



The Monthly Parish Council Meeting of Longhoughton Parish Council was held this evening at Boulmer Village Hall at 7.30pm.

Present: Cllrs Cllr Hinchcliffe (AH) (Chair), Barras (JB), McEwen (PM), and Thomas (CT).

In attendance: County Cllr Wendy Pattison (WP) 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 Trust; LAA – Longhoughton Allotment Association; NALC – N’land Association of Local Councils; CAN – Community Action N’land; NL – N’land Coast National Landscape; TTRO - Temporary Traffic Regulation Order .

Monthly Parish Council Meeting Minutes		Action
Members of the Public: There were no members of the public in attendance.		
1.	Apologies for Absence: Cllrs Bromley (Vice Chair) (PB), Ellis (BE), Horsley (HH), Green (CG), Tilley (JT) and Laura Rowberry (LR) (RAF Representative).	
2.	Declarations of Interest: AH is Secretary and Trustee of LCSCCT.	
3.	Approval of the Minutes of the Meeting held on Monday 17 June 2024. CT advised David Baring who was to officially open Howick Burn Bridge on 10 August, not Lord Howick. Otherwise the minutes were approved as a correct record.	
4.	Actions from Last Minutes (unless an agenda item) Boundary Commission: No further updates. PC Bank Account: AH yet to progress adding HH as signatory. Road Signage: JT had reported no action so far on the reported faded road markings. All other items covered in the Chair’s Matters Arising Paper in item 7a)	AH
5.	County Councillor Wendy Pattison – Northumberland County Council Update Mobilise: If you provide care or support to someone who needs help because of their age, physical/mental illness or disability, Mobilise are can support you in your caring role. Mobilise work with NCC to provide a range of free online services. For more info call 01670 536400 or visit https://support.mobiliseonline.co.uk/Northumberland Carers Benefits: There are a range of benefits, tax credits and other financial support you may be able to receive as a carer. To find out more visit Gov.uk or call 01670 536 400. Carer's Allowance is a benefit that’s paid to carers of working age who provide 35+ hours of care a week. For more info visit https://www.gov.uk/carers-allowance/eligibility	
6.	Inspections - Longhoughton Playing Field/Footpath: JT had reported the footpath now needed strimming as the weeds were vigorous. This would be completed asap.	JT
7.	Matters Arising a) Chair’s Matters Arising Paper (a report had been previously circulated by AH) Youth Strategy for Longhoughton: AH had re-circulated a draft paper entitled ‘Community Services and Facilities in Longhoughton Parish’ which included a proposal for the creation of a Steering Group for children’s and youth activities. It was agreed the Steering Group and the role of the PC to be discussed further at the Ways of Working meeting to be held on 24/7/24 where the PC are to discuss allocation of PC roles and responsibilities. It was noted, AH to meet with LR and Eric Fletcher (EF) on 17/7/24 to discuss EF’s recommendations on the way forward following feedback gathered at the Summer Fete on 7/7/24 and also the drop-in sessions held at the Beacon and Westfield Park. It had been agreed at the June PC meeting that EF was to collate all this information and then suggest what the next steps and action should be with the PC helping by driving the conversation. One of EF’s suggestions was to host a workshop with the PC, community and young people, any other stakeholders/ partners. Concern about whether youths would attend such a workshop was raised	

