



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Council will be held on Monday 13 July 2020 at 6.45pm, when the following items will be discussed:

(please email clerk@hexhamtowncouncil.gov.uk by 2.00pm on 13 July to request a Zoom meeting invitation if you are a Hexham resident wishing to ask a question/join the meeting)

A G E N D A

1. Council to hear questions from Hexham residents regarding matters on the agenda or relating to Hexham.
2. Apologies for Absence.
3. To agree minutes of the Council meeting held on 8 June 2020, enclosed.
4. Matters arising not on the agenda – for report only, if any.
5. Mayor's announcements.
6. Declarations of interest (see enclosed).
7. To agree accounts for payment (list enclosed).
8. To approve the annual statement of accounts, governance statement and internal audit report (see enclosed).
9. Proposal from Councillor J Ord on the provision of an information board close to Benson's Gates, the Sele (see full proposal enclosed).
10. To note the draft minutes (attached) of Committee meetings held in June.
11. To note any correspondence received.
12. Any urgent matters at the Chairman of the meeting's discretion.
(Matters to be raised under this item should be written out (if possible) and given to the Chairman of the meeting or the Town Clerk before the meeting begins.)

Jane Kevan
Town Clerk
7 July 2020

Hexham Town Council
Council Office
St Andrew's Cemetery
Hexham
NE46 3RR

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Hagenda0720

HEXHAM TOWN COUNCIL

MINUTES OF THE ONLINE TOWN COUNCIL MEETING HELD ON 8 JUNE 2020

| | |
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| 7573. | <p>PUBLIC QUESTIONS:</p> <p>EMERGENCY ACTIVE TRAVEL FUND: A local resident asked about the DfT £250m available to local authorities to adapt their areas to Covid-19 and what measures the Town Council supports for walking and cycling. Councillor Hull noted the Council is waiting to hear from the County Council and Councillor Homer reported on the situation on the County Council's bid for Active Travel scheme funding. She noted there was short notice for bidding schemes and projects have to be delivered within eight weeks. Seven authorities in the North East have put in a combined bid. A bid will also be submitted for a second tranche of funding.</p> <p>SOCIAL DISTANCING SIGNAGE: A local resident noted there are new road layouts in Newcastle and asked if Hexham could do the same. Councillor Hull advised his understanding is that there would be discussions with the County Council on measures in general for the safe re-opening of the town centre.</p> <p>GLYPHOSATE: Two local residents asked about alternatives and the timeframe for stopping use of this weed killer. It was noted that this matter was listed later on the agenda and that the Town Council would be contacting the County Council with the results of its decision.</p> <p>HEXHAMTV: It was noted that the meeting was being streamed/recorded.</p> |
| 7574. | <p>JUNE COUNCIL MEETING: Councillor R Hull, the Town Mayor, then opened the Council meeting. Present were Councillors S Ball, J M Graham, T Pearson, D Kennedy, C R Homer, T Cessford, C Hanley, E Green, J Ord, T G E Gillanders and J V R Hare.</p> |
| 7575. | <p>APOLOGIES FOR ABSENCE were received from Councillor Dodds.</p> |
| 7576. | <p>MINUTES: The minutes of the Annual Meeting of the Council meeting held on 11 May 2020, having been circulated, were AGREED.</p> |
| 7577. | <p>MATTERS ARISING: It was noted that there were no matters arising.</p> |
| 7578. | <p>MAYOR'S ANNOUNCEMENTS. For information Councillor Hull advised the meeting of the following:</p> <ol style="list-style-type: none">a. HEXHAM COMMUNITY TOGETHER: With Councillors Homer and Cessford, the Clerk and Admin Officer, he has continued to attend regular meetings. He wished to thank all the volunteers and noted the way this initiative demonstrated the strong community spirit of the town.b. ABBEY RECTOR: He was pleased to have had the opportunity to welcome Rev Canon David Glover to the town as part of his installation by Zoom on 14 May.c. HEXHAM HIGH STREETS HERITAGE ACTION ZONE: On 26 May he attended an informal meeting with the Clerk and County Council officers. He noted the Historic England announcement is on hold but there had |

