

Parish Councillors are hereby summoned to a meeting of Neasham Parish Council on Tuesday 6 May 2025, 6:30PM, in Neasham Reading Room to transact the business listed in the agenda below.

Members of the public are entitled to attend Parish Council Meetings as a non-participating attendee (unless confidential matters are under discussion) but may speak only at the invitation of the Chair. Those wishing to speak on any matter during the meeting must give written notice giving brief details to the Clerk or Chair at least two days prior to the meeting.

AGENDA

AGENDA (ANNUAL MEETING).

1. Chair's welcome and apologies for absence.
2. Confirmation that the Minutes of the last Annual Meeting held 9 May 2024 had been confirmed as a correct record at the subsequent meeting held 4 June 2024.
3. Chair`s Report.
4. Any questions.
5. Election of Chair for 2025/2026.
6. Election of Vice Chair for 2025/2026.
7. Other appointments to support the Chair in effective management for 2025/2026.
 - Asset Management Overseer.
 - Business Management Overseer.
 - Risk Management Overseer.
8. Date of next Annual Meeting (Provisionally set at Tuesday 5 May 2026).

AGENDA (ORDINARY MEETING).

1. Chair's welcome and apologies for absence.
2. Declarations of interest in items on the agenda.
3. Approval of the minutes of the ordinary meeting held on 1 April 2025, as previously circulated.

4. Clarification on the process for Neasham PC providing grants/contributions towards future village events.

5. Administration Matters

- Members to confirm that their Declarable Interests are the same as Declared in 2024 and update those published if their circumstances have changed.
- Review of the Standing Orders and Financial Regulations following the issue of revised copies of the documents by NALC.

6. PACT Meeting.

Feedback on the PACT meeting on 23 April at Middleton SG.

7. Roads and footpaths.

- Update on request by residents at Dinsdale Park that measures, including white lining, improved signage and installation of a traffic mirror, requested to be carried out to improve safety.
- Additional request from resident at Dinsdale Park that the landowner opposite the entrance to be instructed to cut back the hedge to improve visibility at the bends.

8. Environment Agency Matters.

- The Agency have completed their work in the Kent Beck area, but have further work later in the year.
- The Agency wish to liaise with those residents of affected dwellings in Teesway on the clearing of overgrown vegetation to the flood bank at the rear of the dwellings, which affects the stability.

9. Village Green.

- Report on existing garden areas and any proposed works.
- Purchase of plants and manure, planting up and maintenance (including costings).
- Final preparations for VE Day 80 anniversary celebrations on 8 May including refreshments in Reading Room. "Tommy" already in position, volunteers wanted for fixing bunting etc.
- Update on Reading Room "Duck Derby" event on the village green on 21 June.
- Updating of Land Registry records in respect of the village green.
- Order placed with Rustic Stone for memorial stone as agreed at the previous meeting. It is intended that the memorial will be unveiled on 20 May, subject to delivery.

- Tees River Trust are planning to carry out spraying of invasive species on 30 April.
- Letter from Rev Anthony Smith querying consultations on the installation of a new noticeboard by the parish council at St John's Church at Low Dinsdale.
- M Hannaford has collected the documents for the defibrillator and will continue the inspections.

10. Planning.

- Applications received since last meeting:-
25/00350/PA Prior Approval Application for change of use of an existing agricultural building into 2 dwellings with associated works at Hunger Hill Farm, Brass Castle, Neasham Road.
- Decisions posted since last meeting: -
None.

11. Risk Management.

- Scheduled Inspections due in May –Inspection of Electric prior to Duck Derby, Village Green Inspection completed 25/03/25.
- Three defects identified on the Village Green Inspection Report require attention.
- Testing of power supply to village green junction box, lighting column and cabling.
- The All-Risks Checklist has been circulated for approval.

12. Finance.

- Previously approved payments made in April:- Wilkinsons £28.80 (Spring bulbs), Clerk £20.00 (Travel contribution), Rustic Stone £792.00 (J Weighell Memorial).
- Following a further letter of complaint to NS&I regarding change of address and signatories, a letter has been received (24/04/25) confirming the changes have been actioned, 6 Months after the initial request. The members may wish to consider closing the account and open a new account with an alternative bank.
- The balance in the current account at 31 March 2025 was £13,041.07 less unbanked cheque £130.37, savings account £7,330.15 giving total funds of £20,240.85.
- The Precept for 2025/6 in the sum of £11,000.00 has been credited to the current account.
- The accounts have been submitted to the auditor and have now been returned. It is anticipated that that the Internal Audit Certificate will be received prior the meeting.

- As neither the gross income or expenditure exceeds £25,000, we are entitled to declare ourselves exempt from a limited assurance review (external audit). The Certificate of Exemption is presented for agreement and the minute book reference recorded.
- The 2025/6 Annual Governance and Accountability Return is to be presented for approval and signing off (subject to receipt of audit document).
- It is proposed that the dates for the 30 day period of the Exercise of Public Right to Inspection of the accounts commence on 9 June and end 18 July, subject to the signing off of the AGAR.

13. Ward Councillor Matters.

Reports from Ward Councillors.

14. Correspondence (as circulated in April).

- Various emails from NALC regarding Chief Executive's Bulletin (03/04, 05/04, 10/04, 24/04), Events Newsletter (04/04, 11/04, 18/04, 22/04).
- Email from RECCC (16/04) – Cyber Threat March Updates.

15. Other Village Matters.

- Members are reminded that the parish assembly will be held in the Reading Room on Tuesday 20 May 2025 with an informal format. It is hoped that the J Weighell Memorial stone will be unveiled on the same date, subject to the supplier being able to deliver on schedule.
- Any other matter that members may wish to raise that does not require proposal of a formal motion.

16. Date of the next ordinary Parish Meeting is Tuesday 3 June 2025.