



The Monthly Parish Council Meeting of Longhoughton Parish Council was held this evening at LC&SCT Westfield Park at 7.30pm.

Present: Cllrs Cllr Hinchcliffe (AH) (Chair), Bromley (Vice Chair) (PB), Barras (JB), Green (CG), McEwen (PM) and Thomas (CT).

In attendance: County Cllr Wendy Pattison (WP), Laura Rowberry (LR) (RAF Representative), Tom Deedigan, Alnwick Lions (item 2), Elizabeth Taylor, Clerk (ET) and 4 members of the public.

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>Monthly Parish Council Meeting</u>	
<u>Minutes</u>	<u>Action</u>
<p>Members of the Public - Questions:</p> <p>Chancel Place Tree Screening: Ian Davison enquired when the promised trees to screen the church yard from the Chancel Place development would be planted as per the planning application conditions as the window of opportunity to plant (Nov-Dec) would soon pass again for another year. AH/PB confirmed the PC understood NCC Planning Enforcement had this in hand with Storey Homes. WP suggested the PC contact Abbie Nendick the new Head of Planning Enforcement at NCC to get clarity on action being undertaken. ET encouraged all residents to contact NCC about the need for the planting to be carried out asap to avoid another year lost to add weight to the urgency about apparent apathy towards completing the required condition. AH advised this was in line with NCC advice: at the recent meeting with Rob Murfin, Director of Planning when questioned about how to impose planning conditions, the advice had been to keep contacting NCC. It was noted the ground to the east of the house in Chanel Place had recently been scarified in readiness to plant wildflowers (another planning condition) so the PC was hopeful the tree planting would be completed too.</p> <p>Zebra Crossing – Longhoughton: Debbie Burton advised she had been speaking with local residents and feedback received to bring to the PC was the lack of a Zebra Crossing in Longhoughton near the Co-Op. PB advised this had been discussed at length when NCC Highways reviewed the problem of speeding and had recommended the 20mph scheme through the village. The guidance from NCC Highways had been there wasn’t one focal point where pedestrians needed to cross the road and therefore there wasn’t a suitable single place and so Highways had not recommended installation of a Zebra Crossing for the village. In addition, there is no record of bad safety in Longhoughton, therefore it is not a priority request. WP confirmed 2 other PCs had requested and been refused Zebra Crossings on the same grounds. The possibility of a VMS sign was then suggested. PB confirmed this would be considered now that the AONB Design Guide had been issued. The PC and NCC Highways had been waiting for this before a full review of parking, speeding and other Highways related issues. WP suggested the PC contact NCC to find out why the school patrol in Longhoughton didn’t continue when the outgoing school patrol retired.</p> <p>General Maintenance: Irene Bickerton raised concern about general lack of maintenance around the village; walls falling down, overhanging trees over the Village Green, disrepair of footpaths. PB/AH advised these were all either NCC or private property related issues over which the PC could do very little other than highlight as requiring attention. Many footpaths had been reported to NCC and any that hadn’t been highlighted can be reported via FixMyStreet – on NCC’s website. Recent footpaths the PC had flagged as requiring cleared of weeds on Boulmer Road had resulted in the poor state of repair of the footpaths</p>	<p>ET</p> <p>ET</p>

