



Newton by the Sea Parish Council

Clerk to the Council: Jan Anderson

16 Newton on the Moor, Morpeth, Northumberland, NE65 9JY
Tel: 01665575145 Email: clerk.newtonbytheseapc@gmail.com

ANNUAL MEETING OF THE PARISH
ANNUAL MEETING OF THE PARISH COUNCIL
WEDNESDAY 20th May 2026 at 6pm St Mary's Church, Low Newton

OPEN TO THE PUBLIC

The Parish Council may, by resolution under the Public Bodies (Admission to Meetings) Act 1960; S1, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

ANNUAL MEETING OF THE PARISH

1.Presentation – Theia Batchelor from Northumberland Coast National Landscape on the new Dark Sky Project of which she is the Project Officer. Theia's presentation will describe what will be delivered as part of the project which will include streetlighting works, wildlife monitoring and setting up a community grant fund for residents and businesses to retrofit outdoor lighting to be dark sky friendly.

2.Minutes of the Annual Meeting held on Tuesday 13th May 2025 – These have previously been approved.

3.Matters arising from the Minutes of the meeting held on 13th May 2025 – No matters arising.

4.Chairman's Report

5.Embleton Joint Burial Committee Report

6.Any Questions, Comments or Resolutions

ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD IMMEDIATELY AFTER THE ANNUAL MEETING OF THE PARISH

1. Welcome – Administration for Parish Councillors following the Election process.

2. Election of Chairman for ensuing year.

3. Election of Vice-Chairman for ensuing year.

4. Declaration of Member's Interests. Members are invited to disclose any Disclosable Pecuniary Interests or other personal interests they may have in any of the items of business on the agenda in accordance with the Code of Conduct.

5. Apologies for absence

6. Appointment of Representatives to serve on the Embleton Joint Burial Committee (EJBC) (2 reps)

7. Minutes of the PC meeting of 18th March 2026:

8. Matters arising from the Minutes of the meeting of 18th March 2025:

- a. 005/26a – Update on replacement of anti parking posts in High Newton.
- b. 005/26b – High Newton Tree Preservation Order - update.
- c. 005/26c – Improving road safety on the approach to High Newton – Update on formal approach to Apartment group and NCC.
- d. 005/26e – Verge Works at Allansford Bridge, Falloden to Brunton Road – Update,
- d. 005/26f – Wheeled waste bin outside the Willows – Update.
- e. 005/26g- Unsightly and potentially dangerous waste bins outside Newton Cottage, High Newton – No response from owner, decision needed on next steps (if any).
- f. 005/26h - Road flooded in Lamberts Lane – Update.

9. 2026/27 Financial Matters

a) Financial update Account Balance as at 10.3.26 £2820.75

b)Spent and received since 18th March 2026

Mrs J. Anderson SCP 9 - 8 weeks 21-1-26 to 18-3-26 3hrs/wk £14.13/hr =£41.07/wk

8 weeks pay = £328.56

Cheque to Mrs Anderson (£328.56 + expenses £15.30 – PAYE £65.80) £278.06 (Not cashed)

HMRC PAYE on the basis of £328.56 £65.80 (Not cashed)

Stableyard Landscapes Invoice 1212 March £243.00

Stableyard Landscapes Invoice 1232 £280.00 (Not cashed)

G.S.Gregory (Moles Feb/March) £40.00 (Not cashed)

NALC Subscription £42.33 (Not cashed)

c) Payments received:

NCC PAYE (1st half) Precept £3750.00

Donation in lieu of Council Tax £15.00

Donation in lieu of Council tax £100.00

Account Balance as at 13.5.26 **£6402.75**

d) Cheques and other payments required:

Mrs J. Anderson SCP 9 - 8 weeks 18-3-26 to 20-5-26 3hrs/wk £14.13/hr =£41.07/wk

9 weeks pay = £ 369.63

Cheque to Mrs Anderson (£369.63 + expenses £22.30 – PAYE £74.00) **£317.93**

HMRC PAYE on the basis of £369.63 **£74.00**

Information Commissioners Office (Direct Debit) due 29.5.26 **£48.00**

Hugo Fox website and gov.uk email address **£tbc**

Repayment to Cllr Roper for bag of cement for tree plaque. **£7.58**

Repayment to Cllr Roper for donation to Smile Train **£30.00**

Payment for St Mary's Church hire 2025/26 **£tbc**

Embleton Parish Council (1st half yr for EJBC) **£319.23**

e) Annual RPI Rate Increase for Grass Cutting Contract – Report previously circulated by Cllr Roper on 31st March on rate increase due of 3.65% compared to 3.41% in 2025/26 For discussion and decision.

