

# LONGFRAMLINGTON PARISH COUNCIL

A MEETING OF LONGFRAMLINGTON PARISH COUNCIL WILL BE HELD ON  
WEDNESDAY 3<sup>rd</sup> January 2024 at 7.00 p.m.  
in the Memorial Hall, Longframlington  
A G E N D A

- 1) **Apologies for Absence** - Notification from councillors who are absent from this meeting.
  - 2) **Table Urgent Business to be** discussed in 16 below – only urgent items councillors have become aware of since the publication of the agenda will be discussed at the end.
  - 3) **Declaration of Interests** - Declaration from councillors of a personal interest they may have in any matters on the agenda.
  - 4) **Gifts & Hospitality** - Declaration from councillors if any received.
  - 5) **Community Police Report**- To receive a report from the Community Police representative.
  - 6) **County Councillors Report** - To receive a report from the County Councillor.
  - 7) **Minutes of Previous Meeting** - To approve the minutes of the meeting held on 6th December 2023.
- Housekeeping Issues** – These issues should take no longer than 60 minutes.
- 8) **Matters Arising out of Minutes** - To receive updates on the following matters not appearing elsewhere on the agenda:
    - a) Councillor Vacancies
    - b) Website:
      - i) Longframlington Welcome Booklet.
      - ii) Community Engagement.
    - c) Procurement of perishable foodstuffs – Emergency Grab bag.
    - d) Ongoing Issues with Northumberland County Council(NCC) departments:
      - i) Planning.
      - ii) Highways.
      - iii) Ecology.
      - iv) School Community Project.
    - e) Longframlington Parish Map.
    - f) GDPR Policies and Internal Policy and Procedures – Update.
    - g) Guidance with respect to tendering, procurement and the revision of the threshold levels for quotations – Update.
    - h) Hall heating.
  - 9) **Finance**
    - a) 2023/24 Local Government Services Pay Agreement.
    - b) Notification of receipts in the month of December.
    - c) Approval of Clerk's salary, expenses, PAYE & NI and approval of Other Payments in the month of December.
    - d) Requests for donations.
    - e) Bank Reconciliation December 2023.
    - f) Agree Budget and set Precept 2024/25.
  - 10) **Allotments**
    - a) Management including:
      - i) Allotment invoices, water charges, consent to hold personal information and any other information – update.
    - b) Maintenance including:
      - i) Repairs to netting on fence at SW corner of allotments/dog walking field.
  - 11) **King George V Playing Field** including:
    - a) Clerk's weekly/monthly Inspection report.
    - b) 'No Dogs' Signs on Tank Turn.
    - c) Standing Water on Playground and Playing Field.
  - 12) **Planning**
    - a) To note any planning issues since previous meeting.
    - b) Planning enforcement regarding condition of pavement at West Road Garage site.
  - 13) **Cemetery issues:**
    - a) Burials/Ashes internments.
    - b) Memorial applications.
    - c) Maintenance.
    - d) Cemetery Extension.
  - 14) **Action Plan –November 2023**
    - a) Discuss and formulate next year's action plan.
  - 15) **Biodiversity and Climate Change Report including:**
    - a) Tree planting update.
    - b) Preparation of cemetery extension land
- Main Issues** – These issues are allocated a longer time for discussion.
- 16) **Town and Parish Council Spring Conference Thursday 14th March 2024**
  - 17) **Any Urgent Business** - To hear any other urgent matters councillors have raised in 2 above.
  - 18) **Agenda Items for, and Date of Next Meeting: WEDNESDAY 7<sup>th</sup> February 2024 at 7.00 p.m. in the Longframlington Memorial Hall**

*ALL WELCOME The public may only observe the proceedings of the meeting. Public questions must be submitted to the Clerk at least 48 hours in advance of the meeting. Such questions will be dealt with, at the chairman's discretion, prior to the commencement of the meeting.*

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