



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), Bromley (Vice Chair) (PB), Ellis (BE), Horsley (HH), McEwen (PM), and Thomas (CT).

**In attendance:** County Cllr Wendy Pattison (WP) and Elizabeth Taylor, Clerk (ET).

**Abbreviations Used in Minutes:**

PC – Parish Council; NCC – N’land County Council; NALC – N’land Association of Local Councils  
 LCSCT – Longhoughton Community & Sports Centre Trust; CAN – Community Action N’land;  
 LAA – Longhoughton Allotment Association; NL – N’land Coast National Landscape.

<b>Monthly Parish Council Meeting Minutes</b>	<b>Action</b>
<p><b>Members of the Public:</b> There was 1 member of the public in attendance.  <b>Chancel Place Tree Screening:</b> Ian Davison enquired as to progress with NCC Enforcement enforcing the appropriate planting of trees and meadowland as per the planning conditions for Chancel Place (the trees planted had not taken due to poor installation, were insufficient in quantity and the meadow planting had not been carried out). It was noted this was in the hands of NCC Enforcement to action but that the PC would chase for action. AH to take some photos and draft a report to send to Rob Murfin and NCC Enforcement. It was agreed AH/PB to flag with David Smith MP at their meeting on 1/11/24 and also Colin Barnes of N’land Estates at their meeting on 24/9/24.</p>	<p><b>AH/ET</b> <b>AH/PB</b></p>
<p><b>1. Apologies for Absence:</b> Cllrs Green (CG), Tilley (JT) and Laura Rowberry (LR) (RAF Representative).</p>	
<p><b>2. Declarations of Interest:</b> AH is Secretary and Trustee of LCSCT.</p>	
<p><b>3. Approval of the Minutes of the Meeting held on Monday 15 July 2024.</b>          The minutes were approved as a correct record.</p>	
<p><b>4. Actions from Last Minutes (unless an agenda item).</b>  <b>PC Bank Account:</b> AH yet to progress adding HH as signatory.  <b>Road Signage:</b> JT had reported no action so far on the reported faded road markings. It was noted WP had advised that although refreshing white lines is an NCC Highways issue, they are usually done by a team of contractors who have a timetable for different areas of Northumberland, and it could take some time. JT had also requested double yellow lines on Eastfield. It was noted that WP had advised double yellow lines in Eastfield would have to be accessed by NCC Traffic Management and it’s not usual in housing estates to have double yellow lines unless there’s been a lot of accidents.  <b>Boulmer Road Pavement:</b> CT confirmed a report had been placed on NCC’s Fix My Street to have the grass and weeds cut back on the pavement from Howick Hall entrance east towards Seahouses Farm to the left turn to Howick village to provide an improved and safer pavement for pedestrians.  <b>Grant of Dispensation and Leave of Absence for Carole Green:</b> It was noted that the 6 month leave of absence was drawing to a close. AH to contact CG to enquire if she was ready to return to duty in November meeting.          All other items covered in the Chair’s Matters Arising Paper in item 7a)</p>	<p><b>AH</b>          <b>CT</b>   <b>AH</b></p>
<p><b>5. County Councillor Wendy Pattison – Northumberland County Council Update</b>  <b>Winter Fuel Payment:</b> From Autumn, those not on pension credit or other means-tested benefits will no longer get the annual payments, worth between £100 and £300. For residents on low incomes, who are ineligible for Winter Fuel payments, NCC is working on a number of measures to directly support these households, including access to the Gas Safe scheme - such as a boiler service. LCSCT is also one of many Warm Spaces for any residents needed further help and will be fully equipped with a pack containing consistent pension credit, winter fuel, and keeping warm information to share with residents. If you’re having a difficult time or struggling, please call</p>	

