

# Minutes for the Meeting of Embleton Parish Council

Monday 22nd February 2016 at 7.30pm

Methodist Church Hall, Christon Bank

**Chairman:** Terry Howells

**Present:** David Morgan, Raymond Carss, Neville Fawcett, Richard Manners, Richard Young, Georgina Armstrong, Adam Moody, Ray Imeson,

**Clerk:** Melissa Gilroy

**Attendance:** Cllr Kate Cairns (NCC)

**168. Declaration of interests:** None

**169. Apologies:** Gordon Coxon

**170. Confirmation of minutes of last meeting**

The Minutes of the 25<sup>th</sup> January 2016 were agreed as a true record.

**171. Matters arising from minutes of last meeting**

- **Transparency Fund Update.** Parish Clerk & Cllr. Armstrong have applied for a Transparency Fund totalling £454.76 for 2015-16. This amount is to cover the cost of a laptop, printer / scanner, hard drive and Microsoft Office. Further funding to be applied for in 2016-17 to cover website development once Northumberland Association of Local Councils (NALC) have established the format, timetable and costs for the portal.
- **Charges for Board on Village Green.** Annual donation of £100 towards the upkeep of the village green, all businesses have agreed but Sambuca yet to confirm. Chairman to follow up.
- **Christon Bank Missing Signs & Stone Planters.** Chairman to follow up Stone Planters with NCC. Missing sign on Horsley Place – Cllr Young to speak to residents. Parish Clerk has consulted the Highways Department at Northumberland County Council (NCC) regarding the missing sign by the phone box and a new sign has been ordered.
- **You're Welcome Scheme.** The Church Parish Rooms have been accepted into the You're Welcome Scheme. Annual grant of £500 to help facilitate this to commence from 22<sup>nd</sup> February 2016. The Chairman to consult with Jan Applegarth regarding the continuation of the current funding that Embleton Parish Council (EPC) donate to the Parish Rooms.
- **Former Toilet Site Lease.** Parish Clerk has contacted NCC requesting a change to land usage on the Land Registry.
- **Village Volunteer Group.** Chairman contacted Gordon Brown the Chairman of Beadnell Parish Council for more details on their Village Volunteer Group. The group is a subcommittee initially set up by the Parish Council consisting of 6-7 members of the community. The group received some funding from their PC but are now self-financed. Organised village fund raisers include car boot sales and open garden days which help to raise funds to finance village seasonal events (Christmas tree and lights). Councillors agreed that a similar group would be beneficial for Embleton to

help organise the annual fireworks, bonfire and Christmas tree. Chairman to draft an article for the Whinstone Times to request volunteers to set up an Embleton Village Volunteer Group.

- **Signage at Dunstan Steads.** Iain Robson (NCC) has spoken to the National Trust, English Heritage and Golf Club who are in support of rationalising the signage at Dunstan Steads with consideration for their corporate guidelines. Iain Robson is working up some proposals as a starting point for discussion.

## 172. County Councillor's Report

- **Budget.** NCC have to cut £58 million from their budget over the next four years. This is on top of the £148 million cut since 2011. Council tax for local residents is set to rise by 16% over the next four years. 4% per year. This means that residents will still have to pay more and receive less.
  - **Free Central Heating.** Warm Up North has received a £6.5m government grant to install free central heating fitted to a number of homes without, or with only partial, central heating in the North East. The project, led by NCC, will help residents to improve the energy efficiency of their homes. To qualify, the applicant must be a private homeowner or have a private. Qualifying properties will have a gross income of less than £26,000 including any benefits. The full criteria are available at [www.northumberland.gov.uk/freeheating](http://www.northumberland.gov.uk/freeheating)
  - **Health Care Consultation.** Health and Care partners across Northumberland are working together to support the joining-up of services by creating a fully integrated 'primary and acute care system'. From 1st Feb the first phase of engagement activity to seek people's views about how they currently access services and what they would like to see improved. This activity will run through February and the online survey can be found on <https://www.surveymonkey.co.uk/r/NorthumberlandVanguard>
  - **Drains at Christon Bank.** Aim Range have been working on the drainage issues at Christon Bank. All the gully's have been cleaned and jetted also the main highways drain has been jetted and root cut. Everything is running now and all seems well.
  - **Stone Bus Shelter.** (See Agenda Point 180).
173. **Field Next to Embleton Playpark.** Response received from the resident that raised concern regarding the unkempt appearance of the PC field (bonfire site) behind the playpark was feedback to Councillors. Vice Chairman to oversee the clear up of the PC field with assistance from Cllr Manners & Cllr Young.
174. **Northumberland LED Street Lighting Project.** Between March 2016 and Nov 2017 the street lighting across Northumberland is being modernised in a £25m investment programme. PC's have the opportunity to influence the style, colour and usage of these street lights within their own Parish. Parish Clerk to contact the Locality team at NCC to request examples of the style of street lamps available within the scheme. For discussion at the March PC Meeting.
175. **Financial Regs & EPC.** In February 2016 NALC circulate the Parish Council Financial Regulations Model put together by National Association of Local Councils. Chairman & Parish Clerk reviewed the document and have since received guidance from David Francis (NALC) that the content of the Standing Orders model proposed by NALC and adopted by EPC is sufficient to cover the Financial Regulations. Councillors agreed to make no changes.
176. **Recycling Layby North of Embleton.** No Fly Tipping sign erected at the site. No further rubbish in the surrounding fields to report. The onsite wheelie bin does not have a lid. Parish Clerk to feedback to Bill Pringle (NCC) and enquire about the requirements for a waste litter bin at the site and the possible removal of this.

