



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

Present: Cllrs Hinchcliffe (AH) (Chair), Bromley (Vice Chair) (PB), Barras (JB), Ellis (BE) & Green (CG).

In attendance: 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>Monthly Parish Meeting</u>		
<u>Minutes</u>		<u>Action</u>
Members of the Public - Questions: There were no members of the public present.		
1.	Apologies for Absence: Cllrs Bradshaw (CB), Thomas (CT), Aimee Passmore (RAF Representative) and County Councillor Wendy Pattison. It was noted that due to work commitments, David Hindson had decided to resign from his position as Parish Councillor. The PC wished to thank David for his involvement on the Parish Council, especially his help and contribution towards social media and keeping the website up to date. In addition, due to being unable to attend regular meetings, Katie Middlemist had fallen foul of the 6 month rule and her position had automatically become vacant. The PC wished to thank Katie for her involvement on the Parish Council. ET to notify NCC accordingly and the 2 vacant positions for Longhoughton Ward to be advertised. ET flagged the need to fill the roles that David Hindson had undertaken: Playing Field checks and Social Media/Website	ET
2.	Approval of the Minutes of the Meeting held on Monday 17 October 2022. The minutes were approved as a correct record.	
3.	Actions from Last Minutes (unless an agenda item) Newsletter: AH advised he and CT were working on a separate detachable sheet for the next newsletter providing contacts/advice on what to do in the event of bad weather.	AH/CT
4.	Declarations of Interest: AH is Secretary and Trustee of LCSCT and the applicant for planning application 22/03957/FUL and will not be involved in any discussions or discussions involving that planning application. AH also declared an interest in the paper he’d produced on the Energy and Cost of Living Crisis, reported in minute 7(b).	
5.	County Councillor Wendy Pattison – Northumberland County Council Update WP had circulated a report prior to the meeting. Northumberland Fire & Rescue Service: provide free safe and wellbeing visits and smoke alarms. If you wish to apply for a Safe and Wellbeing Visit, call 01670 621149. Ageing Well: a scheme to ensure Northumberland is a good place to grow older. Ageing Well runs a series of seasonal roadshows throughout the year and offer an opportunity for older people to come along to find out what is going on in Northumberland to benefit older people. We also have an Ageing Well Network which is a Countywide information sharing network which meets four times a year. If you would like more information, please contact: ageingwellnetwork@northumberland.gov.uk	
6.	Inspections - Longhoughton Playing Field/Footpath: No issues flagged/reported. CG volunteered to take over responsibility from David Hindson for the monthly checks.	CG
7.	Matters Arising a) Chair’s Matters Arising Paper: A report had been previously circulated by AH:	

