



The Special & Monthly Meeting of the Parish Council was held this evening at Westfield Park at 7.00pm.

Present: Cllrs Hinchcliffe (AH) (Chair), Barras (JB), Bradshaw (CB), Ellis (BE) and Green (CG),

In attendance: County Councillor Wendy Pattison (WP) (7.40pm) and Elizabeth Taylor, Clerk (ET)

Abbreviations Used in Minutes:

PC – Parish Council; NP - Neighbourhood Plan; NCC – N’land County Council;
LCVL – Longhoughton Community Ventures Ltd; LTP – Local Transport Plan; NE – N’land Estates
LC&SCT – Longhoughton Community & Sports Centre; LAA – Longhoughton Allotment Association;
NALC – N’land Association of Local Councils; CAN – Community Action N’land; AONB – Area of
Outstanding Natural Beauty; TTRO - Temporary Traffic Regulation Order ; UCR Unclassified Road.

<u>Special Meeting Agenda</u>		
<u>Nomination of Freedom of the Parish of Longhoughton to Eleanor Phillips</u>		
<u>Minutes</u>		<u>Action</u>
1.	Policy for Granting of the Honorary Freedom of the Parish: AH referred to the policy adopted at the June meeting of the PC.	
2.	Nomination to confer the Freedom of the Parish of Longhoughton to Eleanor Phillips.	
3.	Questions/Representations from Members of the Public: there were no members of the press/public in attendance but AH read out 3 comments from local residents who were in favour of the nomination.	
4.	The Press/Public were to be excluded for this part of the procedure but none were present. The Motion to confer the title Honorary Freewoman of the Parish of Longhoughton to Eleanor Phillips was discussed by the Parish Council. Councillors considered that Eleanor Phillips had given extensive and outstanding service to the community in a number of voluntary roles and can be demonstrably seen to stand head and shoulders above the contributions made by most other people.	
5.	Press/Public, if any were in attendance, would have then been invited to return. A Resolution to confer the Freedom of the Parish of Longhoughton to Eleanor Phillips was proposed by CG in recognition of her voluntary contribution to the Parish over the last 8 years as Chair and Vice Chair of Longhoughton Parish Council, Chair Trustee/Director and Booking Manager of LC&SCT, Joint Editor of the Parish Newsletter, creation of a Warm Hub at LC&SCT, organisation of litter picks, care for the vulnerable and elderly during Covid and Storm Arwen and many other activities aimed at helping people and developing the community. This Resolution was 2 nd by JB. A vote took place and four Councillors were in favour with one abstention. The Resolution to pass Freedom of the Parish of Longhoughton to Eleanor Phillips was passed by the Parish Council.	
6.	Date for the Presentation Ceremony: AH advised Stephen Rickitt at NALC had confirmed the precept could be spent on an event to celebrate and recognise the award and also a scroll to commemorate the award (scroll cost circa £85 + delivery and VAT). AH to discuss and liaise with Eleanor Phillips on a date.	AH

7.15pm Special Meeting Ends

<u>Monthly Parish Meeting</u>		
<u>Minutes</u>		<u>Action</u>
Members of the Public - Questions: there were no member of the public present.		
1.	Apologies for Absence: Cllrs Bromley (Vice Chair) (PB), Hindson (DH), Middlemist (KM), Thomas (CT) and Aimee Passmore (RAF Representative).	
2.	Approval of the Minutes of the Meeting held on Monday 20 June 2022. The minutes were approved as a correct record.	

