

HARTBURN PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
WEDNESDAY 3RD JUNE 2026
AT 6.00 PM AT ST ANDREWS CHURCH, HARTBURN

Present:

Councillors: J Potterton
G Robson
R Howard
T Garnick

Clerk: D Smith

Apologies: E Coe
J Boswell

One member of the public was also present.

14/26 Chairman's Announcements
The Chairman welcomed everyone present.

15/26 Declarations of Interest
There were no declarations on this occasion.

16/26 Public Participation Time
There were no questions on this occasion.

17/26 County Councillor Update
There was no update on this occasion.

18/26 Minutes of the Annual Meeting held on 6th May 2026
Members were asked to approve the above minutes.

RESOLVED

That the above minutes, copies of which have been circulated to each member, be approved and signed as a correct record by the Chairman.


27.8.26

19/26 Matters Arising from Previous Council Meetings

There were no matters arising on this occasion.

20/26 Town and Country Planning Act 1990

There were no applications to consider on this occasion.

21/26 Financial Matters

a. Year End Accounts for 2025/26

Members were requested to scrutinise and approve the following documents in relation to the Annual Governance and Accountability Return (AGAR) 2025/26.

- (i) Annual Internal Audit Report
- (ii) Section 1 – Annual Governance Statement
- (iii) Draft Accounts for 2025/26
- (iv) Section 2 – Accounting Statement and Explanation of Variances
- (v) Certificate of Exemption

RESOLVED

Members approved all the above documents.

b. Insurance

Members are asked to approve the payment of £491.94 to Gallagher Insurance for the 2026/27 insurance cover.

RESOLVED

Members approved the above payment.

c. Payments & Receipts

Members are provided with a payments list and budgetary control report up to 26th May 2026.

RESOLVED

Information duly noted.

22/26

Highways

(i) Mitford Road Closure

Members were advised it looks like the road works at Mitford Road are on target.

RESOLVED

Information duly noted.

(ii) Any Other Highways Issues

Councillor Garnick advised members that the local bus service has been extended for one year.

RESOLVED

Information duly noted.

23/26

Village Clock

Members were advised that the residents has suggested the clock to be left in place (even though not working), and the ownership of it to be transferred to the residents and the licence agreement terminated. This would save the parish council the cost of its removal and of any works to make any resulting damage good.

RESOLVED

Members agreed the resident's request. The Clerk will email the residents and ask for confirmation.

24/26

Defibrillator – Hartburn Village

Members were advised that an electrician has visited the site and removed the fuse. He is now looking for a replacement fuse and transformer.

RESOLVED

Information duly noted.

25/26

Grant Funding

Members were asked to consider a donation to the Northumberland Citizens Advice.

RESOLVED

To approve a donation of £100.

26/26 Any Other Urgent Business

There was no other urgent business on this occasion.

27/26 Dates of Next Meeting

The next meeting will take place on Thursday 27th August 2026 at 6pm
in St Andrew's Church, Hartburn.

The meeting concluded at 6.50pm.