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<p>Honorary Freedom of the Parish: the presentation to Eleanor Phillips took place on 20/9/22 at LCSCT. 30 people attended including several Parish Councillors.</p> <p>Discon/Varyco Planning Applications: AH to progress this with Rob Murfin.</p> <p>Northern Powergrid: An enquiry has been sent to AONB re a scheme of undergrounding overhead cables in the southern area of Longhoughton. AH to suggest Longhoughton Road and possibly South End.</p> <p>Longhoughton Quarry: The Quarry has been contacted about taking forward the Liaison Group. AH to progress.</p> <p>Books By the Sea – Boulmer: The PC has made a contribution of £100 towards the costs of establishing the 'Books By the Sea' library which is pending installation. There may be minimal additional costs for construction materials. A request is being made to NCC for permission to place it on the road side.</p> <p>Proposed New Boulmer Car Park: No response has been received from Glen Sanderson or any Officer of NCC. WP has advised the project is now being moved forward by Councillor John Riddle (Chair of the appropriate committee) and a planning application may be put in. It was agreed AH to contact John Riddle.</p> <p>Existing Boulmer Car Park: A complaint was received about the state of the car park and the reply from AH circulated. The entrance to the car park is in a bad way. A sign is on order advising usage of the car park is at the vehicle owners own risk. However, it was agreed that the state of the car park was in such poor repair that either the car park needed to be closed or the PC should bear the costs of a final repair (before hopefully NCC take over management and responsibility). It was agreed as its winter and any closure would affect locals more than tourists, the car park should be repaired as a temporary fix. This would be the last fix and if transfer of responsibility to NCC isn't forthcoming and the car park falls into a similar state of disrepair in the future, then it was agreed the car park would have to be closed. Proposed BE, 2nd JB. All agreed. It was agreed AH to obtain quotes with an anticipated spend of approx. £2-3k. The decision to be included in the next newsletter.</p> <p>Lacey Street Parking: On 7/11/22AH, PB and CG met Kris Blackburn, Running Fox. To discuss parking issues and possible solutions. Kris Blackburn had obtained a quote for the creation of additional parking spaces for £6k but which only created a further 2 parking places, which wasn't viable. N'land Estates were unable to help with this cost. It was agreed that next steps is to call a meeting with Lacey Street residents to discuss the report produced by the PC and the NCC CCTV report. AH/PB and CG to progress. It was agreed the PC would cover the cost of room hire at LCSCT.</p> <p>Community Speedwatch: 3 residents have put their names forward for the Speedwatch scheme and all have been invited to put their names forward to the Police.</p> <p>HMRC Payroll: ET confirmed N'land Accountants had back-dated all previous nil returns and were liaising with HMRC re the fines. An interim invoice from N'land Accountants had been received for payment.</p> <p>b) Energy/Cost of Living Crisis: A report written by AH had been previously circulated. In view of the proposals in the paper AH felt that he had a conflict of interest and therefore handed the Chairmanship of the meeting over to the PB for this item. It was agreed and recognised the PC has a responsibility for understanding the impact of this crisis on residents and to do what it can to organise facilities that will benefit residents, especially the vulnerable. A joint project between the PC and LCSCT was proposed, aimed in the short term at providing facilities at LCSCT for residents to benefit from warmth, hot food, the company of others, mobile phone charging, free WiFi and in an emergency it can also offer showers - effectively an extension of LCSCT's warm hub status and facilities. It was agreed that the PC would pay for the immediate rental of LCSCT for all extended winter</p>	<p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH</p> <p>AH/PB/CG</p> <p>ET</p>
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	<p>warm hub activities which are a community resource. AH confirmed CAN has offered to pay for the energy costs of the extended warm hub activities and a grant to cover the food costs would be sought. Room hire costs were anticipated at up to 6 hours per week - £240 pcm x 5 months (Dec-April) – approx. £1,200 but only the hours used would be charged. Proposed BE, 2nd JB. CG and PB in agreement with AH not voting due to conflict of interest.</p> <p>A second and longer term part of the proposals include the appointment of a part-time worker on a temporary contract to co-ordinate activities and facilities across the site and undertake development work to further identify and meet the needs of the community, especially the elderly. The site is especially busy with typically over thirty bookings each week for the accommodation and the Astro-turf pitch and the Trust is managing some significant projects to improve the facilities it offers and its sustainability. All this is being managed by volunteers. It was noted that LCSCCT anticipates making an application to Awards For All in December 2022 to part fund the part-time post with the intention of the post starting from 1st April 2023. It was that the PC offer LCSCCT a one-off grant of £10k split £5k this financial year (2022/23) and £5k next financial year (2023/24) to facilitate the appointment of the part-time officer on the understanding that the PC better understands how the relationship with the part-time employee will work and in the longer-term that the objectives are agreed by the PC and the work programme comes to the PC for approval. How this is achieved will be the subject of further more detailed discussions. This was proposed PB, 2nd CG. JB and BE in agreement with AH not voting due to conflict of interest.