

# LONGFRAMLINGTON PARISH COUNCIL

A MEETING OF LONGFRAMLINGTON PARISH COUNCIL WILL BE HELD ON  
WEDNESDAY 3<sup>rd</sup> April 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 March 2024.
- 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) Website:
    - i) Longframlington Welcome Booklet.
    - ii) Community Engagement.
  - b) Ongoing Issues with Northumberland County Council(NCC) departments:
    - i) Response from Cllr Sanderson regarding his and Rob Murfin’s invitation to attend the Parish Council Meeting.
    - ii) Planning & Enforcement.
    - iii) Highways
    - iv) Ecology.
    - v) School Community Project.
  - c) Longframlington Parish Map.
  - d) Village Inspection – Reports from members on condition of, roads, pavements, trees review and infrastructure for report to NCC
- 9) **Finance**
  - a) Notification of receipts in the month of March.
  - b) Approval of Clerk’s salary, expenses, PAYE & NI and approval of Other Payments in the month of March.
  - c) Requests for donations.
  - d) Bank Reconciliation for the month of March.
- 10) **Allotments**
  - a) Management including:
    - i) Allotment invoices, water charges, consent to hold personal information and any other information – update.
- 11) **King George V Playing Field** including:
  - a) Clerk’s weekly/monthly Inspection report.
- 12) **Planning** . To note any planning issues since previous meeting.
- 13) **Cemetery issues**
  - a) Burials/Ashes internments.
  - b) Memorial applications.
  - c) Maintenance.
  - d) Cemetery Extension.
- 14) **Action Plan – April 2024**
  - a) Sports Courts and Playground – Inspect in preparation for RoSPA inspection
  - b) Playground –bark chippings, order more if required
  - c) Review Risk Assessments for Parish Council and Cemetery - To ensure that insurance (renewed in June) will be correct.
  - d) Annual Governance & Return – Complete procedures for submission and approve AGAR prior to submission to the External Auditor.
- 15) **Biodiversity and Climate Change** including:
  - a) Tree planting update.
  - b) Preparation of cemetery extension land.
  - c) Seed for Wild Flower areas.
  - d) Meeting of Committee.
  - e) Launch of Northumberland Green Hub website.
- 16) **Any Urgent Business** - To hear any other urgent matters councillors have raised in 2 above.
- 17) **Agenda Items for, and Date of Next Meeting:**

**WEDNESDAY 1<sup>st</sup> May 2024 in the Longframlington Memorial Hall**  
**Annual Village Meeting at 7.00 p.m.**  
**Annual General Meeting (immediately following Village Meeting)**  
**Parish Council Meeting (immediately following AGM)**

*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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