Chairman: _____ Date: _____



	<p>themselves being brought to light once the weeds had been cleared. In addition, the money spent on installing the bridge had come from grant applications not the precept and that money could not be spent on walls and footpath repairs.</p>	
1.	<p>Apologies for Absence: Cllrs Ellis (BE), Horsley (HH) and Tilley (JT).</p>	
2.	<p>Tom Deedigan, Alnwick Lions Tom Deedigan (TD) was in attendance to provide information on the work of Alnwick Lions, an international organisation where business people try to make a difference in their local community. Alnwick Lions runs a bookshop in Alnwick to raise funds which it uses to distribute grants throughout the area. PB enquired if the PC could use the network of Alnwick Lions for assistance with the delivery of food/hampers/help in a crisis. TD replied the PC could bring any requests of help to Alnwick Lions by completing their online form – each request is considered case by case. AH to contact TD so that an article on the work of Alnwick Lions could be included in the next newsletter. LR to liaise with TD re volunteering opportunities for local youngsters.</p>	
3.	<p>Approval of the Minutes of the Meeting held on Monday 18 September 2023. The minutes were approved as a correct record.</p>	
4.	<p>Actions from Last Minutes (unless an agenda item) MOD Trees: JLR advised conversations/negotiations were ongoing. A site survey w/c 30/10/23 had been requested to review re the works carried out to the trees in Eastfield and Eastmoor and if they were appropriate. The high branches were not tackled. Declaration of Climate Emergency: The PC had agreed to promote greater awareness of Climate Change but at this point should not declare an emergency. The AONB held a seminar on climate change on 12/10/23 and Swarland and Newton Action on Climate Change Group led by David Francis meets 3rd Tuesday of the month at 7pm in Swarland Village Hall. Visit www.snac.online or email talktosnac@gmail.com Playing Field Footpath Cut: JT had weeded the footpath cut from Lacey Street to the playing field and it was now clean and tidy. The PC thanked JT. NCC – Annual Town & Parish Council Conference (5/10/23): AH flagged that NCC Leader Glen Sanderson had suggested holding twice a year. The PC agreed if the conference had the power to make things happen rather than just discuss issues/ disseminate information, then it would be more useful and valuable to PCs. Otherwise Councillors were not happy with the suggestion of 2 conferences a year.</p>	JT/LR
5.	<p>Declarations of Interest: AH is Secretary and Trustee of LCSCT.</p>	
6.	<p>County Councillor Wendy Pattison – Northumberland County Council Update WP had circulated a report prior to the meeting. 9 Parishes Meeting: Held on 19/9/23 had been another successful event. Digital Phone Switchover: WP suggested the PC contact Sylvia Pringle from iNorthumberland, NCC to ask her to attend a PC meeting to give more information about the UK's telephone network changing to new upgraded digital landline services by 2025. AH/CT to include information on the switchover in the next newsletter. Boundary Commission: the Boundary Commission had confirmed their recommendations for the Northumberland Electoral arrangements to be implemented at the May 2025 elections. Some existing parishes had been removed from the Longhoughton Ward and new parishes had been added, including Lesbury and Alnmouth. AH raised concern this was different to what had been consulted on and had been changed at a point when no further feedback can be submitted, which was very disappointing. AH raised concern that the County Councillor for Longhoughton Ward would not be able to give the level of service desired by PCs as it was too large.</p>	

