



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

Present: Cllrs Cllr Hinchcliffe (AH) (Chair), Bromley (Vice Chair) (PB), Ellis (BE), and McEwen (PM).

In attendance: Laura Rowberry (LR) (RAF Representative) 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.

Monthly Parish Council Meeting Minutes		Action
Members of the Public: There were no member of the public in attendance		
1.	Apologies for Absence: Cllrs Green (CG), Horsley (HH), Thomas (CT), Tilley (JT) and County Cllr Wendy Pattison (WP).	
2.	Declarations of Interest: AH is Secretary and Trustee of LCSCT.	
3.	Approval of the Minutes of the Meeting held on Monday 23 September 2024. The minutes were approved as a correct record.	
4.	Actions from Last Minutes (unless an agenda item). All items covered under Chair’s Matters Arising Paper (Item 7b).	
5.	<p>County Councillor Wendy Pattison – Northumberland County Council Update</p> <p>EV Charge Points: You may need permission to install an EV charge point at your home. It depends whether you have off-street or on-street parking. View detailed EV charger guidance on the Planning Portal. EV Charging Guidance.</p> <p>Pension Credit Payments: Pension Credit is worth an average of £3,900 per year. If you are eligible, you could also be entitled to a range of additional support like:</p> <ul style="list-style-type: none"> • Housing Benefit if you rent the property you live in • Support for Mortgage Interest if you own the property you live in • A Council Tax discount • A free TV licence if you are aged 75 or over • Help with NHS dental treatment, glasses & transport costs for hospital appointments • Help with your heating costs through the Warm Home Discount Scheme • Winter Fuel Allowance <p>You could be entitled to Pension Credit even if you own your home or have savings. Pension Credit is separate from your State Pension. You might get extra help if you’re a carer, severely disabled, or responsible for a child or young person. NCC is working with Age UK Northumberland and Citizen’s Advice Northumberland to provide residents with further information and offer help to apply for Pension Credit. Age UK N’land: 01670 784800 / Citizen’s Advice N’land: 0808 278 7944. APPLY ONLINE: www.gov.uk/pension-credit/how-to-claim APPLY BY PHONE: A friend or family member can call on your behalf. 0800 99 1234</p>	
6.	Inspections - Longhoughton Playing Field/Footpath: JT reported that the grass on is well-managed. JT enquired if some wild flowers could be sown in the area nearest the road? To be picked up at the next meeting when JT is in attendance.	JT
7.	<p>Matters Arising</p> <p>a) NCC LTP Programme 2025-26 The top 3 priorities were agreed as follows. Proposed BE, 2nd PM, all agreed:</p> <ol style="list-style-type: none"> 1) Introduce a 20 mph speed limit on Beach Road in Longhoughton. 2) NCC to undertake a review of the junction where Boulmer Road meets North End/B1339 with a view to making it safer for all road users. 3) Improve existing pavement from North End junction, Boulmer Road to RAF Camp. <p>b) Chair’s Matters Arising Paper (AH had been previously circulated a report)</p>	ET