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	<p>Northumberland Communities Together Response Hub on 01670 620015 open 9am-6pm, 7 days a week or email: <a href="mailto:nct@northumberland.gov.uk">nct@northumberland.gov.uk</a>  <b>OneCall:</b> If you are worried about the immediate welfare (health or well-being) of a child or adult contact call 01670 536 400 or email <a href="mailto:onecall@northumberland.gov.uk">onecall@northumberland.gov.uk</a></p>	
6.	<p><b>Inspections - Longhoughton Playing Field/Footpath:</b> JT not present, no update.</p>	JT
7.	<p><b>Matters Arising</b>  <b>a) Chair’s Matters Arising Paper</b> (a report had been previously circulated by AH)  <b>Youth Strategy for Longhoughton:</b> It was agreed to create a strategic group in Longhoughton with the PC taking a key role to support LR and the RAF Beacon Centre in the provision of youth facilities, especially with the current offer of help and expertise from Eric Fletcher. To be considered further by all PC.  <b>Lacey Street CCTV recording:</b> Robin McCartney, NCC Highways to provide a summary of the CCTV recording. No further traffic incidents had been reported. It was noted that the Running Fox were actively encouraging their visitors to park elsewhere.  <b>Worm Digging at Boulmer:</b> David Feige NCC Ecologist responded to the enquiry about commercial bate digging at Boulmer beach to advise it would be difficult for NCC to do anything as NCC does not have a legal interest in the land. Collecting for commercial purposes without consent from Natural England is already an offence. Northumbria Police are keen to build a picture about potentially unlawful commercial bait collection along the Northumberland coast and request any information (eg details of the vans being used) is communicated to them either by phoning 101 or completing a web submission on Northumbria Police's website. It was noted AH had passed this information to the 2 residents who raised it at the Annual Parish Meeting.  <b>One Way System Burnside:</b> a complaint was made to NCC Highways who have investigated the options and have placed a no-entry sign on a street lamp column on the right hand side of the road the B1339 just before the left turn into Burnside.  <b>Grass Cutting Johnny Johnson Site:</b> the grass on this site has continued to be cut but not the section adjoining the first house on Burnside. The PC has made requests of both NCC and the Community Gardeners to strim the weeds back as a one-off job to resolve the issue for the resident of Burnside but no reply has been received yet.  <b>Quarries Liaison Group:</b> The re-arranged meeting was held on 16/8/24 and notes circulated. Main points from the meeting are:  <ul style="list-style-type: none"> <li>• a request was made for the quarry to advise residents by email of the vibration levels after each blast. The Quarry Manager is considering this request.</li> <li>• Kevin Tipple, NCC confirmed there were no issues with the Monitoring Report.</li> <li>• Howick Quarry’s requested a 12 month extension to recover remaining whinstone.</li> <li>• The gates to Longhoughton Quarry have been changed to allow 2-way traffic to make efficient use of the new wheel wash and to alleviate mud on the road.</li> <li>• The blast has been re-designed so that it is spread over microseconds. This helps to reduce the peak blast but means the vibrations may appear to go on longer.</li> <li>• Permission has been given for some preparatory work to be done in the western quarry in advance of planning permission being given for the new restoration plan.</li> <li>• A summary of PC’s submission to application 24/01758/SCOPE was circulated.</li> </ul> <b>Police Liaison Group:</b> AH has spoken to Inspector Thomas Ashley about the need for a liaison meeting. To press for this in November.  <b>Speedwatch:</b> PM reported 1,036 vehicle counts had now been undertaken in which 247 vehicles had been caught speeding. Thanks were extended to the Speedwatch Team for their effort as it was having a positive impact on the speed vehicles travel through the village. PM to clarify the outcomes of being caught speeding so that an article can be included in the next newsletter.  <b>VMS Sign:</b> WP advised installation will be October/November 2024.</p>	PM