**177. F/T Youth Worker Assigned to the Local Area.** Update provided by Cllr Morgan. A F/T Youth and Family Worker position has been advertised to cover the local area from Bamburgh to Craster (including Christon Bank), church funding has been provided for two years for the position. Local support could include training, pastoral care and activities such as youth drop ins and mother & toddler groups. Once an appointment has been made Parish Clerk to invite the new Youth Worker and George Scott to a PC meeting to brief Councillors in June / July 2016.

**178. Ratification of EJBC Terms of Reference.** All Councillors agreed the Terms of Reference for the Embleton Joint Burial Committee (EJBC).

**179. Contribution for Collection – David Francis.** Councillors agreed a personal donation of £2 each towards the collection for the retirement of David Francis (NALC). Chairman to collect the funds and Parish Clerk to issue a cheque to NALC.

**180. Homes for Northumberland.**

- **Stone Bus Shelter.** The dressed stone belonging to the old outhouses on the Quarry development earmarked for the new bus shelter is deemed suitable stone for the shelter. EPC have been quoted £950 to demolish the outhouses and remove the stone. NCC have requested a copy of the quote. Chairman to discuss further with the Neil Turnbull (NCC) at the Quarry site visit on 23<sup>rd</sup> February 2016. Cllr Cairns raised the concerns discussed at NCC regarding the siting of the shelter and the safety and poor visibility within enclosed stone bus shelters. Discussions ongoing. Cllr Cairns has also been approached requesting a contribution from the Councillors Fund for the building of the new shelter. Chairman to update at the next meeting. Parish Clerk to update the local resident that raised a complaint with NCC in January regarding the current bus shelter.
  
- **Landscaping Requirements for Bank.** Cllr Manners checked the NCC plans and as a result an alternative planting proposal has been drawn up. Councillors approved the letter drafted up by the Chairman summarising the proposals, letter to be presented to Neil Turnbull (NCC) at the Quarry site visit on 23<sup>rd</sup> February 2016.

**181. Meeting Reports –** None to report.

**182. E-Mails Received.** None to report.

**183. Maintenance Issues**

- **Play Park Wall Repair.** Ongoing.

**184. Financial Matters.**

- Current Account Balance £8609.44 @ 14/12/2015  
(Jan Statement not received. Chairman / Clerk to chase up)
  
- Spent & Received since 30/11/15 - £542.62 (see Jan 16 Minutes)
  
- Spent & Received since 25/01/16
  - Clerk Wages & Expenses £333.84 (Nov & Dec 15)
  - HMRC £76.40
  - Creighton Hall £12.50
  - NALC Clerk Training £10.00
  - Chairman Travel Expenses £67.60
  - George Skipper - Prints £ 9.59
  - D Moody £800.00
  
- Cheques required
  - Clerk Wages & Expenses £363.36 (Jan 16)
  - HMRC £81.20
  - Christon Bank Methodist Church £10.00
  - T Howells (J Cockburn Bin Installation) £25.00

**185. Planning Matters**

- 16/00369/REM. Reserved matters application relating to planning application 13/02978/OUT - Details of temporary storage area (Condition 2), Modification of access (Condition 3), Visibility splays (Condition 4) and Surface water drainage (Condition 5) of the approval. Springfield 27 Christon Bank Alnwick Northumberland NE66 3ET. Expiry Date – Wednesday 2nd March 2016. NO COMMENTS

**186. Correspondence.**

- Parish Clerk sent a congratulatory letter to the N&N Society following their recent press release regarding Windfarms. This was recognised by the Society and acknowledged by Cllr Morgan at the meeting.
- Cllr Morgan requested that the Chairman drafts an article for the Whinstone Times to make local residents aware to the Central Heating Grant currently available to eligible households. An information leaflet has been put onto Embleton Notice Board to help raise awareness also.

**187. Embleton Joint Burial Committee (EJBC).** The minutes from the October 2014 EJBC Meeting were never circulated or approved by the three PC's. These have now been circulated and Chairman of EPC, Cllr Morgan, Cllr Moody and Cllr Coxon (via Chairman) have agreed that these minutes are a true representation of the meeting. At the February meeting the Chairman of EJBC (Cllr Fawcett) resigned, therefore the appointment of a new Chairman at the next meeting is required.

**188. Asset Register & Insurance.** Following the NFU meeting with the Chairman and Cllr Coxon, the NFU have since reported back that they are unable to insure PC's. EPC is currently covered by Zurich however Aviva have been identified as an Insurance company offering PC insurance. Chairman to contact Aviva and update at the March 2016 PC meeting.

**189. Risk Analysis.** Chairman has drafted and circulated the Annual Risk Analysis statement. Councillors have been requested to review this document and feedback any comments. To be discussed / agreed at the March 2016 PC Meeting.

**190. Agenda Items for Next Meeting.**

- Passing Bays towards Dunstan Steads.

**191. Time, Date and Venue of next meeting**

Proposed that the meeting should be held on Monday 21<sup>st</sup> March 2016 at 7:30pm in Creighton Hall, Embleton.