Chairman: _____ Date: _____



<p>Chancel Place Tree Screening: AH had carried out a site visit and the planting that was done last March has not worked and there are whole areas which are devoid of any form of trees or shrubs. There is an enormous difference between the area that was planted 2-3 years ago and the area that was planted last March. WP forwarded to the PC an email from Robert Wilson, Planning Enforcement Officer dated 16/10/24 in response to the PC's complaints. Robert Wilson advised he is regularly involved in progressing this case. Landscaping is a specialist field and was approved under consultation with NCC's Ecology tea and he is progressing dialogue between the developer and NCC's Ecology Team. The developer has scarified the site and would be overseeding, then in Oct/Nov, the team will be back out to undertake any of the planting required. NCC Ecology was happy with this approach and have agreed a site meeting in Summer 2025 to review things on site.</p> <p>PC Bank Account: AH yet to progress adding HH as signatory.</p> <p>Grant of Dispensation/Leave of Absence: CG to return to duty in November.</p> <p>David Smith, MP: Meeting now to be held on 29/11/24 at 10.00am at LCSCT. AH/PM/BE to attend.</p> <p>Road Signage: JT reported again no action so far on the faded road markings he had reported via FixMyStreet. WP had advised that refreshment of road markings needs to be requested by the PC and that the work is not done by NCC but by an outside contractor team who do various areas in Northumberland in order of request. It may take several weeks/months for Longhoughton to be done as there are 3,700 miles of road in Northumberland, so the work won't be done immediately. JT had also requested double yellow lines on Eastfield. The PC determined this would need to be discussed when JT was in attendance but concern was raised whether this was required and if NCC would reject the request anyway.</p> <p>Boulmer Road Pavement: NCC are to refurbish the pavement from the 30mph derestriction sign East of the RAF Camp to almost the 30mph sign for Boulmer.</p> <p>Howick Pavement: No update on the report via NCC's Fix My Street to cut the grass/weeds back on the pavement from Howick Hall towards Seahouses Farm. Pavement from Howick Hall to the turning to Howick Village. Chris to report.</p> <p>Youth Strategy for Longhoughton: CT has offered to lead this activity for the PC It was agreed a working party sub-group of the PC to be set up initially and to review the constitution once set-up. Proposed OM, 2nd PB, all agreed.</p> <p>Lacey Street CCTV Recording: AH to request a summary of the conclusions of the CCTV recording from Robin McCartney. It was noted there have been no issues/complaints raised about parking on lacey street and that the Running Fox include in all their correspondence with visitors about where to park.</p> <p>Quarries Liaison Group: The next meeting will be held on Friday 8/11/24</p> <p>Police Liaison Meeting. A meeting is being arranged for Wednesday 11/12/24.</p> <p>Liaison Meeting with RAF Boulmer: This will take place on 30/10/24. Development of the Community Hub will be discussed with the Commander at this meeting.</p> <p>Speedwatch: PM advised he is awaiting confirmation from Northumbria Police as to all stages of process under which Speedwatch letters issued.</p> <p>VMS Sign: No further information as to installation date.</p> <p>Beach Road: No response has been received from NCC re the speed of traffic. However, a request for 20mph has now been submitted as part of the LTP 2025-56.</p> <p>NHS Health Checks: These are available on 14/11/24 between 4pm-7pm at LCSCT. Wellbeing Walks: These will start on 8/1/25 and will be publicised in the December Newsletter. There will also be a questionnaire included with the Newsletter. The PC agreed to contribute 50% towards the costs of the questionnaire at a cost to the PC of £42.00. Proposed PB, 2nd BE. All agreed.</p>	<p>AH/PM/ BE</p> <p>CT</p> <p>CT</p> <p>AH</p> <p>PM</p>
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Chairman: _____ Date: _____



	<p>Boulmer Car Park: No further updates and nothing happening on site from NCC. ET confirmed the signed Deed of Surrender had been returned to N'land Estates' Solicitors. Now the lease has been signed over, maintenance and responsibility for the car park has been handed over from the PC to NCC. The PC to write to NCC to flag.</p> <p>Proposed new car park next to Boulmer Village Hall: Still waiting for NCC to submit a planning application.</p> <p>Parish Council Vacancies: ET confirmed the PC can co-opt to both vacancies in Longhoughton and Boulmer wards. To be included in the next Newsletter.</p> <p>Fixed Asset Check: ET had organised for the seat in Boulmer underneath the Noticeboard to be removed by Multiutilis. Works yet to be carried out. Multiutilis to also be asked to clean the noticeboard glass.</p> <p>Boulmer replacement Stobs: AH has investigated plastic stobs (instead of wooden stobs) but nothing suitable found yet. PB was concerned about installing plastic in an AONB anyway. AH to speak to AONB to see what they suggested/recommended.</p> <p>Residents Parking Sign: AH confirmed the damaged sign had been resolved by a resident and no further action was required.</p> <p>Bike Racks for Boulmer: PM had investigated options and loop racks similar to the ones installed at LCSCT would be the best option. It was agreed to wait until NCC took over maintenance of the car park and to then submit a request for NCC to install and maintain the bike racks.</p> <p>Grit Bin in Carey Place: LR has actioned this as the damaged bin is MOD owned.</p> <p>Crime and the Fear of Crime: AH confirmed Northumbria Police have been invited to promote Neighbourhood Watch at Thursday Together.</p> <p>Post-decision Review of 24/00590/FUL: AH confirmed Rob Murfin, NCC Director of Planning had received the PC's comments and had defended the planning decision.</p> <p>Annual Town & Parish Councils Conference: AH attended and in advance asked a question about NCC's policy on Quiet Lanes, which has not yet been answered formally. The Conference was OK, the emphasis was on the priorities of Parish Councils in relation to the budget for 2025/26. Prior to the Conference there were various staff groupings to consult with, which was helpful.</p> <p>9 Parishes Meeting: AH attended. It was useful to hear issues being raised by PCs.</p> <p>AMG Prescription Pick-Up: Need to publicise this service and get it better used.</p> <p>Ways of Working: HH yet to circulate a report on the meeting held on 23/9/24.</p> <p>Gifts at Christmas: Over the last few years the PC and other local organisation have given a gift at Christmas to residents who fall into the following categories: housebound, bereaved, elderly and unwell, elderly, frail and live alone, unexpected bad health. Last year 53 gifts were given at an average cost of £9.30. At Christmas 2024 it is proposed to again give gifts to the residents who qualify with the above categories. A fund of £600 is required. BE proposed the PC gives £100. 2nd PB. All agreed. Parish Councillors to make AH aware of residents applicable.</p> <p>Thursday Together: Last year the PC paid the LCSCT hire fees for the Thursday Together weekly sessions between December-March. This year AH advised a grant has been applied for elsewhere and it is hoped the PC need not contribute again.</p> <p>c) PC Policies & Procedures Review The Data Consent Form / Data Protection Policy / Disciplinary Procedure / Freedom of Information / General Privacy Notice / Grievance Procedure / Info Technology Usage / Small Grants Policy had been reviewed and it was agreed to adopt them all again with no amends. BE proposed they are adopted again, 2nd PB. Now all the Policies and Procedures had been reviewed and adopted, ET to update and send to CT for uploading to the website.</p>	<p>AH/ET</p> <p>AH/CT</p> <p>ET</p> <p>AH</p> <p>ALL HH</p> <p>ALL</p> <p>ET/CT</p>
8.	<p>Reports for Discussion (all reports had been previously circulated by AH/PB)</p> <p>a) Neighbourhood Plan Update:</p>	

