

# ROTHBURY PARISH COUNCIL

Minutes of an ordinary meeting of Rothbury Parish Council held on Wednesday 10<sup>th</sup> July 2024 commencing at 7pm in the Dovecote Room Jubilee Institute

**Those Present:** Cllr Colquitt (Chairman), Cllr Mrs Arkle, Cllr Mrs Dawson, Cllr Old, Cllr Devlin, Cllr Sutton, Cllr Milne, Cllr Gordon

**In Attendance:** C Miller (Clerk/Responsible Financial Officer), D Nicholson (Council Development and Support Officer), two members of the public

**RPC/134/24**                      **Apologies for absence**  
Cllr Bridgett

**RPC/135/24**                      **Declaration of Members Interests**  
There were no Declaration of Members Interests.

**RPC/136/24**                      **Chairman's Opening Remark(s) (for information)**  
Chairman reminded all to be on topic, respectful and constructive. An email had been sent to Cllrs from an individual not using their own name, and appearing to be running their own agenda. Clerk had advised Cllrs not to respond to the email.

**RPC/137/24**                      **Approval of Minutes of previous meeting held 12<sup>th</sup> June 2024**

**RESOLVED:**  
Members agreed the minutes of the previous meeting held 12<sup>th</sup> June 2024 were a true record.

**RPC/138/24**                      **Garden/village maintenance and related issues**

**RPC/138/24/01**                      **Monthly gardening report. Members are asked to consider report and issues arising**  
Boulders around Turks Head continue to be hit. Repair work actioned earlier in the year had been destroyed due to vehicles driving over the kerbed edging.

**RPC/138/24/02**                      **Waste bin at Ladies Bridge. Members to receive update relating to request to County Council to empty a bin in the area**  
No update received.

**RESOLVED:**  
Chairman to request update from Cllr Bridgett.

**RPC/138/24/03**                      **Inspection of diseased cherry tree, Armstrong Cross. Members to receive report.**  
Inspection report advised two trees were suffering from cherry leaf spot which does not appear until trees come into full leaf, after they have blossomed. If this becomes an annual problem, which is unlikely, treatment options can be looked at.

**RPC/138/24/05**                      **Pedestrian Crossing. Members to receive update regarding cabling from stanchion at Armstrong Cross green to connect belisha beacons**

County Council had advised they were to take the feed from the control box which powers the street lamp to the side of Newcastle House. The original proposals were to tap into the stanchion at Armstrong Cross.

**RPC/138/24/06**      **Rospa inspection report, Addycombe Play area. Members to receive annual report and consider issues arising.**

Report had indicated the corner drain within the play area should be monitored, due to it being a slip and trip hazard.

**RESOLVED:**

Clerk to forward ROSPA report to County Council.

**RPC/138/24/07**      **Rospa inspection report, Bike Track. Members to receive annual report and consider issues arising.**

**RESOLVED:**

Clerk to arrange site meeting between Council and M Evens to consider issues arising from the report.

**RPC/138/24/08**      **Litter bin riverside. Members to consider replacement litter bin near to Youth Shelter.**

Bin on foot path near to road bridge had been partially damaged. Gardeners currently constructing surround to house wheelie bin at Youth Shelter.

**RESOLVED:**

Damaged bin to be removed in due course.

**RPC/138/24/09**      **Request from allotment tenant to have a small controlled fire on the plot. Members to consider the request.**

Allotment tenant had requested permission to hold a fire. Some organisations do allow fires between November and March, however pollution, nuisance, and materials should be taken into account, and gardening debris composted. Clerk had contacted local fire brigade for advice. It is permissible to build a bonfire on private land, leaving at least 18 metres distance from buildings, trees, electrical items and telephone lines. It would be courteous to inform the local fire brigade when arranging a bonfire.

**RESOLVED:**

After discussion Members agreed not to allow bonfires at the allotments.