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| | <p>been assurances that the funding provisionally announced will be available for Hexham but not until October and the programme would now have to be condensed into 3½ years rather than 4.</p> <p>d. HEXPRESS: Following recent discussions with the editorial board, a new edition had been put online earlier that day.</p> <p>e. CEMETERY CHAPEL: This will reopen on 4 July in line with Government guidance.</p> <p>f. HEXHAM HUB: A meeting has been scheduled for next week and he will report back in due course.</p> |
| 7579. | DECLARATIONS OF INTEREST: There were no declarations of interest. |
| 7580. | ACCOUNTS FOR PAYMENT: It was AGREED to authorise payments in accordance with the list that had been circulated and attached to the agenda. |
| 7581. | USE OF GLYPHOSATE PROPOSAL: The proposal from Councillor Gillanders as outlined in the agenda was, after some discussion, unanimously AGREED. It was further AGREED to write to Karbon Homes and the County Council setting out the decision and encouraging them to phase out Glyphosate use in Hexham. |
| 7582. | BUSINESS CONTINUITY PLAN: The Business Continuity Plan as attached to the agenda was AGREED. |
| 7583. | DRAFT COMMITTEE MINUTES: The draft minutes for meetings of the Planning & Infrastructure and Finance & General Purposes Committees held in May 2020 were NOTED. |
| 7584. | <p>CORRESPONDENCE RECEIVED. <i>(Note: wherever possible, all communications addressed to the Council are circulated to Councillors for information as and when received.)</i> It was noted that Councillors had been circulated information on:</p> <ul style="list-style-type: none"> a. COVID-19: information from NALC, Northumberland CVA on volunteers' week, Hexham Farmers Market proposals and Community Action Northumberland. b. NORTHUMBERLAND DAY: relating to online and virtual celebrations. c. HSHAZ: updated overview. d. FOODBANK AGM: this took place on 27 May. e. TOWN AND COUNTY COUNCIL LIAISON MEETING: postponement. f. DfT EMERGENCY ACTIVE TRAVEL FUND: suggestions from Hexham Civic Society. g. PROPOSED CYCLE ROUTE BETWEEN HEXHAM AND ACOMB: Councillor Cessford noted this would be considered by the County Council. Councillor Homer noted a cycling and walking strategy was being considered by Cabinet the following day and there will be further consultation for links with Hexham later this summer. |
| 7585. | NEXT MEETING: The next meeting of the Council will be held on 13 July 2020 at 6.45pm. |

Chairman

Signed as a correct record of the minutes of the meeting held on 8 June 2020.

HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors must use one of the following statements:

- “I have a disclosable pecuniary interest
in..... (for example) Agenda item
3, Planning application number 14/1234”.
(NOTE: Code of Conduct paragraphs 11&15 apply).
- “I have a disclosable personal interest
in..... (for example) Agenda item
4, Grant aid application by Hexham Youth Initiative
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors’ interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days’ notice must be given for any dispensation request.

