

Minutes of the Meeting of Haswell Parish Council held on

Wednesday 24<sup>th</sup> June 2020 at 6.30pm held virtually and live on social media

**Present**

Cllrs C HOOD (Chair), E Major, O Gray, J Cook & A Wainwright

**38.20 Apologies**

Apologies for absence were received from Councillors K Welch.

**39.20 Code of Conduct**

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct.

**40.20 Minutes of the Meeting held on Wednesday 27<sup>th</sup> May 2020**

**RESOLVED that the minutes of this meeting, a copy of which had been previously circulated to each Member, be approved and signed as a true and correct record.**

**41.20 Police & Street Warden Briefing**

The Police had offered their apologies to the meeting.

**42.20 Finance**

**To approve the monthly accounts**

The payments for June 2020 submitted to Members, previously circulated, listed below had already been approved, in accordance with the Council's Financial Regulations.

Payments to:	goods/service received	Amount £
ARCO	workwear	297.43
DCC	payroll SLA	1,096.04
P Levitt	various	78.97
WAVE	water charges	3.15
GI & NR Tate	tractor fuel	124.80

**RESOLVED the action taken in making the payments as listed, totalling £1,600.39, be endorsed.**

**43.20 2019/20 AGAR Form – Audit**

**(a) Internal Audit of Year End Accounts**

Members considered the report of the internal auditor of the year end accounts, a copy of which had been circulated. It covered all of the necessary audit areas and provided comments on each. There were no risk areas identified and there were adequate controls in place for the parish council.

**RESOLVED the report be accepted and it be noted there were no areas requiring attention.**

**(b) Section 1 – Annual Governance Statement 2019/20**

This had been considered at the last meeting. There was an amendment required in relation to the statement of assets. **RESOLVED the contents be noted and Section 1, the Annual Governance Statement, be accepted by the Council and signed on its behalf by the Chair.**

**(c) Section 2 – Accounting Statements 2019/20**

A copy of Section 2 the Accounting Statements alteration to asset figure to £301,858.00 was circulated for consideration and approval. **RESOLVED the contents be noted and Section 2 of the Accounting Statements, be accepted by the Council and signed on its behalf by the Chair.**

#### **44.20 Assurance by Risk Area**

The report of the Internal Auditor, considering assurance by risk area, was considered. It was reported the objective of the internal audit process was to provide the Council with assurance on the adequacy and effectiveness of its internal audit controls, processes and records to mitigate risks in the areas provide in the report. The report indicated all of the requirements had been met by the Parish Council and there were no areas identified for further attention. **RESOLVED the report be accepted and it be noted there were no items given for action.**

#### **45.20 Risk assessment for Covid 19**

The Clerk advised there was sector specific advice for the re opening of services by the parish. The councils operating model had not changed in terms of personnel and staffing, it had adapted its meetings ie the Annual Meeting being postponed and having virtual meetings via zoom. The Country was currently at stage 4 and the play areas were to open as per Government advice on 4 th July 2020 although users would be encouraged to follow current social distance guidelines when visiting the pay areas. Those using them should consider if the playground was busy, coming back at a later time, washing hand before and after visiting was also encouraged and hand sanitiser be used frequently. With regard to the playing fields and team sports teams could meet to train with no more than 6, remaining 2m apart. The playing of games was still not permitted at this time. **RESOLVED the information given be noted.**

#### **46.20 New Draft Code of Conduct – for consultation**

Members had been circulated with a copy of important consultation taking place where councils were encouraged to consider and submit any comments or suggested changes to the proposed draft nation Code of Conduct. It was stressed high standards of conduct and behaviour were of the importance to local parish and town councils sector as they are needed to protect the integrity of decision making, maintain confidence, and safeguard local democracy. The deadline for responses was 17 August and so it was suggested Members digest this paper and then it be considered once again at the next meeting to allow a response to be made within the deadline. **RESOLVED this course of action be agreed to.**

#### **47.20 PLANNING**

There were no planning issues to report on.

#### **48.20 MEMBER'S REPORTS**

Councillor Gary reported some of the roads at Haswell Plough were being re surfaced. She reported a handheld electronic tablet had been found on the parish playing fields and asked this be put in the noticeboard for the owner to reclaim. She expressed her disappointment on the lack of variety of plants used on the summer bedding and the Clerk accepted this. She intended re instating the dispensers for the dog bags now that Covid 19 regulations were being relaxed. She explained the ribbons around the village had now been taken down. Councillor Major did not have any items to report. Councillor Wainwright gave a comprehensive update on three areas he was pursuing. In relation to the Grey Horse it was hoped there would be some movement soon. On the George Street development there had been a further sale, works involving a wall and damage to a footpath were being investigated by DCC's Strategic Highways Team. DCC enforcement Team were to take

action on the property on Front Street. Councillor Cook asked if it would be possible for Haswell and South Hetton to work together to push for improvements on the cycle route between the villages along the former railway lines, which was overgrown. She reported the surface of the car park at the former pit site was in a poor state and there was constant dumping and fly tipping of rubbish, it was asked ownership and responsibility of the land be looked into. The Chair asked the paperwork for the groundsman vacancy be considered and approved at the next meeting, along with a plan for proper investment into a Horticulture Plan. **RESOLVED the updates be noted and action taken where indicated.**

#### **49.20 PUBLIC PARTICIPATION**

For the Chair to invite members of the public present to address the Parish Council on items of concern or interest.

A resident reported fly tipping on the sides of a road, the Chair assured this had been reported to DCC for attention. It was hoped the Parish Council providing dog bags would help with the amount of dog fouling in the village. Nettles growing on the path that leads to the woods at Pesspool Avenue were reported, the ownership of this area was unknown however the parish said they would help in this instance. Appreciation was given for activities run in the village for children. The Chair confirmed they were organised by Mencap, and it was hoped in the summer holidays they would continue in partnership with the various organisations in the village including the Parish Council.

#### **50.20 DATE & TIME OF THE NEXT MEETING – 29<sup>th</sup> July 2020 at 6.30pm via Zoom**