



## Longhoughton Parish Council

Email: parishclerk@hotmail.com W: northumberlandparishes.uk/longhoughton  
Neighbourhood Plan: longhoughtonndp.co.uk

You are cordially invited to attend the Monthly Meeting of the Parish Council  
on **Monday 15 July 2024 at 7.30pm**  
at **Boulmer Village Hall**

Prior to the start of the meeting, the public are welcome to question Councillors for 15 minutes.

### Monthly Parish Council Meeting

1. **Apologies for Absence**
2. **Minutes of the Meeting held on Monday 17 June 2024**
3. **Actions from Last Minutes**
4. **Declarations of Interest**
5. **County Councillor Wendy Pattison - Northumberland County Council Update**
6. **Inspections:** Longhoughton Playing Field/Access Footpath
7. **Matters Arising:**
  - a) Chair's Matters Arising Paper
  - b) PC Fixed Asset Check
  - c) PC Policies & Procedures Review.
  - d) For review in July: Code of Conduct / Complaints Procedure / Communications & Consultations Policy / Document Retention Schedule / Planning Application Procedure & Guidance / Publication Scheme / Risk Assessment / Standing Orders  
For review in September: Data Consent Form / Data Protection Policy / Disciplinary Procedure / Freedom of Information / General Privacy Notice / Grievance Procedure / Info Technology Usage  
Small Grants Policy
  - e) NCC – Code of Conduct and Pledge from NALC – Civility & Respect
8. **Reports for Discussion:**
  - a) Neighbourhood Plan Update
  - b) Longhoughton Update
  - c) Boulmer Update
  - d) Howick Update
9. **Correspondence:**
  - a) N'land Estates – Boulmer Car Park
  - b) NALC ENews July 2024
  - c) NCC – Polling District and Polling Places Statutory Review
  - d) Alnwick Harriers – Northumberland Coastal Run – 21 July 2014
  - e) Julie Smibert – Request for One Day's Property Access onto Longhoughton Playing Field
10. **Parish Financial Matters:**
  - a) A1 Trophies (Summer Fete) - £92.50 - PAID
  - b) A1 Bounce (Summer Fete Bouncy Castle) - £1,500 - PAID
  - c) A1 Bounce (Summer Fete Coconut Shy) - £99.00 - PAID
  - d) Alexa's Canine Trust (Donation to Summer Fete Rosettes) - £30.00 - PAID
  - e) CBS World (Summer Fete Printing) - £14.40 - PAID
  - f) Stewart Barrett (Coconuts and Sweets for Summer Fete) - £69.34 - PAID
  - g) Clerk (July & August Wage) - £894
  - h) HMRC (PAYE) - £420.80
  - i) Howick Village Hall (Annual Insurance) - £972.43
  - j) LCSCCT (AMG Prescriptions – June room hire) - £64.00
  - k) DFO (Allotment Car Park Rent) - £24.00
  - l) Northumberland Accountants (Payroll) - £66.00
11. **Plans:** None received
12. **Matters for Information/Next Agenda**
13. **Date of Next Meeting:** No August meeting. 7.30pm - Monday **23 Sept** – LCSCCT Westfield Park

Signed:

Elizabeth Taylor, Parish Clerk

Date: 8 July 2024

For copies of agendas, minutes and other documentation relating to Longhoughton Parish Council,  
please visit our website: <https://northumberlandparishes.uk/longhoughton>