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<p><b>Speed of Traffic on Beach Road:</b> No reply from NCC in response to the request for the 60mph speed limit to be reduced to 20mph on Beach Road.</p> <p><b>Health Checks:</b> NCC Public Health &amp; Community Services were in attendance at LCSCT from 12noon-7pm on 12/9/24. 6 residents attended. The service was very satisfied with numbers and will arrange more sessions later in the year.</p> <p><b>Health Walks:</b> Progress has been made towards the introduction of health walks. 2 representatives of NCC Public Health &amp; Community Services are now involved and will train the 3 volunteer leaders. At a meeting held on 18/9/24 a plan was put together to start the walks in January 2025. These will be promoted and will be open to people of all ages and will be very moderate in distance.</p> <p><b>Development of the Community Hub:</b> the Memorandum of Understanding is being considered by Laura Rowberry in conjunction with the Commander of RAF Boulmer.</p> <p><b>Alnwick Medical Group (AMG) – Prescription Pick-up Service at LCSCT:</b> AMG offer a prescription pick-up service twice each week. The service is well used and numbers are increasing (31 collections in April rising to 59 in August) The PC agreed to continue to pay for the hire fees for this service at a continued cost of £16 per week, but with the requirement that the payment should be reviewed at the end of April 2025. Proposed HH, 2<sup>nd</sup> CT. All agreed. An AMG Flu Clinic has been arranged for 17/10/24.</p> <p><b>NHS:</b> AH advised a meeting re medical provision in Longhoughton is yet to take place.</p> <p><b>Trinity House:</b> AH corresponded with Trinity House re maintenance of the navigation poles at Boulmer. However, AH reported one of the Boulmer fishermen has started work on one of the navigation poles therefore assuming maintenance responsibility.</p> <p><b>Boulmer Wildflower Meadow:</b> the meadow was cut on 9/9/24 by Groundwork and the grass turned/baled on 15/9/24 by Howick Trustees. All bales were collected.</p> <p><b>Boulmer Beach Car Park:</b> A large pot hole has worn at the entrance and as vehicles were in danger of being damaged, AH filled the holes with 5 bags of shale at a cost of £17.34. The lease for the car park will be taken over by NCC on 29/9/24. AH met with Robin McCartney of NCC Highways on 16/9/24 to discuss the takeover issues and the need for parking restrictions on the village street. In preparation for the meeting, AH circulated a letter to all residents in Boulmer Ward with a reminder the car park is to taken over by NCC and parking charges are to be imposed and seeking opinions on what parking restrictions might be required to prevent the village street being parked on by those who refuse to pay for parking. 22 responses were received with suggestions on how the restrictions could apply. Robin McCartney confirmed: the precise takeover date is not known but imminent. NCC will install ticket machines. AH asked NCC to take on responsibility for the wooden stobs on both sides of the access road originally installed by NCC. The stobs are essential to prevent vehicles driving onto and parking in areas adjacent to the car park. NCC to consider this request. AH requested for parking to be free for 1 hour before 9.00am and after 7pm but vehicle owners must take a nil value ticket and display. NCC to consider this request. It was noted day tickets will only cover the daytime period and will not cover for 24 hours and no overnight parking for campervans. Robin McCartney advised that NCC no longer offers residents parking schemes and suggested that the best way forward is not to introduce any parking restrictions until the impact of the introduction of parking charges is fully assessed. For this purpose, residents and PC to keep a record.</p> <p><b>Planning Application for the Car Park next to Boulmer Village Hall:</b> Paul Jones, NCC advises that the planning application would be made in Sept/Oct 2024.</p> <p><b>Speeding in Boulmer:</b> Madeleine Frater has requested a 20mph speed limit through Boulmer village. The PC considered this request and agreed that there are sufficient obstacles in the village to keep the speed of vehicles down, including parked vehicles. However, PM to review if it's possible to operate Speedwatch in the 2 areas where speeding does occur which is at both ends of the village.</p>	<p>PM</p>
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	<p><b>Parish Councillor Vacancy – Longhoughton Ward:</b> It was noted that Jac Barras had stepped down due to time pressures working full time. Jac was thanked for all her work and contribution, which had been greatly appreciated. The vacancy was being advertised and ET will advise if the PC are able to co-opt at the next PC meeting.</p> <p><b>Meeting with David Smith, MP:</b> arranged for 10am on 1/11/24 at LCSCT.</p> <p><b>d) PC Fixed Asset Checks</b></p> <p>AH carried out checks for Boulmer. The seat underneath the noticeboard in Boulmer is in a state of disrepair and needs to be removed. ET to organise with Multiutilis to carry out the works. It was noted that the noticeboard in Boulmer may need replacing next year. AH to wash it down of sea salt. It was noted that some of the 300+ stobs need replacing. NCC may assume responsibility for the stobs at the car park. AH to investigate alternative more durable by aesthetic options to wood.</p> <p>AH reported the no entry sign at the Herring Sheds needs replacing. N'land Estates had installed the sign as a one-off and had stated they wouldn't be responsible for purchasing and installing any further signs. The residents only parking sign also needs replacing. Suitable sign options to be considered and costed. PM requested installation of a bike rack in Boulmer. The area outside the public toilets was considered. PM to explore options for the next meeting.</p> <p>CT carried out checks in Howick. No action.</p> <p>CT carried out checks in Longhoughton. A suggested litter bin in the Running Fox bus shelter was considered but rejected due to lack of space. It is to be added to the litter pick route. CT to report the damaged MOD grit bin in Carey Place to LR.</p> <p><b>e) PC Policies &amp; Procedures Review</b></p> <p><u>For ratification:</u> Code of Conduct / Complaints Procedure / Comms &amp; Consultations Policy / Document Retention Schedule / Planning Application Procedure &amp; Guidance / Publication Scheme / Risk Assessment / Standing Orders. These had been updated as agreed at the July PC meeting. PB proposed they are adopted again, 2<sup>nd</sup> HH. All agreed. ET to update and send to CT for uploading to the website.</p> <p><u>For review:</u> Data Consent Form / Data Protection Policy / Disciplinary Procedure / Freedom of Information / General Privacy Notice / Grievance Procedure / Info Technology Usage / Small Grants Policy. As time was pressing on, it was agreed to delay reviewing these policies until the October PC meeting.</p>	<p>ET</p> <p>AH</p> <p>AH/ET</p> <p>PM</p> <p>CT</p> <p>ET/CT</p> <p>ALL</p>
<p>8.</p>	<p><b>Reports for Discussion</b> (all reports had been previously circulated by AH/PB)</p> <p><b>a) Neighbourhood Plan Update:</b></p> <p>It's taken AECOM 7 months to complete the requested amends to the Housing Needs Assessment (HNA). The conclusions of the HNA are that housing needs in the Parish is about meeting local need for 1, 2 and 3 bedrooms and above all a high proportion of affordable housing. Also, all new housing in Boulmer Ward to be for full-time occupation only. Jo-Anne Garrick is now preparing the Submission Draft Plan which will go to NCC for the next stage of assessment and involve a further consultation. A meeting has been held with Communities CAN for discussion about Community Led Housing and on 24/9/24 there is a meeting with N'land Estates to talk about the housing sites in the Neighbourhood Plan and the need for affordable housing.</p> <p><b>b) Longhoughton Update:</b></p> <p>PB reported that the grant for the improvements to the track at Howick has been approved. The arrangements now are that Howick Estate will be leading the discussions with the contractors, organising the grant and paying invoices. The PC will not be contributing anything to the scheme in this phase. There are some issues with accessibility in the summer (overgrown vegetation) and winter (mud). The suggestion is to consider allocating a small amount in the annual budget to make sure the whole route is accessible. Thanks were extended to PB for his work and effort on this project.</p> <p><b>c) Boulmer Update:</b> No further updates.</p>	

