

# HEDGELEY PARISH COUNCIL

## AGENDA

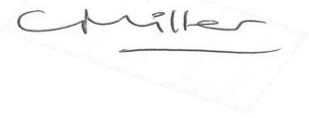
You are summonsed to attend the Annual meeting of the Parish Council commencing at 730pm in the Breamish Hall Powburn, on Thursday 13<sup>th</sup> May 2021. The public are welcome to observe.

This will be the first face to face meeting since the Covid-19 pandemic, and all attendees are requested to adhere to the Risk Assessment attached

- 2021/20 Apologies for Absence**
- 2021/21 Election of Chairman**
- 2021/22 Election of Vice Chairman**
- 2021/23 Co-Option Vacancies**
- 2021/24 Declaration of Members Interests**
- 2021/25 Opportunity for members of the public to raise any matter on the agenda**
- 2021/26 Minutes of previous meeting held Wednesday 3<sup>rd</sup> February 2021**
- 2021/27 Matters Arising from previous meeting held Wednesday 4<sup>th</sup> February 2021**
- 2021/27/01 Works to well
- 2021/27/02 To receive update on play area repairs
- 2021/27/03 Parish drains
- 2021/27/04 To receive update on commemorative seat
- 2021/28 County Cllr update**
- 2021/29 Planning**
- 2021/29/01 Planning Applications received:
- 21/01002/FUL: Bolton Hall – Internal alterations
- 2021/29/02 Notice of Approval of Planning Application received:
- 20/02703/LBC: Listed Building Consent – Works to alter/reinstate the East and West entrance gates and railings.
- 2021/30 Finance**
- 2021/30/01 The following accounts are to be authorised:**
- C Miller – salary/expenses - £246.59
  - HMRC – PAYE on above - £55.20
  - NALC – annual membership fee - £104.31
  - Came & Company – annual insurance policy - £592.06
- 2021/31 Correspondence**
- County Council – Findings from Library Consultation
- <https://northumberland.moderngov.co.uk/documents/s2141/Public%20Library%20Service%20Consultation.pdf>
- <https://northumberland.moderngov.co.uk/documents/s2143/App%202.pdf>
- 2021/32 To consider issues within the parish**
- 2021/32/01 To consider parishioner concerns regarding speeding traffic
- 2021/32/02 Additional street lighting from Breamish Hall to Eglington junction C82
- 2021/33 Audit of Accounts year ending 31/3/21**
- 2021/33/01 To consider and agree any actions arising from the report of the internal auditor
- 2021/33/02 To approve the Governance Statement
- 2021/33/03 To approve the draft annual accounts for 2020/2021
- 2021/33/04 To approve the Accounting Statement and explanation of variances
- 2021/33/05 To approve the Exemption Certificate
- 2021/33/06 To approve public right of inspection dates

**2021/34 Date of Next Meeting**

Claire Miller, Parish Clerk

A handwritten signature in cursive script that reads "Miller". The signature is written in black ink on a white background. Below the signature, there is a faint, light-colored rectangular stamp or watermark that is partially obscured by the signature.

Dated this 4th day of May 2021

**HEDGELEY PARISH COUNCIL**  
**RISK ASSESSMENT FOR RESUMING FACE-TO-FACE MEETINGS**

<b>Risk</b>	<b>Description of Risk</b>	<b>Mitigation Measures</b>
1. Room Set up and Dismantling	Transmission from setting out the chairs to hold the meeting.	Chairs and surfaces, eg door handles to be sanitised after use – members to sanitise their own chairs; Clerk/Chairman to undertake sanitisation on other areas. Chairs to be set out in horseshoe shape to avoid people facing each other.
2. Entering and leaving meeting	Close proximity to other members and the public entering and leaving the meeting and contact with doors.	Members to enter the meeting and leave in an orderly socially distanced way. Hands to be sanitised on arrival. Controlled, socially distanced, one by one, entry by other attendees.
3. Meeting Environment	Transmission through air and touch.	Socially distanced seating arrangement.  Windows and doors to be left open to facilitate the free flow of air though the meeting room.
5. Conduct of Meeting	Transfer through touch and air	Members and public to remain socially distanced at all times.  Wearing of masks except when speaking.  Shouting to be avoided.  The circulation of paper documents to be suspended.
6. Wider Issues	Members do not feel safe attending face to face meetings.	Members to stand when addressing the meeting so their voices will carry better.  Need to keep meeting “moving” so it does not last longer than necessary.
	Track & trace	Contact details of any members of the public attending to be taken.