Chairman: _____ Date: _____

	<p>progress with the proposals. The website is not working yet. AH has requested Terms of Reference on the proposed advisory group.</p> <p>Quiet Lane: Following James Forsyth’s request (item 10a), AH/PB approached NCC (again) for a definitive answer on the issue of Quiet Lanes and the Council’s policy (a recent Tourism Report sponsored by NCC recommended that Quiet Lanes be trialed in Northumberland). NCC are of the opinion there is no requirement at present to trial a Quiet Lane on Beach Road. NCC advise the planned ANPR system and associated signage should resolve the issue as this will monitor arrivals and departures at the car park and advise motorists that there is a working farm and pedestrians/cyclists. If there is no space available vehicles should not feel the need to drive along the road. NCC suggest that this system is monitored over the summer following its installation, and if required NCC can revisit this suggestion again. It was agreed PB to replay NCC’s position to the Forsyth’s and Howick Estates.</p> <p>Car Parks at Boulmer: On 26/9/23 Paul Jones, Director of Environment and Transport, NCC advised NCC has been liaising with Natural England through the NCC Conservation Team and have provided them with details of the proposed scheme next to the Memorial Hall but have not yet had a response and accordingly this is being chased up. In terms of the Beach car park, NCC Estates Team have been instructed to enter negotiations with N’land Estates to progress the transfer of responsibility for management and operation of the car park to NCC. They are aware the timescale to have a new lease in place prior to Easter 2024. Robin McCartney has also agreed to meet with the PC for a 'walk around' Boulmer to flag anticipated parking issues if there is some displacement parking following the proposed introduction of parking charges at the Beach car park, so NCC can consider what mitigation measures may be appropriate as part of the overall parking arrangements in the village.</p> <p>Medical Facilities, Longhoughton: AH/PB met with AMG Partners agreed to continue a dialogue with view to finding ways to work together to the benefit of the resident of the Parish. An influenza vaccination clinic was held at LCSCT on 11/10/23 (attended by 70 people) and the Health & Wellbeing Section of NCC will hold 6 monthly talks at LCSCT to include a clinic for those who wish to have their weight or blood pressure checked. The dates are 10am on 19/10/23, 16/11/23, 14/12/23, 18/1/24 and 15/2/24. The events are free to attend. 8 people attended the first event on 21/9/23.</p> <p>Burnside Entrance: NCC have clarified the only prescribed wording NCC could put down would be 'NO ENTRY' and it has to be on Longhoughton Main Road. This is the location it should have been when first installed, as per the regulations. There are no prescribed markings that say, 'No left turn' or 'No Entry Left'. The regulations state that when visibility is an issue, the road markings are preferable to an advanced no left turn sign. NCC believe it would also be more noticeable as well. It was agreed the PC to confirm to the amended road markings but to request the existing sign is left in situ.</p> <p>Boulmer Road: The overgrown grass and nettles that reduced the pavement to less than 30cm in places forcing pedestrians to walk in the road has been cut back between the Coast and Castles Camp site and Springfield. This has uncovered tarmac which is broken up and difficult to replace. NCC to review and advise next course of action.</p> <p>NCC Head of Planning: A meeting was held with Rob Murfin on 26/9/23. Issues raised included: the Mast near the quarry, potential intensification of use at the Running Fox café/possible use of Traffic Regulation Orders.</p> <p>b) Review of Northumberland Electoral Arrangements (see item 6 above)</p>	<p>PB</p> <p>ET</p> <p>WP</p>
<p>9.</p>	<p>Reports for Discussion A report had been previously circulated by AH.</p> <p>a) NP Update</p> <p>Pre-Submission Plan Consultation: All resident households have received the Neighbourhood 8- page document and Response form. Copies of the Pre-Submission</p>	

Chairman: _____ Date: _____

	<p>draft plan will be available to view at the Exhibition and drop in events and can be accessed on-line at www.longhoughtonndp.co.uk or by calling 01665 572888. The consultation has also been issued to 68 Statutory consultees, businesses and organisations. Thanks to AH, CT and PB and others who have got the NDP thus far.</p> <p>b) Longhoughton Update:</p> <p>Warm Hub: Support to cover room hire costs for the Thursday weekly ‘Warm Hub’ luncheon sessions at LCSCT at a cost of £300 was proposed by CG, 2nd JB. All agreed.</p> <p>Christmas Gift: Financial contribution towards the cost of giving a Christmas food gift to 40-50 sick and elderly residents was proposed by PM, 2nd CVT. All agreed.</p> <p>Sunflower Lanyard: PM gave a presentation about the Sunflower Lanyard scheme which aims to highlight if someone has a non-visible disability, condition or chronic illness. The PC could subscribe to join as a member at a cost of £50 per annum and then have the ability to purchase lanyards at a cost of £1.10 each to give to applicable residents. PB enquired if the PC was the right conduit for this scheme and whether the Warm Hubs or CAN might be better placed. AH/PM to identify a way forward to support.</p> <p>Howick Burn Bridge/Path: Further works have been done on the path but it’s unlikely any further substantive work will be done this calendar year due to wet weather. The clearance work on the trees has been completed. The interpretive leaflet has been updated. The grant has received an uplift of £2,000 due to the inflation that has happened since the grant was first awarded. The PC also earmarked £2,000 for the scheme. Further reports will be brought to the PC in due course.</p> <p>Community Garden Group: Some 6,000 bulbs have been planted across the community and the boxes on the Village Green are scheduled to be re-planted.</p> <p>Traffic Design Brief: Now that the draft AONB Design Guide has been produced and circulated, it is clear much in the parish does not meet the criteria. However, there is a crossover between the AONB guide and NCC Highways policies. PB contacted NCC for clarification and NCC have advised the draft AONB Design Guide is now available and should be being used to consider schemes. The final guidance will be published in February/March. The AONB Design Guide should be used by NCC Highways in drawing up any schemes. The scheme drawn up by the NCC Highways Authority for Longhoughton was completed before the AONB Design Guide was written. PB has therefore gone back to NCC to ask if their scheme is still on the table (if so, when will it be installed) or if needs to be amended (if so, when will it be redesigned).</p> <p>c) Boulmer Update:</p> <p>Meadow Harvesting: The cut grass had been baled, thanks to Howick Trustees. Yellow Rattle Seed had again been purchased and sown. The PC thanked AH and his wife Wendy for purchasing the seed and gifting it to the Meadow.</p> <p>Boulmer Ward Vacancy: The vacancy remains open.</p> <p>d) Howick Update: No new updates</p>	<p>PM/AH</p> <p>PB</p>
<p>10.</p>	<p>Correspondence</p> <p>a) James Forsyth re Beach Road Quiet Lane Status (see item 8a) above)</p> <p>b) Bernice McCaig – Boulmer Village Green Stobs – AH confirmed he would organise, purchase and install replacement stobs as requested to prevent vehicles parking on the village green. AH to invoice the PC for reimbursement of costs accordingly.</p> <p>c) Sarah Winlow NCC AONB re Boulmer – Assessment for Conservation Area Designation – AH confirmed it had been agreed that the AONB would reference this in their response to the NDP Pre-Submissin Plan Consultation – the AONB were one of the statutory consultees.</p> <p>d) NALC September ENews - noted</p> <p>e) NCC Thriving Together Newsletter September and October - noted</p>	<p>AH</p>

