

Minutes for the Meeting of Embleton Parish Council

Monday 25th April 2016 at 7.30pm

Methodist Church, Christon Bank

Chairman: Terry Howells

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

Clerk: Melissa Gilroy

Attendance: Andy Dean, Community Action North (CAN), 1 member of the public.

- 217. Declaration of interests:** Cllr Manners agenda point 235 – Planning 16/00806/FUL. Demolition of existing barn and construction of two apartments over gymnasium pool leisure facility.
- 218. Apologies:** Cllr Kate Cairns, Northumberland County Council (NCC)
- 219. Confirmation of minutes of last meeting**
The Minutes of the 23rd March 2016 were agreed as a true record.
- 220. Andy Dean – Chief Executive CAN.** Mr A Dean gave an introduction and overview of CAN and briefed the Councillors on the of the roles and responsibilities of the various contacts within the team.
- 221. Matters arising from minutes of last meeting**
- **Christon Bank Missing Signs & Stone Planters.** Missing sign on Horsley Place – Cllr Young to speak to residents. Missing sign by the phone box on order. The option of ready-made wooden planters was discussed and photos of the Beadnell examples were circulated. Concerns were raised by Councillors about the longevity of wooden planters v's stone structures, therefore it was agreed to get some quotes from builders that have the required insurance to conduct the work. Chairman to action.
 - **Former Toilet Site Lease.** Clerk has completed and submitted documentation to Land Registry to complete the Transfer between NCC (then Alnwick District Council) and Embleton Parish Council (EPC). Once the Transfer is complete and a Registered Title is received the application for changing the usage of land may then be submitted.
 - **Signage at Dunstan Steads.** No further progress has been made by Iain Robson (NCC) regarding the rationalisation of signage at Dunstan Steads. Bamburgh Parish Council have had 'No Overnight Parking' signs made to display. Clerk to enquire about the source, cost and the effectiveness of these signs before progressing with 'No Overnight Parking' notices at Dunstan Steads.
 - **460 Bus Service.** Ellingham Parish Council have requested the annual £250 contribution towards the 460 Bus Service. Chairman has been unable to acquire usage figures for the service from NCC therefore Ellingham PC is to be approached to provide some figures (possibly from the bus company) before EPC will commit to any financial contributions. Clerk to action.
 - **2016-17 Precept Increase.** Article published in the April Whinstone Times for Parish residents explaining the reasons for the precept increase.

- **Local Youth Worker.** Cllr Morgan informed councillors of the appointment of the local youth worker (Angela Feather) and requested that she attends the July PC Meeting. Cllr Morgan to action.

222. County Councillor's Report.

- **Control of Dogs.** See agenda item 226.
- **Flooding at Falladon Crossing.** A meeting was arranged and took place with Network Rail, council officers, Cllr H Cairns, Cllr K Cairns, Cllr Young, Rob Young and landowner M Bridgeman. It was agreed that Network Rail would carry out a proper survey of the drainage at the location and investigate remedial action.
- **Swedish Homes.** Officers have encountered issues that have delayed the progress of the pre-contract preparations. This is further complicated by the very poor state of some of the existing timber frames to the properties. Further surveying, drawings and associated specification writing are required before the contract can be tendered. Housing Officer for Embleton, S Crossthwaite has visited No. 46 and discussed issues with the tenant.
- **Embleton Bus Shelter.** See agenda item 230.
- **Rubbish in layby north of Embleton.** Cllr H Cairns contacted Bill Pringle and the site has been inspected and cleared up. Users of the recycling facility should take general rubbish and bags away with them, signage at the site could improve this. Cllr Manners raised concern that the bushes behind the bins still contained tangled rubbish. Clerk to inform Cllr H Cairns & Cllr K Cairns.
- **Joint NCC / Parish Council meeting.** North Area: Monday 9th May, 6.00pm at Pottergate, Alnwick. The meeting will use the "speed dating" format to discuss issues with NCC. Officers will attend from Highways, Neighbourhood Services and Planning. Cllr Moody agreed to attend the meeting on behalf of EPC.
- **Northumberland Community Chest 2016-17 -** First round closing date – 9th May. The Community Chest is available to support community groups and organisations to provide activities which contribute to achieving the Council's' ambition for Northumberland. Clerk to inform local community groups of the grant and provide them with details for application and useful contacts. Vice Chairman confirmed that Embleton playpark will be applying for a fund of £1400 to provide the park with new wood chippings.

