

HEPSCOTT PARISH COUNCIL  
Minutes of meeting held on 21<sup>st</sup> March 2013

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**Present:** Derrick Melia, Norma Barker, Anne Finlay, David Towns (County Councillor) Philip Ashmore, Phillipa Raper. David Cowans (Chairman)

Parish Clerk (Angela Parr) arrived late for meeting because of taxi problems.

Mrs Julia McPhail was present as a member of the public

**Absences:** NONE

**2. Minutes of meeting held on 17<sup>th</sup> January 2013.**

These were signed as an accurate record of the meeting.

**3. Matters Arising:** There were no matters arising.

**4: Code of Conduct :** The code of conduct and standing orders were considered to be in order and would be posted on the website.

**5: May Parish Elections:** Papers were distributed to those intending to stand for election again. These were Phillipa Raper, Philip Ashmore, David Cowans. David Towns explained the procedure to the committee and emphasised that timing was critical. Ken Reid (present at last meeting) was going to stand and there were one or two people who could be co-opted.

**6: Planning Applications:**

(i) Roseden: Conditions in the Planning Application had all been met, but it was disappointing that our recommendations had not been taken into account. DM stated that we could either make a fuss about the matter or forget it. Melanie Thew in the Planning Department had stated, when contacted, that it had all been carried out according to the law.

DC was concerned that some building on Roseden and other sites had been started early, as if approved. We could write and question why this is the case. It was considered that more localism in the future may help stop matters like this from occurring. However, for the present, we need to be wary of these early starts taking place, whatever the site.

(ii) 1 Thornlea: DC had written to the Planning Office with our objections.

He attended the Planning meeting in Alnwick. A comment from Planning stated that the development was 'well in keeping with Hepscoth'. DC felt that they did not listen or take into account our objections. It was felt that there could be a problem with surface water at this site and that the resident of No.1 has had flooding in her garden. There was no evidence that this could happen and it was noted that any development must meet Building Regulations who will no doubt look at the issues regarding drains. DM suggested a letter to show that we were concerned about drains, should there be a problem in the future. Photos of the area/problems could prove useful.

(iii) - land to east of Hepscoth Manor Farm and (iv) land at 2 & 3 Fir Tree Copse both concerned TPOs and were felt necessary for both.

## **7. Morpeth Neighbourhood Plan:**

This is a pro-active group which meets regularly and there are four Parish Councils involved. The key areas are:

education/housing/heritage/economy/environment

It will take quite some time for the plan to come to fruition. DC is on the Steering Committee for the Heritage Group.

PA had been asked by the MNP Environment Group to do a report on flood risk and susceptibility in Hepscoth. He presented and distributed his draft to the Parish Council and asked for comments. The Council agreed that it could go forward to the Environment Group. However, it was pointed out that for many residents, the problem of flooding is a sensitive issue as it could affect the value of their properties if they decide to sell in the future.

**8: Northumberland Local Development Plan.** This was left for discussion at a future meeting.

## **9: Financial Issues:**

(I) A handout was distributed showing the current situation. As it was very near to the end of Year accounting period, final figures would be produced shortly and the figures sent for Internal Audit. The PC already has the forms from BDO for the external audit, which has to be completed by mid-June. As she was leaving, she would ensure that these figures were ready before she left.

(ii) Quote from Northumberland Groundcare was accepted and the good quality of his work commented upon.

(iii) HMRC - Real time PAYE starts for all payments after 6<sup>th</sup> April 2013. We pay our PAYE quarterly so no payment is due until June 2013 for this new financial year.

- (iv) There were several requests for donations but the one for CAN was agreed upon and this was increased to £80 for the current year.
- (v) There was VAT to claim for approx £320 - PC would action before she left.

**10: Website:**

The website sub-committee (NB/AF/AP) have met twice and alterations had been requested from our website provider. Website address at present is: [www.mhp.org/hepscott/index.php](http://www.mhp.org/hepscott/index.php) . The website is not live yet.

Information still required on website includes: Asset Register, Standing Order and Financial Regulations. PC to action, as these had now been accepted by the Parish Council, after guidance from David Frances of CAN.

A map had been developed by AF as permission had not been granted by the NCC to use the Ordnance Survey map (3 requests made)

The website needs a specific address for people to send in their comments/requests etc., and this should be done by the new PC once in post.

NB would arrange a further meeting of the sub-committee.

*(it should be noted that the members of the sub-committee will no longer be on the parish council after the May elections, and the PC is leaving at the end of May - a new sub-committee may be needed.)*

**11: Resignation of Parish Clerk:**

AP will be leaving at the end of May, having given over 2 months notice. It was noted that all Parishes, by law, must have a Parish clerk, whether paid or unpaid.

There were several reasons given as to why the PC was leaving having been in post for 5 years.

It was agreed to advertise for a replacement PC. Action: DC

**12: Tidy Up Day:** AF gave details of the Tidy up day for the Village.

**13: Replacement traffic mirror:** DC stated that the County Council is not keen on these mirrors as they may cause people not to take due care and attention when relying on the mirror. It was not considered applicable for the Parish Council to fund this as had done in the past.

**14: Meetings attended by Councillors:** Details of these had been discussed under item 7 above.

**15: Correspondence:** None

**16: AOB:** None

**17: Date of Next meeting** - 16<sup>th</sup> May 2013 - AGM and Ordinary Meeting.