Chairman: _____ Date: _____



	<ul style="list-style-type: none"> f) Zero Hour – Support for Climate and Ecology Bill – ET to circulate again so the PC can review and consider if it something to sign up to. g) North of Tyne Mayor – Mayor’s Question Time – 24/10/23 – noted h) McMillan Mighty Hike – Advance Notice – 14 & 15 September 2024 – noted i) NCC – Environment & Transport Who’s Who - noted 	ALL
11.	<p>Parish Financial Matters: Online banking fully operational. HH’s signatory application is ongoing. Zoom – annual subscription cancelled</p> <ul style="list-style-type: none"> a) Mazars Notice of Conclusion of Audit YE 31 March 2023. ET confirmed the audit has been concluded and the statement of accounts are published on the PC website (the documents are a scan and therefore not fully compliant with the Accessibility Regulations which require a physical "wet ink" signature). The full return is also available by contacting the Parish Clerk. Mazars (Invoice for External Audit) - £252 - agreed b) NCC (Half Precept) - £11,791 – CREDIT - noted c) NCC (Howick Burn Footpath) - £450 – CREDIT - noted d) NCC (Howick Burn Footpath) - £9,823.03 – CREDIT - noted e) Chris Thomas (Mixam Howick Burn Footpath) - £222.49 - agreed f) Clerk (Wage) - £425.26 - agreed g) HMRC (PAYE) - £97.20 - agreed h) LCSCT (Room Hire: 21/9/23 £12 and 22/9/23 £16) - £28 - agreed i) Jo-Anne Garrick Ltd (NDP) - £1,400 - agreed j) Northumberland Accountants (Payroll) - £63 - agreed k) Multiutilis (Co-OP Noticeboard Repair) - £121 – agreed l) Sign Shed (Howick Burn Footpath) - £64.44 – agreed m) LCSCT (Village Hall Insurance) - £944.85 – agreed 	
12.	<p>Plans:</p> <ul style="list-style-type: none"> a) a) 23/03429/FUL – Sun room extension - 6 Longbank Farm Steading, Longhoughton, NE33 3AP – no objections 	ALL
13.	<p>Matters for Information/Next Agenda: Meeting dates & locations – to be agreed</p>	
14.	<p>Date of Next Meeting: 7.30pm - Monday 20 November – LCSCT Westfield Park</p>	ALL

9.58pm the meeting ended.

Chairman: _____ Date: _____