223. Footpaths – Blue Bell bank & Bus Shelter to Garage. Letter to NCC sent, no response received. Clerk to chase up.

224. Neighbourhood Plan. David English is the responsible person at NCC for liaising and advising PC's on their Neighbourhood Plan. David English to be invited to the September 2016 EPC Meeting to brief Councillors. Progress made by Seahouses Parish Council on their Neighbourhood plan to also be looked at. Chairman to action.

225. Approval of BDO Audit Governance Statement. The BDO Audit Governance Statements were read aloud and agreed by all Councillors before being signed by the Chairman & Clerk.

226. Christon Bank Lamb Attack. The leaflet produced by Cllr Young informing residents of the recent lamb attack was circulated amongst Councillors prior to the meeting. Cllr K Cairns also raised the issue of the damage caused to livestock by uncontrolled dogs at the Community Services Hub (meeting of local agencies such as NCC councillors and officers in enforcement, trading standards, police, fire, etc.) and with Northumberland Tourism and asked that communications on responsible dog ownership accompany any promotion or publication of dog walking in the county. A press release is to be prepared. Cllr Young proposed that a pocket style guide to local

footpaths was produced for Parish residents, holiday cottages and local businesses. The guide would also provide information on the county code, farming calendar and possibly give a list of local businesses. Cllr Young to produce a mock up leaflet and gain quotes from printers. Clerk to advise of any grants available to assist with printing costs.

- 227. Ownership of Road alongside school from Quaker's Row to B1339.** A local resident recently sustained several injuries from falling on this stretch of road, he has requested that EPC inform him who is responsible for maintaining the road. Chairman has applied to Land Registry to obtain this information as it is not owned by the PC, School or NCC. Chairman to update at the next meeting.
- 228. Parking / Driving on Village Greens.** The village green opposite the Greys Inn is being gradually eroded and reducing in size as a result of cars parking / driving on it. This is also causing access issues during busy times. A letter was written to residents / holiday let owners requesting that they use the car park and refrain from parking on the grass verge. No comments have been received but an interested member of the public attended the meeting to express her agreement that the erosion was serious but she had concerns about the installation of large Whinstones to control parking. Councillors agreed to look at putting down plastic matting which grass can grow through but cars may drive over without eroding the grass. Cost and suitability to be assessed. Chairman to action.
- 229. Northumberland LED Street Lighting Project.** The information provided by the Locality team at NCC in relation to examples of the style of street lamps available within the scheme was circulated amongst Councillors prior to the meeting. No further comments received.
- 230. Homes for Northumberland.**
- **Stone Bus Shelter.** Cllr K Cairns confirmed that Officers are happy with the proposals set out by the PC and will undertake the work to move the old bus stop post when the work on the new shelter is complete. The Chairman confirmed that a grant of £2000 had been received from NCC in addition to the grant from Cllr K Cairns. Chairman to send documentation to Cllr K Cairns to satisfy the requirement of the members fund application. Cllr Imeson has requested that the old bus shelter is donated to the Football Club.
 - **Landscaping Requirements for the Bank.** Ongoing, awaiting quote for bulb planting.
- 231. Meeting Reports.**
- **Embleton Joint Burial Committee (EJBC).** Cllr Coxon provided Councillors with an overview of the April 2016 EJBC meeting. Bryn Owen (Chairman of Craster Parish Council) was appointed as the Chairman for the EJBC, no vice Chairman was elected at the meeting. The long term business plan for Cemetery House was discussed and it was agreed that the EJBC would retain ownership and would conduct essential repairs and maintenance on the property. Job descriptions for the Chairman, Vice Chairman and Clerk were discussed, work ongoing. The Tree and headstone survey commenced however the Burial Plots plan is inaccurate and requires further investigation.
 - **Planning Training Session.** Wednesday 20th April 2016, Pottergate, Alnwick. Vice Chairman attended on behalf of EPC. Information to be presented at the May 2016 EPC Meeting.

