**Woolsington Parish Council**

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| **Chairperson of the Council: George Pattison** | **39 Wellburn Road** |
| **Clerk to the Council: Andrew Richardson** | **Washington** |
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**Minutes of Electronic meeting of Woolsington Parish Council**

**held via Zoom on Wednesday 9th September 2020**

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| Present: | Councillor G. Pattison (Chair) |
|  | Councillors J. Couchman, L. Kennedy, J. Littleton, L. McGuinness, S. Pattison, J. Robinson, J. Sabarre and A. Thomas. |

In attendance: A. Richardson – Clerk

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| **94.**  **95.**  **96.**  **97.**  **98.**  **99.**  **100.**  **101.** | **Apologies for absence**  Apologies for absence were received from Cllrs L. Wright and B. Hunter. Non-attendance and no apologies received from Cllr G. Pendleton.    **Declarations of Interests**  Any declarations of interest are noted below.  **Minutes of Previous Meeting**  The minutes of the meeting of the Parish Council held on 8 July 2020 were agreed as a true record and signed by the Chair.  **Matters Arising from the Previous Minutes**  N/A  **Grant Applications**  The Clerk shared the proposed draft grant application forms, the members had a discussion around item C on the guidance notes. Cllr Sabarre queried what the benefits of limitations on the forms were, the Clerk advised that if there no limitations, the budget might not be spread around evenly. Cllr Littleton agreed that there should be guide of what money is available and was happy with the forms. Cllr G. Pattison advised that it is always at the discretion of the members, and that the total grant budget is usually approximately 8-10k. Cllr McGuinness thought the forms were a good idea as it complies with audit purposes and provides a level of control over the budget, however it would appear that there were still discussions and comments to be made. Cllr S. Pattison mentioned it may be worth a look at the NCC Grant form. It was agreed that the Clerk would circulate the forms again for discussion and comment.  **Woolsington Parish Area Biodiversity Plan**  Cllr Littleton discussed the promotional documents recapping the progress made on the Biodiversity project.  In summary the project is going very well, the only issues might be the slight underspend on the budget.  Bankfoot unable to proceed because of Covid and a delay on Bedeburn site, however good advice provided by Grounds Maintenance who will clear the site free of charge, and have helped with the design, this is unlikely to happen this year though.  The barrels for Etal Lane will be delivered and prepared in September.  All schools have expressed an interest in the scheme.  Proposals for 2021/22 will be brought to Novembers meeting, CIL funding could also be spent on Biodiversity which could broaden the range of projects, i.e. Ponds in the Woolsington Parish.  Cllr Littleton has had discussions with the site manager Theresa Stephenson at Sovereign Lodge regarding the building site on the new shopping precinct which the Dementia Garden overlooks, the Contractor or Newcastle City Council have done nothing about the mitigation, Cllr G. Pattison advised that he understood that the Contractor was starting in September, and advised that Nick Launder from NCC oversees the project. Cllr Littleton advised that in the terms and conditions, the approved landscaping works should be complete after the first planting season, that was 2 years ago. Cllr S. Pattison advised that pressure has been put on Newcastle City Council, however is in the hands of the contractor now. It was agreed that the clerk would email Nick Launder.  Cllr Littleton felt that the Newbiggin Hall shops was a health and safety issue, Cllr S. Pattison advised that it had been brought to the case officer’s attention, this would also be included in the email regarding the dementia garden.  Cllr Littleton advised that cost from the highways section to maintain the land and flower beds around Sovereign Lodge was £150 plus VAT, and that the gardener for Sovereign Lodge Paul Head had been undertaking this work, Cllr Littleton proposed to the Members that as recognition for his good work they provide a good will gesture, the Members agreed and decided on a figure of £75.  **Planning Matters**  The Members agreed to the suggested planning protocols which had been previously circulated by the Clerk. The Clerk also advised that a planning training/awareness was to be held on 16th September to all Members who wished to attend.  **Neighbourhood Plan**  Cllr Sabarre provided an update, and recapped on the survey shared which had over 55 questions covering 10 core categories, the following percentages were responded to as extremely important :-   * 16.7% Housing and Development * 23.8% How much importance should be given to Newbiggin Hall * 37.5% Areas of Deprivation within the Parish * 34.8% Transport and Highways * 20.8% Business & Enterprise * 43.5% Infrastructure & Utilities * 62.5% Community Services * 58.3% Environment * 29% Heritage and Tourism * 45.8% Leisure and Entertainment   The two clear priorities from this survey were Community Services and the Environment, it was discussed how relevant those were now in light of Covid, however those two priorities could be used to shape the next round of questions.  Options that could be explored, possibly under Community Services were mental health and domestic violence.  Cllr Sabarre declared he was now a school governor for Farne First School, and highlighted some of the challenge’s that schools are facing through Covid was communicating with Parents that don’t have IT equipment, it was suggested to explore the options to support families who do not have IT equipment, which would allow home schooling.  Cllr McGuinness and Cllr Littleton suggested that an outcome from the first round of consultation should be delivered, to show the survey was worthwhile and had delivered.  Cllr Sabarre suggested an online Mental Health Course seminar could be held.  Cllr McGuinness advised that there are lots of initiatives that could be tapped into, Newcastle City Council and the Police have set up initiatives around domestic violence, possible avenues to explore was a virtual event option with the police commissioner.   |  | | --- | |  | | |
| **102.** | | **Risk Assessment**  The Clerk advised that the risk assessment document was now up to date. |
| **103.** | | **Police Update**  The Clerk updated the members of his discussions with the Police with regard to further meetings, if an officer couldn’t attend, a written update around crime and anti-social behaviour to be provided to be read out by the Chair.  Cllr G. Pattison mentioned that the Newbiggin Hall shops seem to be a magnet for anti-social behaviour. |
| **104.** | | **Financial Matters / Accounts for Payment**  Approval was given to the following payments, itemised in the Report of the Clerk circulated with the papers for the meeting –   |  |  |  | | --- | --- | --- | |  |  |  | | Clerk Salary | August/September | £ 728.26 | | HMRC | August/September | £ 183.00 | | Zurich Municipal Insurance | | £ 373.44 | |  | |  | | For Information purposes only as already approved via Biodiversity Project: - | | | | J. Parker Dutch Bulbs | | £ 211.14 | | J. Parker Dutch Bulbs | | £ 594.00 | |  | |  | | For Information purposes only as grant agreed at previous meeting: - | | | | Simonside Primary School - for the purchase of library books - receipts will be provided in due course | | £ 1000.00 |   The Clerk shared a financial statement document that he proposed to produce for every meeting, the members agreed to this. |
| **105.** | | **Any Other Business**  Cllr S. Pattison provided an update on the excellent work done by the project “D2” during the Covid period, delivering food to families, collecting prescriptions for the elderly, etc. and lots of other groups doing good work.  The Clerk advised of various on-line training sessions being held by NALC, and also the Annual General Meeting of NALC to be held on the 3rd October.  The Clerk also advised that he had been looking at other Parish Council websites with a view to getting an idea of everything that needs including on the Woolsington Parish Council website. |
| **106.** | | **Date of next meeting**  The next meeting was scheduled for 11th November at 6.30pm online via Zoom.    Chairman …………………….  Date ………… |