HEXHAM TOWN COUNCIL
ACCOUNTS FOR PAYMENT 13 JULY 2020

Payments are authorised by LGA 1972 s14, 144, 145, 214 or 215 or PCA 1957

| Payee | Detail | Amount | VAT | Net | Cheque number | Ref. |
|-------------------------------|--|---------------|------------|------------|----------------------|-------------|
| Safe and Secure 24 | Alarm systems 24 hour monitoring | 15.60 | 2.60 | 13.00 | DD | 7380 |
| HSBC | Bank charges (June) | 12.00 | 0 | 12.00 | DD | 5060 |
| Malthurst Ltd | Diesel (June) | 338.54 | 56.43 | 282.11 | Visa | 7310 |
| EE & T Mobile | Accounts (June) | 39.77 | 6.63 | 33.14 | DD | 5010 |
| Ford Lease | Monthly payment for Transit Tipper | 366.00 | 61.00 | 305.00 | DD | 7315 |
| BNP Paribas Leasing Solutions | Mini Excavator monthly rental | 322.31 | 53.72 | 268.59 | DD | 7315 |
| NCC (wages and PAYE) | June | 12419.41 | 0 | 12419.41 | BACS | 6020 |
| NCC (pension fund) | June | 2404.67 | 0 | 2404.67 | BACS | 6030 |
| NCC (payroll admin fee) | 6 payslips @ £4.167 (June) | 30.00 | 5.00 | 25.00 | BACS | 6020 |
| ITC Service Limited | Monthly PC/laptops maintenance and cloud fees (May/June) | 44.52 | 7.42 | 37.10 | DD | 7830 |
| Opus Energy | Abbey floodlights | 219.53 | 36.59 | 182.94 | DD | 7450 |
| Onecom Limited | Phone and broadband provision | 101.11 | 16.85 | 84.26 | BACS | 5010 |
| Co-op | Milk | 11.00 | 0 | 11.00 | Visa | 6010 |
| Zoom Video Communications | Monthly fee (May/June) | 14.39 | 2.40 | 11.99 | Visa | 5100 |
| Mole Country Stores | Growmore Bucket | 29.98 | 5.00 | 24.98 | Visa | 7120 |
| Elliott Group Ltd | Hire of fencing for skatepark | 278.40 | 46.40 | 232.00 | BACS | 5100 |
| W & M Thompson (Quarries) Ltd | Sand/gravel for headstone repairs | 370.13 | 61.69 | 308.44 | BACS | 7380 |
| Lloyd Ltd | Grasscutter repair | 484.82 | 80.80 | 404.02 | BACS | 7320 |
| Alan Neale Electrical | Cemetery woodland area toilets entry work | 490.79 | 0 | 490.79 | BACS | 7380 |
| Stokoe Rodger LLP | Bookkeeping for quarter ended 31/3/20 | 432.00 | 72.00 | 360.00 | BACS | 6000 |

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|-------------------------------|-------------------------------------|----------|---------|----------|------|------|
| J & J Stanley Ltd | Skip at QB allotments (May) | 300.00 | 50.00 | 250.00 | BACS | 7020 |
| Robson Print Limited | Skatepark notices | 76.80 | 12.80 | 64.00 | BACS | 5100 |
| Elliott Group Ltd | Payment for missing/damaged fencing | 255.60 | 42.60 | 213.00 | BACS | 5100 |
| Playsafety Limited (RoSPA) | Annual play area inspection reports | 825.60 | 137.60 | 688.00 | BACS | 7200 |
| J T Dove Ltd | Cement | 46.92 | 7.82 | 39.10 | BACS | 7380 |
| Ecoffins UK LLP | Bamboo caskets | 2143.20 | 357.20 | 1786.00 | BACS | 7340 |
| Elliott Group Ltd | Fencing collection | 60.00 | 10.00 | 50.00 | BACS | 5100 |
| Coulson Construction Ltd | Supply and haul sand and gravel | 271.03 | 45.17 | 225.86 | BACS | 7380 |
| W & M Thompson (Quarries) Ltd | Red chippings | 128.40 | 21.40 | 107.00 | BACS | 7380 |
| Matthew Charlton | Screws, drill bits | 26.76 | 4.46 | 22.30 | BACS | 7130 |
| Matthew Charlton | Disposable gloves | 12.91 | 2.15 | 10.76 | BACS | 7300 |
| David Dixon Ltd | Grasscutter part | 25.81 | 4.30 | 21.51 | BACS | 7320 |
| David Dixon Ltd | Grasscutter repair | 69.10 | 11.52 | 57.58 | BACS | 7320 |
| David Dixon Ltd | Hearing protectors | 22.39 | 3.73 | 18.66 | BACS | 7300 |
| TOTALS | | 22687.29 | 1225.28 | 21462.01 | | |