232. E-Mails Received.

- **War Memorial Letter.** A letter received from MP Anne Marie Trevelyan regarding the maintenance of War Memorials resulted in a discussion of the missing names from the WW1 Embleton Memorial. Councillors agreed that a metal plaque should be produced and attached to the Memorial to honour the missing names. Chairman to action.

233. Review of Year End Accounts. The EPC 2015-16 Year End Provisional Statement and Balance Sheet were circulated to Councillors prior to the meeting. No comments received. The Joint accounts of EPC and ECJB shall be presented for approval at the May meeting PC meeting before being submitted to the BDO for Audit.

234. Financial Matters.

- Account Balance (Year End) £6910.02 @ 29/03/2016
- Spent & Received since 23/02/16
 - Clerk Wages & Expenses -£368.60 (Feb 16)
 - Creighton Hall Room Hire -£12.50
 - Parish Church Rooms -£120.00
 - Playing Field Rates (NCC) -£66.55
 - Northern Electric +£50.00
 - CAN Transparency Fund +£413.67
- Cheques required
 - Clerk Wages & Expenses £341.49 (March 16)
 - M J Gilroy (Hard Drive Expense) £42.97
 - M J Gilroy (Transparency Equipment & Ink) £386.85
 - Air Ambulance £100.00
 - Alnwick Playhouse £50.00
 - Community Action North (CAN) £25.00
 - Bailiffgate Museum £50.00
 - Hospice Care £100.00
 - Citizens Advice Bureau £25.00
 - Whinstone Times £200.00
 - Land Registry £40.00

235. Planning Matters

- 16/00806/FUL. Demolition of existing barn and construction of two apartments over gymnasium pool leisure facility. Land North of North Farm Embleton, Alnwick, Northumberland, NE66 3DX. Applicant: Richard Manners.
<https://publicaccess.northumberland.gov.uk/online-applications/applicationDetails.do?activeTab=details&keyVal=O3TPNVQSGDT00>
Expiry Date – Wednesday 20th April 2016. (No comments received)
- 16/00876/FUL. Erection of 39 dwellings (Use Class C3) including associated access, infrastructure, landscaping and engineering works. Land North of Wood Steads U3010 Station Road to Embleton Moor Junction, Alnwick, Northumberland.
<https://publicaccess.northumberland.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>
Expiry Date – Tuesday 14th April 2016. (No comments received).

236. Correspondence.

- **North Farm.** Cllr Morgan requested that Cllr Manners considers hosting a community session for local children at his gymnasium pool leisure facility once constructed. Construction is yet to commence but Cllr Manners has agreed to consider the proposal.

237. Asset Register & Insurance. Details of the 2016-17 Zurich Insurance Policy for EPC were circulated to Councillors prior to the meeting. The £32 increase in the premium is due to the addition of Libel & Slander to the policy and the increase in Insurance Premium Tax from 6% to 9.5%. EPC has the option of reviewing the policy mid-year to include other village monuments such as the Pant etc. These cannot be included at present as EPC does not have a rebuild costs. Chairman to action.

238. Agenda Items for Next Meeting.

- Loose Drain Cover – Merton Cottages
- NCC Grass Cutting across the village

239. Time, Date and Venue of next meeting

The next meeting will be held on Monday 23rd May 2016 at 7:30pm in the Creighton Hall, Embleton.