Chairman: _____ Date: _____



	<p>A meeting was held with N'land Estates on 24/9/24 about the sites in the Parish that are being allocated for housing and the possible level of affordable housing. The discussion was productive but much detail is still to be resolved. A copy of the draft section on Housing has been sent to NCC for review prior to the formal submission of the Submission Plan. Jo-Anne Garrick has submitted her quote (£2,750) for the final stages of plan development and approval. The query raised by Sport England over NDP proposals for the Old Recreation Ground will hopefully be soon be resolved.</p> <p>b) Longhoughton Update: It was noted that the footpath from the Bridge to the Beach was now open for public use at no cost to the PC. Thanks were extended to Howick Estates who had organised a grant to fund the works.</p> <p>c) Boulmer Update: No further updates.</p> <p>d) Howick Update: No further updates.</p>	
9.	<p>Correspondence</p> <p>a) NCC – Thriving Together Newsletter Sept Edition #2 and Oct Edition #1 - noted</p> <p>b) NALC ENews – September - noted</p> <p>c) NCC - Environment & Transport Who's Who and Elections Documents - noted</p>	
10.	<p>Parish Financial Matters:</p> <p>a) St John Ambulance (Summer Fete) - £171.60 - agreed</p> <p>b) LCSCT (Annual Insurance Contribution) - £985.19 - agreed</p> <p>c) LCSCT (Meeting Room Hire: AMG Prescriptions September) - £64 - agreed</p> <p>d) Clerk (September Wage) - £446.80 - agreed</p> <p>e) HMRC (PAYE) - £104.60 - agreed</p> <p>f) Adrian Hinchcliffe (Printing Costs Boulmer Letters) - £9.60 - agreed</p> <p>g) SLCC (Annual Subs) - £144 - agreed</p> <p>h) Forvis Mazars LLP (External Audit) - £378 - agreed</p> <p>i) Northumberland Accountants (Payroll) - £66 – agreed</p> <p>j) NCC (3 extra grass cuts) - £957.41</p> <p>k) NCC (Longhoughton Playing Field grass and hedge cut) - £1,053.10</p>	
11.	<p>Plans:</p> <ul style="list-style-type: none"> 24/03424/FUL – demolition of existing property and erection of new dwelling with detached double garage and storage above – Braemer, Beach View, Boulmer – no objections 	
12.	<p>Matters for Information/Next Agenda:</p> <p>It was RESOLVED to exclude the press and public from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion were confidential. Proposed PB, 2nd BE. All agreed. The public meeting closed at 9pm.</p>	
13.	<p>Date of Next Meeting: Next meeting 7.30pm - Monday 21 October – LCSCT Westfield Park.</p>	ALL

The meeting ended at 9.30pm.

Chairman: _____ Date: _____