**RPC/139/24**      **Planning**

*Public comments can be submitted via Northumberland County Council website:*

*Northumberland.gov.uk/Planning.aspx or via post to: Development Control, County Hall, Morpeth, NE61 2EF*

**RPC/139/24/01**      **Planning Applications received**

- 24/02023/LBC & 24/02022/FUL: 1 Church Street – Replacement frames and roof to conservatory, replacement windows & installation of cladding to rear elevation – no objections.
- 24/02005/FUL: Land North of Burnfoot Cottage Craggside – Replacement of existing septic tank with new package treatment plant – no objections.

**RPC/139/24/02**      **Coquetdale Neighbourhood Plan. Members to receive update.**

Clerk reported Alwinton Parish Council had provided minutes confirming agreement to be included in the plan. Hollinhill Parish Council were still to confirm.

**RPC/139/24/03 Approval of Planning Application received:**

- 24/01067/LBC: Bridge Street House, Bridge Street – Listed Building Consent for provision of overhead fed, full fibre connection
- 24/01396/FUL: 6 Simonside View – proposed two storey extension to side/rear

**RPC/139/24/04 Notice of Tree Preservation Order made by Northumberland County Council**

- Land at 9 Cragside View Tree Preservation Order 2024 (No 01 of 2024)

**RPC/140/24 Finance**

**RPC/140/24/01 Virement of funds. Members are asked to approve transfer of funds of £1,000 from Unforeseen Budget (4290) to Meeting Room budget (4090), required to cover cost for additional meetings during 2024/2025.**

**RESOLVED:**

Members agreed to the virement of funds.

**RPC/140/24/02 Virement of funds. Members are asked to approve transfer of funds of £1,000 from Unforeseen Budget (4290) to Tree budget (4300), required to cover cost of tree removal, All Saints Churchyard.**

**RESOLVED:**

Members agreed to the virement of funds.

**RPC/140/24/03 Payments. Members are asked to approve the following payments. Chairman is asked to consider and sign the approved schedule against payments to be made.**

<b>PARISH COUNCIL BANK ACCOUNT</b>				
<b>PAYABLE TO</b>	<b>DETAILS</b>	<b>AMOUNT (GROSS)</b>	<b>NETT</b>	<b>VAT</b>
Glasdon	Litter bin, Addycombe play area	£303.16	£242.63	£50.53
UCCT	May shoppers bus	£80.00		NIL
Jubilee Institute	Additional meetings, May 2024	£95.00		NIL
R&D Edmondson	Gate bands, bolts, nuts, washes, pins for wheelie bin surround repair	£17.72	£14.77	£2.95
Worknest	HR Support March 2024	£240.00	£200	£40.00
Redeswood Tree Surveying	Cherry tree inspection Approximate cost £60 for one tree, two trees looked at with additional charge of £30	£90.00		NIL
Employee/HMRC/NEST	Salary PAYE	£1106.88		NIL

	Pension	£1028 (£480.17 to be re-charged to burial account) £150.26		
Parish Council Websites/BWP Creative Ltd	Annual website hosting and support	£216.00	£180.00	£36.00
Playsafety Ltd	Annual inspection Addycombe Close Play Area	£93.60	£78.00	£15.60
	Annual inspection Bike Track	£312.00	£260.00	£52.00
M Evens	June Village Maintenance Expenses	£2200 £74.98		NIL
<b>BURIAL BANK ACCOUNT</b>	<b>DETAILS</b>	<b>AMOUNT (GROSS)</b>	<b>NETT</b>	<b>VAT</b>
R&D Edmondson	Stiga Park sit on, new bearings transmission belt, deck engagement belt	£207.18	£172.65	£34.53
	Further Belt renewal	£148.82	£124.02	£24.80
Northumberland County Council (via Portal Plan Quest Ltd)	Planning application fee for storage shed at Whitton Bank Cemetery	£216.50	£204.83	£11.67
Employee/HMRC/NEST	Salary	£2038.34		
	PAYE	£1056.02		
	Pension	£145.75		
Youngs Electrical Contractors	PAT testing	£66.00	£55.00	£11.00
M Evens	June Maintenance Expenses	£800 £32.00		NIL

**RESOLVED:**

Members approved the payments.