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<p>3.</p>	<p>Actions from Last Minutes (unless an agenda item)</p> <p>Litter Bins: ET confirmed 2 x Topsy 2000 litter bins had been ordered and delivered from Glasdon and that Martin Duddy at NCC had confirmed and agreed to: remove the dog poo bin from Quarry Lane, Longhoughton and install on Boulmer Road – it was agreed the best location would be by the entrance to the new campsite. He had also agreed to install a new Topsy 2000 litter bin at AH’s proposed new location on Quarry Lane footpath and also remove the damaged bin and install the 2nd Topsy 2000 litter bin on the coastal track north of Boulmer near Cortico. ET to organise with NCC and NCC to invoice for the removal/installation works accordingly.</p> <p>Defibrillator: DH advised still no contact yet from LC&SCT about volunteering to carry out checks on the defibrillator located at LC&SCT. DH/AH to liaise to progress. JB suggested any future defibrillator training for LC&SCT could incorporate organisers from The Pastures Park Run. AH noted this request.</p> <p>Acceptance of Office Forms: Forms were still outstanding from DH, KM, CB and PB.</p> <p>NCC Request to Move Litter Bin outside Running Fox: AH advised The Running Fox had installed their own bins so both parties appeared happy with the new situation.</p> <p>Longhoughton Paths/Walking Group - RoW bridge over Stamford Burn: ET confirmed contact with NCC Footpaths Officer Philip Bradley had been made to request safe crossing for walkers over Stamford Burn on PROW 124/019 at Littlemill. This request had been acknowledged and would be investigated when possible.</p> <p>Request for Horse Signs in Longhoughton: Postponed as KM not present.</p> <p>School Green Plaque: Thanks were expressed to CT who had reinstated the plaque.</p> <p>North of Boulmer: ET confirmed the 2 fallen ‘no camping’ signs, rotten stobs and ragwort had all been reported to N’land Estates and acknowledged.</p>	<p>ET</p> <p>DH/KM/ CB/PB</p>
<p>4.</p>	<p>Declarations of Interest: none</p>	
<p>5.</p>	<p>County Councillor Wendy Pattison – Northumberland County Council Update WP had circulated a report prior to the meeting.</p>	
<p>6.</p>	<p>Inspections - Longhoughton Playing Field/Footpath: No issues flagged/reported.</p>	
<p>7.</p>	<p>Matters Arising</p> <p>a) Chairs Update</p> <p>Transport and Parking Strategy for the AONB: AONB commissioned Martin Higgitt Associates to undertake a full review of transport and parking in the AONB. Part 1 of their Report is now available and had been previously circulated to the PC. Part 2 will cover the issues that were raised at the June PC meeting ie. A sustainable transport strategy and the need for greater dependence on rail and bus services to encourage less use of motor vehicles. The Martin Higgitt Part 2 report is going to be very comprehensive and will look at locations within the AONB such as Boulmer, Low Steads, etc. and make recommendations and then there will be opportunities for PCs (in the AONB) to contribute to it. AH recommended that in view of this, there is no point in setting up a meeting in the coming months with NCC when Martin Higgitt Associates are going to cover the same ground. AH advised NCC would also be reviewing their strategies in light of this report. BE enquired if there would be money available to carry out the recommendations?</p> <p>Bus and Rail Services – Local Connection or missing services: Following the June PC meeting, AH had circulated a review of the problems with local bus and rail services and the lack of joined up connectivity. AH asked the PC to review the issues raised so that a comprehensive report could be issued to NCC transport officers to investigate. AH advised the issues raised would be discussed at a 9 Parishes meeting WP had organised on 13/9/22. JB flagged rail/bus connectivity</p>	