Chairman: _____ Date: _____

	<p>and it was agreed to put this suggestion on hold until after AH's meeting with LR and EF and also after the PC's Working Together meeting. CT flagged that the PC's role should be strategic not operational.</p> <p>Boulmer Village Green Stobs: AH yet to progress.</p> <p>Howick Burn Bridge Opening: CT advised work is in hand to organise the official opening at 10.30am on 10 August. Full details to be publicised in the next Newsletter.</p> <p>Lacey Street: It was noted that NCC had recently installed CCTV for further traffic management monitoring.</p> <p>Worm Digging at Boulmer: It was noted a new sign had been installed on the dunes specifying where worm digging can/can't take place. WP advised Iain Robson had passed the concerns about commercial worm digging to David Feige, Bio-Diversity Officer at NCC. WP awaiting a response. It was agreed ET should also formally write to David Feige to enquire what could be done to stop commercial worm digging.</p> <p>One-Way System Burnside: AH confirmed NCC investigating the possibility of a "No Left Turn" sign to be installed prior to the junction.</p> <p>Grass Cutting: WP advised NCC cuts the grass to ensure villages look tidy but if an enhanced job was required eg strimming, etc. then the PC would need to pay extra for that service. NCC offers basic grass cutting as part of their usual service. Therefore, if the PC wanted an enhanced service to cut down the weeds currently growing on the perimeter of the land at the Johnnie Johnson site, then it would need to pay NCC extra. AH advised this area was private NCC owned land and not the responsibility of the PC to pay to have it maintained. It was resolved CT to enquire if the Community Gardeners might strim the weeds back as a one-off job to resolve the issue.</p> <p>Quarries Liaison Group: Due to illness/availability, this meeting had been postponed and will be re-arranged within the next few weeks.</p> <p>Police Liaison Group: AH has met the new Inspector Thomas Ashley and will be arranging for the next Liaison meeting in September 2024.</p> <p>Restricted Access to Lowsteads Beach: It was confirmed Howick Trustees had now swapped out the fixed post for a removable post on the bridleway so emergency access along the coastline was maintained.</p> <p>Beach Road: WP reaffirmed that NCC Highways would not consider designating Beach Road Quiet Lane status. The current speed limit for the road was queried. It was agreed ET to write to Richard McKenzie for clarification as to whether it was 60mmph or 20mph as there were no official signs to indicate the speed limit.</p> <p>Speedwatch: PM reported further speedwatch surveys had been carried out. 30% of vehicles had been caught speeding. The majority of vehicles speeding did so because the signage in the village was confusing.</p> <p>Health and Wellbeing – Health Checks: NCC have confirmed a further date:12/9/24 12noon-7.00pm. Progress is also being made to start up 'health walks'. 2 leaders have come forward and the next step is to identify people who wish to take part.</p> <p>Boulmer Road Pavement: NCC have cut back the grass, weeds, nettles and the overgrown hedge on sections of the pavement between the RAF Camp and Boulmer. The remaining grass has been weed killed. This has provided a much improved and safer pavement for pedestrians. CT flagged the same works need to be undertaken in Howick from Howick Hall entrance east towards Seahouses Farm to the left turn to Howick village. CT to report on NCC's Fix My Street.</p> <p>Longhoughton Summer Fete: The Fete was a great success. The funding for the Fete was £5,930 and expenditure £5,675 leaving a balance unspent of £253.75. It was agreed to carry this surplus forward to next year. Thanks are extended to the organising Committee. AH flagged that after 3 years of Chairing the Organising Committee, he wished to hand this role to someone else in 2025.</p>	<p>AH</p> <p>CT</p> <p>ET</p> <p>CT</p> <p>ET</p> <p>CT</p>
--	---	---

Chairman: _____ Date: _____



	<p>Development of the Longhoughton Community Hub: The draft paper ‘Community Services and Facilities in Longhoughton Parish’ also proposed a Memorandum of Understanding between the RAF Beacon, LC&SCT and PC. AH reported the Commander of RAF Boulmer, is keen to put in place an agreement and has suggested to try to move this forward by September 2024. To be discussed further at the Ways of Working meeting on 24/7/24. AH to also meet with LR and bring to the September PC meeting more information and details.</p> <p>b) PC Fixed Asset Check AH to carry out checks for Boulmer. CT to carry out checks in Howick. JB to check grit bins in Longhoughton and CT to carry out checks on bins, dog bins, bus shelters, noticeboards and seats in Longhoughton.</p> <p>c) PC Policies & Procedures Review</p> <ul style="list-style-type: none"> - Code of Conduct – agreed, no amends - Complaints Procedure – agreed, no amends - Communications & Consultations Policy – agreed but Annual Report to be added - Document Retention Schedule – agreed, no amends - Planning Application Procedure & Guidance – agreed but amended to reflect circulation now by email with PC viewing applications on NCC Planning Portal - Publication Scheme – agreed but cost of photocopying to be current market rate - Risk Assessment – AH to review and amend - Standing Orders – agreed, no amends - Pledge from NALC/NCC re Civility and Respect – agreed to be adopted <p>When finalised, ET to update and send to CT for uploading to the website.</p>	<p>AH/CT/ JB</p> <p>AH</p> <p>ET/CT</p>
<p>8.</p>	<p>Reports for Discussion (all reports had been previously circulated by AH/PB)</p> <p>a) Neighbourhood Plan Update: AH reported that some updated modules had been received for AECOM. These included Longhoughton and Boulmer Residential Masterplan (now accepted); Design Guidance and Design Code (received and under review); Housing Needs Assessment (updated version now received and being reviewed). The Strategic Environment Assessment is still outstanding but this cannot be updated until the above modules are complete. AH anticipated a Referendum either later in 2024 or early 2025.</p> <p>b) Longhoughton Update: VMS Sign: At the March PC meeting, it was agreed WP to purchase a VMS sign to be installed on the Denwick Road 30mph entry into Longhoughton. A suitable sign has been identified, with guidance from NCC traffic management, which has a 6 year guarantee. All maintenance costs would be covered under the guarantee. Once the guarantee runs out in 6 years time there may be an opportunity to extend the guarantee but the PC is responsible for ongoing maintenance. The PC agreed to accept these terms - ET to confirm with Michael McMonagle. The PC’s insurance would cover accidents and vandalism. PM agreed to take on responsibility for extracting the vehicle speeds and numbers from the sign. The approximate positioning of the sign was agreed and it was noted the existing 30mph sign would remain in its present position. Thanks were expressed to WP for offering this sign to the Parish from her Member Funding. Open Garden Event: This was a great success and a credit to the Community Gardener’s and everyone involved. Improved footpath to the coast at Howick Burnmouth: No further updates.</p> <p>c) Boulmer Update: Thanks to all the volunteers who took part in cutting out the hogweed on Boulmer Meadow. Volunteers are now sought for pulling the ragwort on the Meadow at Boulmer and all the land leased to the PC.</p> <p>d) Howick Update: No further updates.</p>	<p>ET</p> <p>PM</p>