HEXHAM TOWN COUNCIL
MAYOR'S ALLOWANCE – ACCOUNTS FOR PAYMENT 13 JULY 2020

| Payee | Detail | Amount | VAT | Net | Cheque number | Ref. |
|--------------|---------------|---------------|------------|------------|----------------------|-------------|
| Balance b/f | | | | 2101.52 | | |
| | | | | | | 5080 |
| Balance fwd | | | | 2101.52 | | |

HEXHAM TOWN COUNCIL – INCOME – JUNE 2020

| Credit from | Detail | Amount | Invoice reference | Date | Ref. |
|----------------------------|------------------|----------------|--------------------------|-------------|-------------|
| Public Sector Deposit Fund | Dividend | 31.65 | | 020620 | 4030 |
| Various | Cemetery charges | 662.00 | HD2018/61a | 020620 | 4010 |
| Various | Cemetery charges | 2020.00 | HDW2020/37 | 020620 | 4010 |
| Various | Cemetery charges | 1235.00 | HD2020/34 | 040620 | 4010 |
| Various | Cemetery charges | 630.00 | HD2020/38 | 190620 | 4010 |
| Various | Cemetery charges | 630.00 | HD2020/40 | 230620 | 4010 |
| TOTAL | | 5208.65 | | | |

HEXHAM TOWN COUNCIL

ANNUAL GOVERNANCE AND ACCOUNTING STATEMENTS

YEAR ENDING 31 MARCH 2020

The Council must approve annual governance and accounting statements for the year ending 31 March 2020 and then submit them to its external auditors, PKF Littlejohn.

Annual Governance Statement 2019/20

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| We acknowledge as the members of Hexham Town Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that: | The statements below mean the Council has: | |
| We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. | Prepared the accounting statements in accordance with the Accounts and Audit Regulations. | Yes |
| We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. | Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge. | Yes |
| We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. | Has only done what it has the legal power to do and has complied with Proper Practices in doing so. | Yes |
| We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. | During the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts. | Yes |

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| <p>We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</p> | <p>Considered and documented the financial and other risks it faces and has dealt with them properly.</p> | <p>Yes</p> |
| <p>We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</p> | <p>Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</p> | <p>Yes</p> |
| <p>We took appropriate action on all matters raised in reports from internal and external audit.</p> | <p>Responded to matters brought to its attention by internal and external audit.</p> | <p>Yes</p> |
| <p>We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate have included them in the accounting statements.</p> | <p>Disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</p> | <p>Yes</p> |
| <p>Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.</p> | <p>The Council is not a sole managing trustee of any local trust or trusts.</p> | <p>N/A</p> |

Annual Accounting Statement

| | Y/E 31/03/19 (£) | Y/E 31/03/20 (£) | |
|---|------------------|------------------|--|
| Balances B/F | 151,665 | 191,372 | Balance at year start |
| + Annual precept | 318,000 | 324,000 | Precept received |
| + Total other receipts | 159,603 | 114,414 | All income less precept |
| [-] Staff costs | 155,098 | 156,189 | All costs for staff |
| [-] Loan interest/capital repayments | 9,903 | 9,903 | Capital & Interest on loans |
| [-] All other payments | 272,895 | 318,093 | Payments less staff and loans |
| = Balance C/F | 191,372 | 145,601 | Balance at year end |
| Note: vat debtor | | | |
| Total cash/short term investments | 178,674 | 132,830 | Bank balances |
| Total fixed assets & long term investments | 1,541,154 | 1,591,849 | Fixed assets (Premises etc.) |
| Total borrowings | 181,129 | 179,318 | Total due PWLB loans |
| Trust funds | None | None | |

The annual accounting statement is certified and signed: *"I, Jane Kevan, RFO, certify that for the year ending 31 March 2020 the accounting statement presents fairly the financial position of the Council and its income and expenditure."*