**RPC/140/24/04**

**The following payments have been made as per Financial Standing Order 5.6: Continuing Contracts and Obligations. Members to note payments. Chairman is asked to consider and sign the approved schedule against payments made.**

<b>PARISH BANK ACCOUNT</b>	<b>DETAILS</b>	<b>AMOUNT (GROSS)</b>	<b>NETT</b>	<b>VAT</b>
Unity Bank	Bank interest	£18.00		NIL

<b>BURIAL BANK ACCOUNT</b>				
Eon	Electricity, cemetery	£2.10	£2.00	£0.10
Nest	Employee Pension (£117.21 to be recharged to Parish bank account)	£296.02		NIL
Spar, Shell Garage	Fuel, 17/6/24	£81.77	£68.14	£13.63
Ninette Edwards	Planning application, storage shed	£475		NIL
Lloyds Bank	Monthly charges, 10 <sup>th</sup> April to 9 <sup>th</sup> May	£7.85		NIL
Spar, Shell Garage	Fuel, 3/7/24	£68.64	£57.20	£11.44

Members noted the payments.

**RPC/140/24/05**      **Budget/actual spend figures and bank reconciliations. Members are asked to consider the most recent budget/actual spend figures for Rothbury Parish Council and Rothbury Parish Council (RJBC)**

**RESOLVED:**

Members agreed the most recent budget/actual spend figures and bank reconciliations were a true record.

**RPC/140/24/06**      **Members to receive acknowledgement of grant from Rothbury Traditional Music Festival**

Members noted the acknowledgment of grant from Rothbury Traditional Music Festival.

**RPC/140/24/07**      **Membership of National Association of Councillors. Members to consider becoming members for the fee of £25/Cllr per annum**

**RESOLVED:**

Members agreed to join the organisation.

Clerk to complete paperwork.

**RPC/140/24/08**      **Felling of Lime tree, All Saints Churchyard. Members to consider quotation(s) for work.**

Three contractors had agreed to quote, with two contractors returning prices.

**RESOLVED:**

Members agreed to accept the quote of £1600 from A McNiff.

Clerk to inform contractor(s) of decision.

**RPC/141/24**      **Traffic Management, Public Signage and information Boards Working Group. Members to receive update.**

Nothing to report.

**RPC/142/24**      **Parish Council Governance Review. Members to receive update.**

**RESOLVED:**

D Nicholson to meet with Chairman, Vice chairman and Proper Officer to agree priorities.

**RPC/143/24**

**County Councillor update. Members to receive update.**

No update received.

**RPC/144/24**

**Borderlands Place Programme. Members to receive update.**

The project would revolve around building a business hub. The intention is to cover a number of different requirements the town and community need, such as a starter hub, guidance, units, a museum and social housing specifically geared to youth. Extension of timescale for expression of interests 19/7/24. County Council Officer R Mckenzie leading on town centre improvements. A development trust would need established. The scheme does not include leisure facilities.

**RPC/145/24**

**Interactive Signage at Middle School. Members to receive update.**

Parish Council had previously agreed to cover the annual electricity charge. Clerk had approached EON regards arranging meter installation.

**RPC/146/24**

**Parish Council Sickness Policy. Members to consider adopting policy.**

**RESOLVED:**

After consideration Members agreed to adopt the policy.

**RPC/147/24**

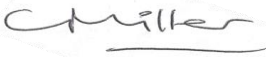
**To receive urgent items/items for next Meeting**

There was no urgent items/items for next meeting.

**RPC/148/24**

**Date of next meeting**

The next meeting of Rothbury Parish Council will be held on Wednesday 14<sup>th</sup> August 2024 commencing 7pm in the Dovecote Room, Jubilee Institute.



Claire Miller, Claire/RFO

The meeting closed at 730pm