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	<p><b>d) Howick Update:</b> Howick Village Hall now has broadband connectivity.</p> <p><b>Crime and Fear of Crime:</b> AH flagged concern in Longhoughton re crime. Within the last 6 months there has been anti-social behaviour and the PC should recognise the impact, especially on the elderly, and show leadership in using our position to do something about it. AH advised the PC has some responsibility for ensuring that residents feel safe and secure but has to work in partnership with other agencies who have a more specific brief. Encouraging residents to look after each other is a starting point and making facilities available for neighbours to come together are things that the PC can encourage. The Police have a duty for ensuring that people feel safe and secure. One facility they have deployed is to encourage and install Neighbourhood Watch Schemes, which can have a beneficial impact to encouraging people to know their neighbours for a common purpose. It was agreed AH to invite Northumbria Police to attend a Warm Hub to speak about Neighbourhood Watch Schemes.</p> <p><b>f) Post-decision review of NCC Planning Permission for 24/00590/FUL</b>          Planning Application 24/00590/FUL for 16 Beach View, Boulmer was approved on 14/5/24. Once approved nothing can change the decision but if the PC considers that the decision was unjust or flawed in some way, it can draw this to the attention of the Chief Planning Officer for a post review. The PC objected to this application on the ground of overdevelopment. The AONB also objected to the application primarily on the grounds of design and materiality due to it being part of a terrace row of six properties which has little changed since their construction in 1970/80s. Both grounds for objection were accepted in the final report as being valid. Due to the objections the application was referred to the Director of Planning and the Chair and Vice Chair of the North N'land Local Area Council and it was resolved that it should be determined by delegated authority for the reason that it does not raise issues of strategic, wider community or significant NCC interest. The application was determined by Case Officer Katie Lois, a Planning Technician and authorised by James Hudson. With objections from two major consultees on the same grounds, the PC considers it surprising it was not determined by the Local Area Council. Getting design right is a local issue especially in a small traditional seaside village which is noted for its style of architecture. The PC agreed to write a letter of complaint to Rob Murfin.</p>	<p style="text-align: right;">AH</p> <p style="text-align: right;">AH/ET</p>
<p><b>9. Correspondence</b></p>	<p>a) Quarries Liaison Group Minutes 16/8/24 and Review of Planning Application 24/01758/SCOPE Scoping Opinion for Longhoughton Quarry Eastern Extension and Revised Restoration Scheme - noted</p> <p>b) NCC Annual Town &amp; Parish Council Autumn Conference - 3/10/24, 5pm County Hall, Morpeth - noted. AH attending.</p> <p>c) 9 Parishes Meeting - 26/9/24, 6.30pm, Craster Memorial Hall - noted. AH attending.</p> <p>d) Northumberland Estates/Warcup Solicitors – Deed of Surrender of Part – Land at Boulmer. It was agreed to sign the surrender. Proposed HH. 2<sup>nd</sup> CT. All agreed.</p> <p>e) Julia Robson - Request for Detail re A/98/A/339 alterations to Boulmer Car Park and access – noted and resolved with NCC providing the detail required.</p> <p>f) Robin McCartney, NCC – Boulmer Car Park response to PC Queries – noted. See item 7a) above.</p> <p>g) N'land Coast National Landscape – NC063 FiPL Project Howick Track Offer Letter/Agreement – noted. See item 8b) above.</p> <p>h) David Baring, Howick Estate – Permissive Path FiPL Howick Path to the Beach Agent Letter – noted. See item 8b) above.</p> <p>i) NCC – ProW - Informal Pre-Order Consultation – Restricted Byway No 29, Longhoughton – noted. The PC had no information, evidence or knowledge to either support or reject.</p> <p>j) NCC – ProW Improvement Plan Consultation – Noted. ET to resend to PB.</p>	<p style="text-align: right;">AH</p> <p style="text-align: right;">AH</p> <p style="text-align: right;">ET</p> <p style="text-align: right;">ET</p>