Annual Internal Audit Report for 2019/20

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| <p>This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation during the financial year ended 31 March 2020.</p> <p>The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.</p> | |
| Internal control objective | Agreed? |
| Appropriate accounting records have been kept properly throughout the financial year. | Yes |
| This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for. | Yes |
| This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. | Yes |
| The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate. | Yes |
| Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for. | Yes |
| Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for. | Yes |
| Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied. | Yes |
| Asset and investments registers were complete and accurate and properly maintained. | Yes |
| Periodic and year-end bank account reconciliations were properly carried out. | Yes |
| Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded. | Yes |
| Trust funds. The Council met its responsibilities as a trustee. | Not applicable |
| Internal Audit carried out by Mark Bradley (Stokoe Rodger and Co.) Signed this 7 th day of July 2020 | |

It is **RECOMMENDED** the above governance statement, annual accounting statement and internal audit report be approved by the Council. No matters have been raised for the Council's attention by the internal auditor in his report.

Jane Kevan, Town Clerk and RFO 7 July 2020

HEXHAM TOWN COUNCIL
13 JULY 2020

Full Proposal from Councillor J Ord

Hexham Town Council should install an easily accessible information board close to the Benson Gates at the Park.

The information board should acknowledge the bravery and outstanding military prowess of Lieutenant Colonel George Benson and the soldiers of the British Empire who died with him in South Africa. The board should also acknowledge the deaths of over 27,000 Boer women and children and the untold number of Black African non-combatants, who died of starvation and disease in the British concentration camps during the campaign.

Other clearly read information boards should be erected to commemorate other Hexham heroes such as Hannah Glasse and W W Gibson as well as those Hexhamshire people who died in the Market Place at the hands of the militia in 1761.

HEXHAM TOWN COUNCIL
DRAFT MINUTES OF COMMITTEE MEETINGS HELD ONLINE IN JUNE 2020

DRAFT MINUTES OF THE TOWN COUNCIL FINANCE & GENERAL PURPOSES
COMMITTEE MEETING HELD ON 2 JUNE 2020

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| 699. | PRESENT: Councillors R Hull, S Ball, C R Homer, T Cessford, J M Graham, T G E Gillanders and T Pearson. |
| 700. | CHAIRMAN: It was AGREED that Councillor R Hull be re-elected Committee Chairman. |
| 701. | COMMITTEE MEMBERS: It was NOTED the 2020/21 Committee members are Councillors R Hull, S Ball, T G E Gillanders, T Pearson, J Ord, J M Graham, T Cessford, C R Homer and T Dodds. |
| 702. | APOLOGIES FOR ABSENCE were received from Councillors T Dodds and J Ord. |
| 703. | MINUTES of the meeting held on 4 May 2020, having been circulated, were AGREED. |
| 704. | MATTERS ARISING: a) BUDGETS CARRIED FORWARD (minute 691 and action log refers). It was noted that these had been agreed by Full Council in May. b) BUSINESS CONTINUITY PLAN (minute 692 and action log refers). It was noted this will be considered by Full Council on 8 June. A quote for a full IT onsite and offsite backup was also considered. It was AGREED that further research on options was needed. |
| 705. | DECLARATIONS OF INTEREST: There were no declarations of interest. |
| 706. | FINANCIAL REPORT: The bank statement and account reconciliation together with the 2020/21 budget report to 30 April 2020 were received and accepted. Copies are attached to the minutes. |
| 707. | HEXHAM HIGH STREETS HERITAGE ACTION ZONE: A scheme overview circulated to all Town Councillors earlier that day was NOTED. |
| 708. | HEXHAM ABBEY EVENT: It was NOTED that the Festival of Flame is planned to be repeated this year, to follow the Christmas lights switch-on. |
| 709. | PROJECTION OF SOLIDARITY: An offer from a projections company to display messages and images on buildings in Hexham was considered. It was AGREED not to pursue this. |
| 710. | SMALL BUSINESS GRANT FUND: It was noted that the County Council had advised the Town Council may be eligible for a Government grant put in place in response to Covid-19 as the Cemetery has a rateable value of less than |