</p> <p>It was also agreed the PC would continue the sponsorship of the Xmas Box delivered to elderly residents who are alone, recently bereaved or vulnerable, which was started last year, with a donation of £100. Proposed CG, 2nd JB.</p> <p>c) Precept 2023-24 and Income/Expenditure Estimates: A report had been previously circulated by AH/PB. The precept to be agreed at the January meeting but an initial suggestion by BE was the precept be increased by 10% in line with inflation which would be an increase of approx. £3.50 per household per annum.</p> <p>d) Holiday Lets – Voluntary Contributions: A report had been previously circulated by AH. The report stated that 95.7% of properties in the Parish were paying Council Tax and this is the highest of all Parishes in the AONB. This means that there are 34 properties that are classed as holiday lets and are subject to Business Rates. However of those only 12 do not pay any Business Rates. It was unanimously agreed that this is a very small number and asking for voluntary contributions will involve a considerable amount of administration and a possible income of only £660. It was agreed this should be reviewed annually.</p> <p>e) Recognition of Volunteers: A report had been previously circulated by AH. It recognised that our community would be impoverished if it was not for the contribution made by volunteers. Volunteering, and the benefit that is derived by the recipients and the community, is not always known or publicised. The Parish Council wholeheartedly encourages volunteering and recognises that it should be taking the lead in encouraging and celebrating those who volunteer and the benefits that are generated for others. It was agreed the PC will launch a scheme that enables individuals and community organisations to be recognised for the benefits that they create by volunteering. The scheme will invite members of the community to nominate individuals or organisations for their voluntary contributions. Those nominated could be invited to a special ‘thank you’ event put on by the PC or recognition could be that their names are entered in the Community Newsletter along with a description of what they have done. There may be a need to have some form of panel to assess the contributions of those nominated. One exception</p>	<p>ALL</p> <p>AH</p>
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	<p>would be Parish Councillors (who are all volunteers) as it would be wrong for the PC to promote a scheme and allow its own Councillors to be nominated in their role as Parish Councillors. This scheme was unanimously agreed. AH to progress.</p>	
<p>8.</p>	<p>Reports for Discussion A report had been previously circulated by AH/PB.</p> <p>a) Parish 4 Year Plan: Plan to be updated and circulated in January 2023.</p> <p>b) NP Update: The Pre-Submission draft of the NP is now in draft and will now be considered in detail by the Steering Group. Once approved the document will be ready for a formal consultation with residents and other bodies. The views and comments received will be analysed and the Steering Group who will then decide on any alterations to the Plan. Once updated, the updated version will not be subject to further consultation. The final submission draft plan will then be submitted to the PC for approval and then be sent to NCC along with supporting documents a consultation statement and basic conditions statement. NCC will review and consult with the statutory consultees. NCC will collate any comments received and send them to the independent examiner. The Examiner will consider the comments received and check that the plan meets the legal tests and will then issues a report to NCC who will make the changes to the plan (if they agree with the examiner’s recommendations) and organise the referendum.</p> <p>c) Longhoughton Update: Howick Burn Permissive Route and New Bridge: An update has been requested from Howick Estates on a date for tree-clearance. As yet, there is no firm date, but when one is given the PC will be informed. Traffic Review: Despite being informed that the PC would have a copy of the report by the end of October 2022, there is still no report, although a draft has been circulated in confidence to the Chairs of Parish Councils in the AONB. An e-mail has been sent to AONB asking for clarification but no reply has been received. Lacey Street: See 7a) above.</p> <p>d) Boulmer Update: Boulmer Car Parks: See 7a) above. Illegal Parking - Vehicles are occasionally being parked illegally on the track at the north end of Boulmer near the locked gate. Should an emergency arise they are blocking access. This will be passed to the Police at the next liaison meeting. Walkway to Bowmere – WP/AH reviewed together the deficiencies in the walkway through from Beach View to Bowmere.</p> <p>f) Howick Updates: No major updates.</p> <p>g) Green Routes Update: Tom Allen and Ernie Harpur have become active with the project to extend the Aln Valley Cycle way the remaining mile into Hipsburn Station. Once this is complete it will be an excellent green route from the railway station to Alnwick and will avoid cycling or walking on the very busy and narrow A1068.</p> <p>h) AONB Organisation and Representation: AH attended both the AONB Partnership meeting on the 3/11/22 and the PC Chairs meeting on 8/11/22. The Consultants who are working on the Visitor Travel and Parking Strategy gave a short presentation on progress. When the report is finalised it will need to go out to Consultation and key stakeholders such NCC will need to back the strategy. The principle coming through is that all existing car parking in the AONB must charge to generate revenue for developing sustainability. At the level of ‘place’, the report will include suggestions on how to deal with the long cul-de-sacs such as Low Steads. An interesting fact was given out that 95% of visitors coming to the AONB do so by car. An update was given on the development of the Design Guide for rural roads</p>	

