

# Hepple Parish Council      Ref 1805

## **Minutes of meeting of Hepple Parish Council held on Monday 14th May 2018 at 8.00pm in the Village Hall**

<b>Present:</b>	<b>Mr J Hasson</b>	<b>Chair</b>
	<b>Mr C France</b>	<b>ViceChair</b>
	<b>Mrs C Buckley</b>	
	<b>Mr S Whitfield</b>	
	<b>Mr W Woolley</b>	
	<b>Mr D McKechnie</b>	<b>Clerk</b>

### **1. Introduction**

#### **1.1 Welcome, apologies for absence and declarations of interest/grant of dispensations or co-options**

All councillors were present. No apologies or declarations were necessary.

#### **1.2 Public Questions**

No members of the public were present

#### **1.3 Minutes of the previous meeting**

The minutes of the meeting held on 5th February 2018 were agreed as a true record and signed by the Chairman

#### **1.4 Matters arising**

**Pot Holes** It was noted that work was still needed on the road repairs previously reported, and additionally the road surface of the B6341 on the hill immediately south west of the Keenshaw burn was dangerous to motorists and cyclists. **Action Clerk**

The grass verge in Hepple Village will be cut after the daffodils have completely died off.

Since the meeting the clerk has been informed that the request for a footpath from the Coquet Bridge to Kiln road has been denied as it did not reach a high enough rating on the LPT scale.

### **2. Items for Discussion and Potential Decisions**

Following legal advice, it was agreed that it was not necessary to appoint a Data Protection Officer for Hepple Council.

In response to the letter from Healthwatch (see below), it was agreed to post a link on the council website to Healthwatch Northumberland

**Action Clerk**

“Hello,

Would it be possible to have a link to our website from your parish council website - on ‘useful links’ or ‘health’ or wherever you think it would be best - so that residents know who to contact about health and social care issues?

Healthwatch Northumberland is the independent champion for people in Northumberland who use health and social care services. As a statutory function (there’s a Healthwatch in each council area of England), we listen to your experiences of GPs, hospitals, dentists, mental health services, care homes and home care - any care service you may have used - and influence change and improvements in these services. We also offer a signposting service where we can help find you a new dental practice or GP for example, help you make complaints, register a concern or give praise, and we can put you in touch with local support groups and services. Our website has a range of health advice and information, the latest on local health issues and lists local events and ways of getting your voice heard by care providers and commissioners. Visit our website: [www.healthwatchnorthumberland.co.uk](http://www.healthwatchnorthumberland.co.uk) or call: 03332 408468.

Please let me know if you need any more information.

Many thanks and best wishes,

Claire Jackson, Information, Communication & Marketing Officer”

### **3. Finance**

The following, all of which will appear on the notice board and website, were discussed and where appropriate approved and/or agreed.

- Financial report for the period 1/4/17 to 31/3/18
- Budget to 31/3/19
- Precept of £450 received 13/4/18
- Internal Audit Report 11/4/18
- Annual Governance and Accounting Statements (see Minute References AG1 & AS1 below)
- Certification of Exemption from External Audit
- Dates for the ‘Period of Exercise of Public Rights’ - 4th June to 13th July, 2018

A cheque was signed for the website subscription (£29.95).

**Minute Reference AG1** The Annual Governance Statement, Risk Assessment and Financial Procedures documents were reviewed by the Parish Council together with the internal control and the management of risk guidelines and found that all the key areas were fully covered and complied with.

**Minute Reference AS1** The clerk has completed the Accounting Statement for 2016/17 and it was approved by the Council at the council meeting.

#### **4. Planning**

The council had no objection to the erection of a mast at Herdlaw Farm.

#### **5. Details of any meetings attended by Councillors or the Clerk**

The Vice Chairman, Mr C France, and the Clerk, D McKechnie, attended the Parish Cluster meeting on 8th March, 2018. The minutes are on the website.

The Clerk attended a training session organised by NALC on Audit and Finance and Data Protection. Lessons from these two sessions will be incorporated in future policy, procedures and operations.

#### **6. Any Other Business**

It was agreed that in future years the Annual Meeting of the Parish Council and the normal May quarterly meeting of the Parish Council would follow immediately on from the Annual Meeting of the Parish in early May.

The meeting ended at 8.30pm

#### **7. Date of Next Meeting**

8 pm on Monday 13th August 2018 in Hepple Village Hall

**David McKechnie**  
**Clerk to Hepple Parish Council**  
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