Chairman: _____ Date: _____

<p>9.</p>	<p>Correspondence</p> <p>a) N'land Estates – Boulmer Car Park - A proposed amendment to the PC's existing lease has been received from N'land Estates which means responsibility for the car park and the approach road will be taken over by NCC with effect from 29/9/24. It was agreed to sign N'land Estates letter to agree to the resumption of the land. Proposed JB, 2nd CT. It was agreed the PC to write to Paul Jones, NCC to request that NCC takes over responsibility for the maintenance of the wooden stobs down both sides of the entrance track and also maintenance of the sea bank.</p> <p>b) NALC ENews July 2024 - noted</p> <p>c) NCC – Polling District/Polling Places Statutory Review – it was noted the polling stations are at LCSCT, Boulmer and Howick Village Halls. No further action.</p> <p>d) Alnwick Harriers – Northumberland Coastal Run – 21/7/24 – noted</p> <p>e) Julie Smibert – Request for One Day's Property Access onto Longhoughton Playing Field – this had been granted provided there was public liability insurance cover.</p>	<p>ET</p> <p>AH/ET</p>
<p>10.</p>	<p>Parish Financial Matters:</p> <p>a) A1 Bounce (Summer Fete Bouncy Castle) - £1,500 – PAID - noted</p> <p>b) A1 Bounce (Summer Fete Coconut Shy) - £99.00 – PAID - noted</p> <p>c) Alexa's Canine Trust (Donation to Summer Fete Rosettes) - £30.00 – PAID - noted</p> <p>d) CBS World (Summer Fete Printing) - £14.40 – PAID - noted</p> <p>e) Stewart Barrett (Coconuts and Sweets for Summer Fete) - £69.34 – PAID - noted</p> <p>f) Clerk (July & August Wage) - £894 - agreed</p> <p>g) HMRC (PAYE) - £208.80 - agreed</p> <p>h) Howick Village Hall (Annual Insurance) - £972.43 - agreed</p> <p>i) LCSCT (AMG Prescriptions – June room hire) - £64.00 - agreed</p> <p>j) DFO (Allotment Car Park Rent) - £24.00 - agreed</p> <p>k) Northumberland Accountants (Payroll) - £66.00 – agreed</p> <p>l) RAF Boulmer (Summer Fete) - £78.46 - agreed</p>	
<p>11.</p>	<p>Plans: None received.</p>	
<p>12.</p>	<p>Matters for Information/Next Agenda:</p> <ul style="list-style-type: none"> • JT had reported via NCC Fix My Street the blocked drain on quarry bend. • WP reported that she was liaising with Alnwick Garden over the traffic queues formed at the entrance to the car park off Denwick Road. • AH advised he had been approached by NHS NE & Cumbria about the provision of medical facilities in Longhoughton. AH to hold a medical needs meeting with the NHS. CT volunteered to also attend. • AH reported Trinity House had contacted him about the removal of the navigation beacons in Boulmer as the Boulmer Fisherman's Association had dissolved and so their funding provision was to cease. The PC was approached to find out if there is any local group who could take on the maintenance or be interested in maintaining the beacons as a historical feature. A representative of Trinity House was coming to Boulmer on 18/7/24. AH to make contact with them once the visit had been made. 	<p>AH/CT</p> <p>AH</p>
<p>13.</p>	<p>Date of Next Meeting: No August meeting. Next meeting 7.30pm - Monday 23 Sept – LCSCT Westfield Park.</p>	<p>ALL</p>

The meeting ended at 9.34pm.

Chairman: _____ Date: _____