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	<p>k) NCC – Local Nature Recovery Survey – Noted. ET to resend to PB.  l) David Feige, NCC Ecologist re Worm Digging at Boulmer - noted. see item 7a).  m) Nick Yeeles, Strategic Estates, NCC – Grounds Maintenance of Johnnie Johnson Land. Noted. See item 7a) above.  n) Neil Easton, Public Transport Manager, NCC – Bus Service Improvement Plan – noted.  o) Northumbria Police &amp; Crime Commissioner – Policing &amp; Crime Priorities – noted.  p) Denise Metcalfe – Spitalford Cemetery – noted and no response required.  q) Ian Trushell – Glass Recycling – AH had responded.  r) NALC ENews August 2024 - noted  s) Thriving Together Newsletter July 2024 #1 &amp; #2, August 2024 #1 &amp; #2 and September 2024 #1 - noted  t) Healthwatch Northumberland – Newsletter and Annual Event - noted  u) NHS Healthcare Foundation Trust – Parish Councillor Project Database – noted  v) NCC North N'land Local Area Committee - 26/9/24 - 6pm, Alnmouth Village GC.</p>	<p><b>ET ET</b></p>
<p><b>10.</b></p>	<p><b>Parish Financial Matters:</b>  a) Mazars – Notice of Conclusion of Audit YE 31 March 2024/Annual Governance Statement 2024. 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.  b) NCC (Half Yearly Precept) - £13,399 – CREDIT - noted  c) LC SCT (Meeting Room Hire: Ways of Working £20 / AMG £72 / Deputy Lieutenant £15 / Quarry Liaison £20 / CAN £20) – £147 - agreed  d) Clerk (September Wage) - £447 - agreed  e) HMRC (PAYE) - £104.40 - agreed  f) Shield &amp; Morrison (Newsletter) - £245 - agreed  g) N'land Estates (Annual Rent Boulmer Village Green £10 / Playing Field ½ Yearly Rent £65) - £75 - agreed  h) Greenfingers (Boulmer Village Green Grass Cutting) - £108 - agreed  i) Adrian Hinchcliffe (Boulmer Car Park Pot Hole Repairs) - £17.34 - agreed  j) ICO (GDPR/Data Protection Fee Renewal) – Direct Debit Fee £35 – agreed  k) Groundwork (Boulmer Meadow) £310.20 – agreed</p>	
<p><b>11.</b></p>	<p><b>Plans:</b></p> <ul style="list-style-type: none"> <li>• 24/02472/FUL – Single storey extension and 2<sup>nd</sup> floor dormer window - Longbank Farm, Longbank Farm Drive, Longoughton, NE66 3AP – no objections</li> <li>• 24/03153/VARYCO – Variation of condition 4 - Land North of Cortico, Boulmer – no objections.</li> </ul>	
<p><b>12.</b></p>	<p><b>Matters for Information/Next Agenda:</b> None</p>	
<p><b>13.</b></p>	<p><b>Date of Next Meeting:</b> Next meeting 7.30pm - Monday 21 October – LC SCT Westfield Park.</p>	<p><b>ALL</b></p>

The meeting ended at 9.30pm.

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