

Otterburn Parish Council

Meeting of the Parish Council held on 2 June, 2020

Due to the Corvid19 emergency and lock-down restrictions no actual face-to-face meeting took place. This Parish Council meeting was conducted via zoom and all public were invited to attend.

MINUTES

Present – Andrew Shone – Chair, Cllrs Ruth Appleby, Joanne Nichols & Gemma Cook

In Attendance - Martin Chilvers – Clerk, Chris Keay, Jane Cartridge (both until 7.55)

1. **Apologies for absence** – There were apologies from Cllrs Peto and Farrell.
2. **Declarations of interest** – None were declared
3. **Minutes of the last Ordinary meeting and the Annual Parish meeting** – The minutes of the two meetings, having been circulated, were accepted as a true record and signed by the Chair.
4. **Public Question Time** – a) Cllr Riddle was unable to attend
b) Memorial Hall Committee regarding defibrillator located at Memorial Hall: Mr Keay & Mrs Cartridge provided background to the purchase and installation of the defibrillator in the alcove of the Memorial Hall. It was noted that no formal hand-over or documentation was received from Steven Carey Fund who had provided the local defibrillators. The Clerk advised that the Parish Council had also never received any such documentation. Mrs Cartridge advised that she was still the guardian of the unit at the hall and happy to continue to regularly checked it. She advised that she believed Mr Robbins who was one of the committee who raised the funds to purchase the units was also a guardian but understood he had moved away from the village.

Whilst all present agreed it was important that the defibrillator needed to be well maintained in the absence of any official hand-over received the Clerk was asked to contact other Parishes where units were installed to determine their local processes. He was also asked to contact the Steven Carey Fund for details of the hand-over and their ongoing commitment. It was highlighted that it appears both the Parish Council and Memorial Hall may have the defibrillator insured and the Clerk was asked to investigate further. (CK & JC left the meeting).

5. Matters arising

- a) item 5a: Ray Windfarm update: The Clerk provided an update on the Covid19 hardship Fund that Ray Windfarm had set up to help local businesses impacted by the crisis. He advised that this could potentially include funding assistance for businesses to make / purchase alterations in preparation to being able to reopen when government guidelines allowed. Additionally he advised the process for business grant applications was progressing well and it was hoped should be ready very soon. Finally it was noted the Ray Windfarm AGM was scheduled for 27 August.
- b) item 5b: Road safety in the Parish: The Clerk advised there was no update on this matter this month.
- c) item 5c: Revitalising Redesdale update: The Clerk advised that there was no update on this matter this month and that the next Steering group meeting was scheduled for 17 June.
- d) item 5e: Dog mess dispensers and signage: The Clerk advised the dog bag dispenser should be arriving in the next day or so.
- e) item 5f: Northumbria Water (NWL) Treatment Works, legacy: The Clerk advised he had received two quotes for speed indicator cameras and would share details when he had a third for the Councillors to consider.
- f) item 5g: Work at the Children's Play Area: The Clerk advised that he had been informed the annual inspection would be undertaken shortly at the Play Area and it was agreed to hold off until the report was received before engaging someone to work on the minor repairs that had previously been identified.
- g) item 5j: Condition of railings on road to RTC Sport Centre at entrance of footpath to Brierley Gardens: The Clerk advised that there had been no update on this matter this month.
- h) item 5k: Parish Council activity during coronavirus emergency: The Clerk highlighted that further food parcels had been received from AGE UK and were available for people in need. He also highlighted the various forms of funding and assistance that were posted on the Parish Council website.

6. Finance

- a) Clerk's salary and expenses for May, 2020: The Clerk's claim for salary & expenses was agreed.
- b) Payment of invoice to Chris Mowatt: The payment of £280.00 was agreed.

7. Planning

- a) There were no planning matters for consideration this month.

8. New Business

- a) Review and adoption of the update Standing Orders: The Councillors were all in agreement to adopt the updated standing orders.
- b) Consideration and agreement of the update Risk Register: The Councillors were all in agreement to adopt the updated register.
- c) VJ Day – 15 August: The Clerk provided details of the proposal from Rev Elaine Ryder to hold a service on Saturday 15 August. The Councillors were all in agreement to support the plans.
- d) Damage at Otterburn Hall: There was a report on the damage to the Otterburn Hall and that it would appear it is no longer secure to avoid people from entering the property. It was understood that the Police had been present the previous weekend due to an incident at the Hall. It was agreed the Clerk would contact the Police regarding the incident before reporting the concerns of the Parish Council and some residents over the dangerous state of both Otterburn Hall and the Annexe attached to it.

9. Any other business / Matters for discussion at the next meeting of the Parish Council

- a) Cllr Nichols highlighted that the pavement in Brierley Gardens was crumbling in a number of areas. It was agreed that Clerk would contact NCC regarding repairs.

10. Date, time and place of next meeting: The next meeting of the Parish Council to be held at 7.30pm on Tuesday 7 July, 2020. This would be conducted via zoom and an invite link can be requested from the Parish Clerk.

Meeting closed at 8.10pm