f) Online banking – Request for additional signatories for the PC’s online banking,

10. Procedural Matters

a. PC Risk Assessment – For annual review, discussion and approval (Draft copy attached in Appendix A).

b. Asset Register – For annual review and agreement. (Draft copy attached in Appendix B).

c. Annual Governance & Accountability Return 2025/26 Part 2 Exemption Certificate – Formal discussion and agreement of the documentation to be sent to the External Auditors.

- i. To approve the draft annual accounts for 2026/65 (Draft copy attached in Appendix C).
- ii. To consider and agree any actions arising from the report of the internal auditor (If any, to be provided at meeting).
- iii. To approve the Annual Governance Statement (Appendix D)
- iv. To approve the Accounting Statement (Appendix D)
- v. To approve the Explanation of Variances (Draft copy attached in Appendix E).
- vi. To confirm and approve the Certification of Exemption for External Auditor (draft copy attached Appendix D).

11. County Councillor Report

Councilor Pattison’s April and May reports previously circulated.

12. Planning

23/00519/ENDEVT – New ‘Glasshouse’ at Newton Hall. Matter being looked into by NCC Planning Enforcement. Last update from NCC 13^{3.26}.

24/00411/LBC – Listed Building Consent for replacement of 2no stone chimney stacks above ridge line. Newton Hall, Newton by the Sea, NE66 3DZ. Application REFUSED 17th June 2024. Last update from NCC 23.2.26.

24/03273/FUL Inspectorate Ref: APP/P2935/W/25/3371690 - Residential annex to be used ancillary to main dwelling. Linkhouse Farm Newton-by-the-sea Alnwick Northumberland NE66 3ED. The PC had no objections to the original application. The appeal commenced on 8th September 2025. All representations must be received within 5 weeks of this date (13.10.25).

25/03463/FUL – Re-submission of planning application 24/03244/FUL Single garage and hobbies room over. Dormer to southwest, small single storey extension and dormer windows. 5 Boatman’s Place, Newton by the Sea NE66 3EJ The PC had no objections to this application. This application was GRANTED 7th May 2026.

26/00332/VARYCO - Land South West Of Lamberts Lane B1339 Junction Lamberts Lane Embleton Northumberland -Variation of Condition 2 (Approved Plans) on approved application 20/04103/FUL in order to provide front and rear dormers to provide more natural daylight to the office areas and addition of solar panels to South elevation to improve the sustainability of the building. The PC had no objections to this application. Application GRANTED 1.4.26.

26/00661/FUL – Haven Cottage, 12 Boatman’s Place, Newton by the Sea, NE66 3EJ. Construction of rear single-story extension. The PC objected to this application as they considered the design was not in keeping with the area, and possibly would have an adverse effect on dark skies. Application GRANTED 7.5.26.

13. Highways

a. Repainting of Heritage Sign at High Newton – Reported to Fix my street – Update.

b. Refreshing yellow lines – High Newton to Link House – Reported to Fix My Street – Update.

14. General

- a. Stakeholder feedback requested on a temporary Airspace Change – Request received from Draken which will be passed on to the Civil Aviation Authority. For discussion and decision on response to be made (if any). Requested by 12th June 2026.
- b. National Trust – Updates
- c. Damaged Waste Bin Enclosure at Low Newton Turning Head and Signage needed – For discussion and decision on action to be taken.
- d. Beach Access Equipment Facility at Low Newton (Cllr Roper) - Update.
- e. Giving Box at Low Newton – Update.
- f. Update on proposed drainage survey in High Newton by Form Properties re: 4 Houses NW of Kareith Drive, High Newton.

15. Embleton Joint Burial Committee (EJBC)

- a. Update.

16. Correspondence/Meetings/Urgent Business

NALC update – availability of model HR templates for use by Parish Councils.

National Trust Spring 2026 update.

Healthwatch Northumberland – May update.

NCC North Northumberland Community Partnership meeting 20.4.26

Request for dog waste bin.

17. Items for next agenda

18. Date of next meeting:- 6pm Wednesday 15th July 2026.