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| | £15000.00. It was AGREED not to pursue a grant as Town Council income has not been affected by the pandemic. |
| 711. | NEXT MEETING: It was AGREED that the next Committee meeting will be held at 6.30pm on Tuesday 21 July 2020. |

Action Log

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| Check the national agreement and re-refer staff salaries to the Committee once agreed (minute 659) | Clerk |
| Further research IT Backup options (minute 704b) | Clerk |
| List consideration of a report from HCP in August 2020 (minute 696) | Clerk |

**DRAFT MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE
COMMITTEE MEETING HELD ON 22 JUNE 2020**

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| 1384. | PRESENT: Councillor T G E Gillanders in the chair and Councillors C Hanley, J Ord and J V R Hare. |
| 1385. | APOLOGIES FOR ABSENCE: Apologies were received from Councillors Hull and Ball. |
| 1386. | MINUTES of the Committee meeting held 22 May 2020, having been circulated, were AGREED. |
| 1387. | MATTERS ARISING: It was NOTED that the Clerk will contact NCC and Karbon Homes about the use of glyphosate, following the agreement by Full Council on 8 June. It was further NOTED that a new formulation of Roundup does not contain glyphosate. |
| 1388. | DECLARATIONS OF INTEREST: There were no declarations of interest. |
| 1389. | PLANNING APPLICATIONS: It was AGREED there were no objections to, or comments on, the applications received in accordance with the list circulated and attached to the agenda or to application 20/01832/PRUTPO (Hillside Road) which was also considered as an urgent response was requested. |
| 1390. | ELECTRICITY CONTRACTS: It was AGREED to defer consideration of this matter to the next meeting, in order to be able to compare the current annual charges and the annual charges for the prices received from the different energy consultants. |
| 1391. | HEXHAM AND DISTRICT BEEKEEPERS ASSOCIATION: A request from the Association was considered. It was AGREED, with regret, that the Town Council is unable to help. |
| 1392. | PROPOSED CYCLE ROUTE BETWEEN HEXHAM AND ACOMB: It was AGREED to support this, pending viable plans being received in due course. |
| 1393. | GREEN SPACES, LOW BRANCHES AND PAVEMENT REPAIRS: Concerns regarding these issues were noted and it was AGREED to write to NCC about them. |
| 1394. | BURIAL FEES: A request from a previous Hexham resident to pay burial fees in advance installments was considered. It was AGREED, as there are alternatives such as saving plans, not to offer this. |
| 1395. | ALLOTMENTS: The provision of further allotments was considered. It was AGREED to approach landowners by the existing allotments at Quatre Bras to see if there is any possibility of purchasing land there. |
| 1396. | SUSTAINABILITY PLAN UPDATE: It was AGREED to list this on the next agenda. |

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| 1397. | WEST ROAD WILDFLOWER VERGE: It was AGREED to confirm the collection of the hay crop with a local farmer. |
| 1398. | NEXT MEETING: It was AGREED that the date of the next online Committee meeting is to be confirmed. |

Action Log

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| Pursue more quotes re heating the Chapel and electrical supply and vehicle charging points (minute 1347a) | Clerk |
| Further research tractor options (minute 1347b) | Operations Manager/ Clerk |
| Contact NCC and Karbon Homes regarding use of glyphosate (minute 1387) | Clerk |
| List electricity contracts on the next agenda, with comparisons of the current annual charges and those quoted for (minute 1390) | Clerk |
| Advise the Beekeepers Association (minute 1391) | Clerk |
| Contact NCC re green spaces, low branches and pavement issues (minute 1393) | Clerk |
| Respond to the burial fees enquiry (minute 1394) | Clerk |
| Contact QB neighbours re possible land purchase (minute 1395) | Clerk |
| List sustainability plan update on the next agenda (minute 1396) | Clerk |
| Confirm crop collection (minute 1397) | Admin Officer |