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	<p>and the public realm. This is nearing completion. It was said that Longhoughton will be used as a case study for first implementation.</p> <p>i) Report from the Northern Powergrid Meeting: Paul Glendenning of Northern Powergrid talked about the improvements that have been made since Storm Arwen. Northern Powergrid’s website can now handle 30,000 concurrent enquiries and they have a much improved system for knowing which properties are off supply and when they are likely to be back. In the field many of the mobile phone masts that went down when the electricity supply failed now have battery back-up. He encouraged householders to fit smart meters for Northern Powergrid receive a message when the supply fails. The Northern Powergrid Foundation was mentioned. This is a fund of £7.5m and they are inviting applications for schemes, such as generators, to give improved resilience should the power supply fail. LCSCCT to make an application. Residents ,where appropriate, were also encouraged to complete a Priority Service Register application.</p>	
9.	<p>Correspondence</p> <p>a) Post Office Ltd – amendment to mobile Post Office time - with effect from Friday 25 November new time of 2.15pm-3.15pm at North End, Longhoughton. Noted.</p> <p>b) NCC – Consultation re NCC (Dog Control) Public Spaces Protection Order – extension by a further 3 years to 30 January 2026. Noted.</p> <p>c) AONB – Coastal Views Newsletter – noted.</p> <p>d) NCC – Update on Recycling - noted</p> <p>e) Maureen Shepherd – complaint re Boulmer Beach Car Park – AH responded.</p> <p>f) NCC - Cost of Living Support – noted.</p> <p>g) NCC Parish/Town Meeting – January 2023 – AH/PB to attend.</p> <p>h) James Souter re Longhoughton Hall Planning Application – noted.</p> <p>i) MacMillan Mighty Hike – 15 & 16 July 2023 – noted.</p> <p>j) NCC – Community Preparedness – noted.</p> <p>k) James Forsyth – Beach Road – noted.</p>	
10.	<p>Parish Financial Matters:</p> <p>a) Emble Arts (Boulmer Books by the Sea) - £100.00 – PAID</p> <p>b) NCC (Maintenance Longhoughton Playing Field) - £1,022.15 - agreed</p> <p>c) Parish Clerk (Wages Oct-Dec) - £779.37 - agreed</p> <p>d) HMRC (PAYE) - £673.01 - agreed</p> <p>e) Zoom (Annual Subs) - £143.88 – agreed</p> <p>f) N’land Accountants (Payroll) - £375 – agreed</p> <p>g) Greenfingers (Boulmer Grass) - £108 – agreed</p> <p>h) LCSCCT (Xmas Box Grant) - £100 - agreed</p>	
11.	<p>Plans:</p> <p>a) 22/03434/FUL – retrospective cladding - 4 Bowmere, Boulmer, NE66 3DA – no objections</p> <p>b) 22/04023/FUL – garage conversion into self-contained holiday let and alteration to outbuildings - 8 South End, Longhoughton, NE66 3AW – just received.</p> <p>c) 22/03957/FUL – conversion of changing rooms to multi-purpose room – LCSCCT Westfield park, Longhoughton – just received.</p>	
12.	<p>Matters for Information/Next Agenda:</p> <ul style="list-style-type: none"> • Precept 2023/24 	
13.	<p>Date of Next Meeting: 7.30pm Monday 16 January 2023 – LCSCCT Westfield Park.</p>	ALL

9.45pm the meeting ended.

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