reimbursement of Repairs to litter bin in Play park	£ 29.00										£ 29.00
18-Jan-18	716	33	Sylvia Johnson	Ink cartridges			£ 52.26							£ 10.45	£ 62.71
18-Jan-18	717	34	Glasdon UK Ltd	Keys for notice board						£ 13.88				£ 2.77	£ 16.65
18-Jan-18	718	35	Community Action North/land	Donation				£ 80.00							£ 80.00
21-Jan-18	s/o		Sylvia Johnson	Salary/expenses for January 2018		£ 10.00			£ 124.36						£ 134.36
25-Jan-18	719	36	W L Straughan & Son	Work on new car park at Parish Hall						£ 2,480.00				£ 496.00	£ 2,976.00

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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	SAL/TAX	MISC.	BINS etc	WEBSITE	TRAINING	VAT	TOTALS
25-Jan-18	720	37	A Rochester	Bins/etc for December 2017							£ 110.00				£ 110.00
21-Feb-18	s/o		Sylvia Johnson	Salary/expenses for February 2018		£ 10.00			£ 124.36						£ 134.36
13-Mar-18	721	38	Robert Slater (N Groundcare)	Hedge cutting South Lodge Wood 8 January 2018	£ 50.00										£ 50.00
13-Mar-18	722	39	Hepscott Parish Hall Management Committee	Hire of Parish Hall May 2017 - April 2018			£ 140.00								£ 140.00
13-Mar-18	723	40	Azure Charitable Enterprises	Printing of Hepscott Herald						£ 123.00					£ 123.00
21-Mar-18	s/o		Sylvia Johnson	Salary/expenses for March 2018		£ 10.00			£ 124.36						£ 134.36
16-Apr-18	724	1	HMRC	Tax for January/February/March 2018					£ 93.20						£ 93.20
16-Apr-18	725	2	Andy Rochester	Bins, etc - February/March 2018							£ 220.00				£ 220.00
21-Apr-18	s/o		Sylvia Johnson	Salary/Expenses for April 2018		£ 10.00			£ 124.36						£ 134.36
21-May-18	s/o		Sylvia Johnson	Salary/Expenses for May 2018		£ 10.00			£ 124.36						134.36
31-May-18	726	3	David Cowans	Refund of photocopying charges			£ 17.50								£ 17.50
31-May-18	727	4	Sylvia Johnson	Photocopy paper			£ 19.90								£ 19.90
31-May-18	728	5	Robert Slater	Grass cutting 21/4/18 and 5/5/18	£ 124.00										£ 124.00
31-May-18	729	6	Came and Company	Annual Insurance payment				£ 332.80							£ 332.80
31-May-18	730	7	NALC	Annual subscriptions				£ 252.89							£ 252.89
31-May-18	731	8	Sylvia Johnson	Refund of payment for training at NALC									£ 20.00		£ 20.00
31-May-18	732	9	Anne Colver	Refund of photocopying charges			£ 14.00								£ 14.00
31-May-18	733	10	Sylvia Johnson	Ink Cartridges			£ 39.21							£ 7.84	£ 47.05
31-May-18	734	11	Broxap	Litter bins x 2							£ 98.00			£ 19.60	£ 117.60
21-Jun-18	s/o		Sylvia Johnson	Salary/Expenses for June 2018		£ 10.00			£ 124.36						£ 134.36



**Hepscott Parish Council**  
**Expenditure - 14 September 2018 - 11 November 2018**

Date	CHQ NO	V'CHR 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	SAL/TAX	MISC.	BINS etc	WEBSITE	TRAINING	VAT	TOTALS
20-Sep-18	005	22	Robert Slater	Grass cutting, 7/7, 21/7, 4/8, 25/8	£ 248.00										£ 248.00
20-Sep-18	006	23	mh-p internet	Uploading Hepscott Herald								£ 15.00		£ 3.00	£ 18.00
21-Sep-18	s/o		Sylvia Johnson	Salary/Expenses for September 2018		£ 10.00			£ 124.36						£ 134.36
25-Sep-18	007	24	Philip Ashmore	NALC Training									£ 10.00		£ 10.00
	008		Cheque Cancelled as wrong amount written												£ -
03-Oct-18	009	25	Andy Rochester	Bins etc for August 2018							£ 110.00				£ 110.00
03-Oct-18	010	26	Andy Rochester	Bins etc for July 2018							£ 110.00				£ 110.00
03-Oct-18	011	27	Andy Rochester	Bins etc for September 2018							£ 110.00				£ 110.00
17-Oct-18	012	28	HMRC	Tax for July/August/September 2018					£ 93.20						£ 93.20
26-Oct-18	013	29	Azure Charitable Enterprises	Hepscott Herald printing						£ 125.00					£ 125.00
26-Oct-18	014	30	mh-p internet	Annual hosting/updating of plan/domain renewal								£ 529.99		£ 106.00	£ 635.99
04-Nov-18	015	31	Robert Slater	Grass cutting 15/9, 7/10, hedge cutting, removal of hedges, cutting and removing tree	£ 539.00										£ 539.00
	016		cheque cancelled - written twice in error												£ -
21-Oct-18	s/o		Sylvia Johnson	Salary/expenses for October 2018		£ 10.00			£ 124.36						£ 134.36
				Totals	<b>£ 787.00</b>	<b>£ 20.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 341.92</b>	<b>£ 125.00</b>	<b>£ 330.00</b>	<b>£ 544.99</b>	<b>£ 10.00</b>	<b>£ 109.00</b>	<b>£ 2,267.91</b>

**HEPSCOTT PARISH COUNCIL  
GENERAL FINANCIAL STATEMENT  
PERIOD 1/4/18 - 11/11/18**

<b>CURRENT ACCOUNT</b>																
											Receipts/balance brought forward	Payments	Sub Total	Total Balance of both accounts		
<b>RECEIPTS</b>																
<b>Current Account</b>																
Balance brought forward											23,989.17					
Precept from NCC (50%) April											5,750.00					
Precept from NCC (50%) September											5,750.00					
<b>Total income from 1/4/18 - 11/11/18</b>													<b>35,489.17</b>			
<b>EXPENDITURE</b>																
Parks and Open Spaces												1,658.00				
Admin (expenses)												70.00				
Costs (Rent/audit/stationery)												90.61				
Costs (Insurance/Donations to local Administrative bodies)												585.69				
Salary/Tax												1,150.12				
Miscellaneous												250.00				
Dog Bins, Checking Stobhill Playpark/ bus shelters, etc												1,303.00				
Website												614.99				
Training												30.00				
Vat												185.44				
<b>Total Expenditure from 1/4/18 - 11/11/18</b>													<b>5,937.85</b>			
<b>Current Balance (receipts minus payments)</b>													<b>29,551.32</b>			
<b>BUSINESS ACCOUNT</b>																
BALANCE AT 31 MARCH 2018											6093.41					
RECEIPTS in current year											1.53		6,094.94	<b>35,646.26</b>		