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	<p>isn't just a seasonal issue for tourists but a year-round issue for locals. BE flagged that an integrated timetabling system needed to be introduced and raised concern this was an age-old issue.</p> <p>CB mentioned the newly established coastal bus and how residents and locals needed to use it or lose it. JB enquired if the coastal bus service could be more widely publicised via the PC noticeboards, Facebook, website?</p> <p>Boulmer Car Park: WP advised the pre-app had been submitted at the end of June 2022 and it was anticipated a planning application would be submitted in July 2022.</p> <p>Electric Charging Points Locations: AH advised LC&SCT is working with CAN and the Rural Design Centre on a scheme covering 19 community buildings to fit solar-panels on the roof to generate electricity. The electricity will be run into batteries and be used for own consumption as well as selling any surplus to the market. This is a huge scheme which is now at the second feasibility stage. One of the outputs may be to electric charging points on the site and therefore AH recommended any electric charging points should be located in the car park at LC&SCT. This was agreed. JB enquired if RAF Boulmer and RAF buildings should have electric charging points too? AH to raise at the next meeting with the RAF.</p> <p>Longhoughton Quarry Liaison Group: AH reported that the death of David Purvis has further delayed the setting up of this group. Mrs Romaine Barclay-Kim has put her name forward as a member of the Group. The Chair represented the PC at the funeral of David Purvis on 1/7/22.</p> <p>Damage to seat at School Green: The seat was damaged recently by a vehicle driving into the adjacent planter. The incident was observed by a neighbour but we have no vehicle number and no-one has come forward to admit the damage. The seat was a high quality seat produced by Glasdon and cost £1,120.37 a few months ago. Options going forward: the seat can be repaired by the addition of a new cast iron end, Glasdon have quoted £287.79 for this part and an approximate quote of £48 has been received for fitting the end and bolting down. Or, a claim can be made via the insurance to cover the cost of a replacement bench less £250 excess. There will be the additional cost of fitting. Alternatively, Gill Bromley has suggested the PC consider installation of a wooden bench in similar design to the new planters. It was unanimously agreed to make a claim on the insurance and replace the bench like for like. ET to progress.</p> <p>Queen's Platinum Jubilee Celebrations: AH and ET have reconciled the income and expenditure for this event. The budget was £3,500 (LPC £3,000 and NCC £500). The budget was spent in full with a very small overspend.</p> <p>Meeting with RAF Boulmer: AH/PB had held a productive meeting with RAF Boulmer over relationships between PC/RAF Boulmer and working together. Going forward there could be 2 levels of representation: local level with an RAF representative continuing to attend PC meetings and a higher level meetings to discuss more key/strategic issues and overview. There may also be the possibility of RAF officers getting more involved in appropriate PC projects.</p> <p>Armed Forces Covenant: AH advised the signing of the Armed Forces Covenant is likely to take place at RAF Boulmer on either 2/8/22 or 4/8/22.</p> <p>Planning Issue: AH advised an amendment to the planning application at Seaton Point had been missed because NCC don't consult PCs on DISCON applications. ET advised this is a national policy that NCC are implementing rather than NCC not following procedure. AH advised there were 2 options: a representative from the PC to review all planning applications on a weekly basis or NCC had suggested the PC could elect to be consulted on all planning applications including DISCON and VARYCO. It was agreed this would be the best way forward and ET to contact NCC accordingly. A review on the admin burden of this to be reviewed after 1 year.</p>	<p>AH/DH</p> <p>AH</p> <p>ET</p> <p>ET</p>
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	<p>Other Issues: AH referred to the following recent complaints from residents: Madeline Frater: visibility when turning right at the Boulmer Road junction with North End – this is an ongoing problem where there is a disagreement between NCC and the private resident over who owns the overgrown foliage/trees. ET suggested this is added as an LTP priority to be resolved. Ian Davison: the shrubs and trees promised by Story Homes on Chancel Place in front of the Church yard. WP advised a planning application to plant the trees had been submitted so action was being taken and progress made. Ian Davison: the unkempt nature of RAF housing and gardens on Portal Court. JB advised this may be an issue with the new maintenance contractor taking over and would flag with RAF Boulmer as this is not a PC issue. Joan Ford: – Ragwort on Chancel Place railway embankment and next to the footpath. If it is on a public footpath it needs to be reported to NCC. If it's on private land, it needs reported to the Landlord either National Rail or N'land Estates. Deb Swift: Southend planning issues (PB has answered the queries) and noise from the campsite – complainant to be referred to NCC to complain about noise. RAF Boulmer: overgrown hedges and safety of pedestrians using the Boulmer Road footpath. RAF Boulmer had been referred to NCC to complain and AH would also get in touch with private households to ask them to cut back their hedges. BE also flagged the dead Beech tree on Boulmer Road. This should be flagged with NCC if it poses a health and safety issue to road users.</p> <p>b) NCC 2023/24 LTP Programme – Top 3 Priorities A paper had been previously circulated by PB. It was agreed to submit the PC's top 3 priorities as follows:</p> <table border="1" data-bbox="256 1025 1257 1442"> <thead> <tr> <th>Proposal</th> <th>Key impact</th> <th>Comments/Detail</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">PRIORITY 1</td> </tr> <tr> <td>Gateway treatment of highways and entrances to the village of Longhoughton and junction treatment</td> <td>Safety; context of village planning</td> <td>Three key entrances to the village require work. Main junction in centre of village requires work to improve footway safety in context of much increased traffic. Junction of Springfield and Boulmer Road</td> </tr> <tr> <td colspan="3" style="text-align: center;">PRIORITY 2</td> </tr> <tr> <td>Parking and traffic improvements to Longhoughton, with a particular focus on the area around the school and the Running Fox (Lacey Street/Crowlea Road/B1339 in centre of village)</td> <td>Safety; sustainable movement; economy</td> <td>This is a key area and will contribute to the wider AONB review of traffic along the coast. The parking problems around Lacey Street and the school are critical and dangerous.</td> </tr> <tr> <td colspan="3" style="text-align: center;">PRIORITY 3</td> </tr> <tr> <td>Footway improvement between Boulmer village and Longhoughton village.</td> <td>Safety; tourism; sustainable movement;</td> <td>With increased visitors and in personnel at RAF Boulmer, this footway is not fit for purpose and is regularly cited as dangerous. The RAF has recently put in an H&S concern.</td> </tr> </tbody> </table> <p>c) AONB Partnership Meeting - 29/6/22: The minutes of the AONB Partnership meeting held on 29/6/22 had been previously circulated. AH flagged the Coastlands Project and would circulate a briefing note to the PC. This project will be of particular interest to Longhoughton, Lesbury, Alnmouth and Warkworth Parish Councils. In addition, AH flagged that Northern Power Grid are making funding to underground overhead cables. The AONB officers will be in touch with PCs looking for appropriate locations.</p>	Proposal	Key impact	Comments/Detail	PRIORITY 1			Gateway treatment of highways and entrances to the village of Longhoughton and junction treatment	Safety; context of village planning	Three key entrances to the village require work. Main junction in centre of village requires work to improve footway safety in context of much increased traffic. Junction of Springfield and Boulmer Road	PRIORITY 2			Parking and traffic improvements to Longhoughton, with a particular focus on the area around the school and the Running Fox (Lacey Street/Crowlea Road/B1339 in centre of village)	Safety; sustainable movement; economy	This is a key area and will contribute to the wider AONB review of traffic along the coast. The parking problems around Lacey Street and the school are critical and dangerous.	PRIORITY 3			Footway improvement between Boulmer village and Longhoughton village.	Safety; tourism; sustainable movement;	With increased visitors and in personnel at RAF Boulmer, this footway is not fit for purpose and is regularly cited as dangerous. The RAF has recently put in an H&S concern.	<p>ET</p> <p>AH</p>
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<p>8. Reports for Discussion</p>	<p>All reports had been previously circulated by AH/PB.</p> <p>a) Parish 4 Year Plan: BE requested an updated plan was circulated.</p> <p>b) NP Update: The final version of the Master Plan had just been received from AECOM and was yet to be reviewed by the Steering Group. Update to follow.</p> <p>c) Longhoughton Update: Howick Burn Permissive Route and New Bridge: The Farming in Protected Landscape Scheme (FiPL) grant has been agreed for the bridge and route around the Howick Burn. The award is for £22,000 to cover the bridge, clearance works, a</p>	<p>AH</p>																					

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	<p>leaflet and gates/stiles etc. A full on-site meeting with all those involved is to be organised to ensure access, resources and timing is fully co-ordinated with the scheme going in during the Autumn. AH confirmed the grant would cover the possible increased works costs as flagged as a potential by PB at a previous meeting. AH also advised the funding and payment for works would be processed via the PC. ET flagged this would take the PC over the £25k income threshold for external audit meaning additional costs of circa £250 for the external audit plus administration costs to process that would need to be factored into the project costs or the PC would need to agree to cover as their contribution to the project. AH also advised the £22k works would need to be fully funded by the PC before the grant was received. ET advised the PC would need to agree to the process to fully fund the project before any grant money was received. ET to also send AH the current bank balance to ensure there were enough funds to cover this.</p> <p>Traffic Review: AONB advise a study will be available to see by the end of August.</p> <p>Lacy Street CCTV: WP advised the CCTV system should be installed imminently.</p> <p>d) Boulmer Update:</p> <p>Dead Sea Birds: The arrangements set up by DEFRA and NCC to pick up the dead sea birds are not working as too many birds need picking up. WP advised NCC were working hard to find a solution.</p> <p>Boulmer Meadow: AH advised the Meadow will be cut on 12/9/22. A farmer has been arranged to take the bales. Confirmation from Howick Estates that they will bale the cut grass is pending.</p> <p>Ragwort Pulling: took place in Boulmer on Saturday 16/7/22. 12 residents present.</p> <p>Replacement Stobs: The PC had agreed to purchase replacement stobs at the April 2022 meeting. However, AH suggested the PC apply to Farming in Protected Landscape Scheme (FiPL) to help fund the required 70-80 stobs, which could cost circa £3k. Ah to liaise with AONB about an application for funding.</p> <p>e) Howick Updates: No updates.</p> <p>f) Climate Change Project Update: This group last met in 2019 but Covid then prevented further meetings. AH asked if any PC member would like to volunteer to Chair this group and take it forward. Anyone interested to contact AH.</p> <p>g) Green Routes Update: The Coastlands Bid to the National Lottery is being compiled by AONB. This bid includes some of the work to the PC's Greenroutes strategy. The bid for Phase 1 funding will be in place by the end of July/early August. The PC will be kept up to date on progress.</p>	<p>PB</p> <p>ET/AH</p> <p>AH</p>
<p>9.</p>	<p>Correspondence</p> <p>a) NCC – AONB Coastlands Project – noted and discussed in 7c) above</p> <p>b) NALC Enews/Member Update 30 June, 7 & 8 July 2022 - noted</p> <p>c) Alnwick Harriers – Northumberland Coastal Run – 24 July 2022 - noted</p>	
<p>10.</p>	<p>Parish Financial Matters:</p> <p>a) Howick Village Hall (Insurance) - £654.54 - agreed</p> <p>b) Adrian Hinchcliffe (Replacement Manhole Cover - Queen's Jubilee) - £80 - agreed</p>	
<p>11.</p>	<p>Plans:</p> <p>a) 22/02314/FUL – Construction of detached 2 bedroom dwelling with integral garage - 54 North End, Longhoughton, NE66 3JP – no objections</p>	
<p>12.</p>	<p>Matters for Information/Next Agenda:</p>	
<p>13.</p>	<p>Date of Next Meeting: 7.30pm – Monday 19 September – Howick Village Hall</p>	<p>ALL</p>

9.25pm the meeting ended.

Chairman: _____ Date: _____