

# Brinkburn and Hesleyhurst Parish Council

## MINUTES OF MEETING

**Meeting on:** 7th July 2020  
**Meeting at:** On-line  
**Meeting Time:** 7.00 p.m.  
**Present:** Steven Bray (SB), Catherine Green, (CG) Mark Fenwick (MF), David Owen- Chair (DO), Jackie Scarpa (JS)  
**In attendance:** Clerk: Garth Rhodes

*The meeting opened at 7.04p.m.*

1. **Apologies for Absence.** Lesley Hall (LH), Vincent Milburn (VM)
2. **Table Any Other Business to be addressed in 18 below**
  - a. Webpage Quarterly report
  - b. Northumberland Local Plan Examination
3. **Minutes of Previous Meeting** - The minutes of the meeting held **12th May 2020** were reviewed, unanimously approved as a true record and to be signed as such.
4. **Matters arising out of Minutes.** To receive updates on the following matters not appearing elsewhere on the agenda including:
  - a. Light Pollution from Longframlington Clerk had written to David Thompson on 30<sup>th</sup> June regarding the light shining from his agricultural buildings. Awaiting a reply. If no reply within two to three weeks, DO/Clerk to speak to Graham Fremlin, Chair of Longframlington PC to ask for his assistance. All else failing, to escalate the issue with NCC. **Action: DO/Clerk**
  - b. Defibrillator at Embleton Terrace – Defibrillator Decals. SB had now received the decals. To be installed at the same time as the defibrillator.
5. **Correspondence** – All significant items of correspondence were to be addressed within the agenda. Full Correspondence List for May-July had been previously circulated to members. No issues were tabled.
6. **Planning** – To note and discuss any planning issues since previous meeting.

| <u>Reference</u> | <u>Address</u>                   | <u>Type</u>                                   | <u>PC Comment</u>  |
|------------------|----------------------------------|---|--|
| 19/04930/FUL     | Land South East of The Hope Farm | Registered Application<br><br>*Reconsultation | *Additional information provided by applicant who has given a very full explanation that the unit is intended to be built to extend the family business and provides reasons why it needs to be built on site. Members consulted online and there were no further objections/comments received.  |
| 20/00541/FUL     | The Gussett Farm-House NE65 8JH  | Application Registered                        | <p>Whilst the Parish Council (PC) does not have any objection to this development in principle, it does have a number of concerns which they would wish to be comprehensively explored.</p> <p>1. There is very limited information with this application, such that the PC feel there is insufficient to make an informed decision at this stage. The applicant should be asked to provide further detail prior to the application being formally considered.</p> <p>2. The site at which this development is planned is in an area of natural beauty and dark skies. The applicant should be asked to provide detail of why they believe this development does not impede on the natural surroundings. Also, there must be a condition that the development will not install floodlights neither at development nor later.</p> <p>3. The question as to how surface water will be drained has not been answered and this must be satisfactorily explained prior to any planning approval.</p> <p>4. The nature of the all-weather surface is not described. It is essential that the material used meets all environmental regulations regarding usage and disposal.</p> |

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|              |  |                           |   |
|--------------|--|---------------------------|---|
| 20/01555/FUL | Brinkheugh U4039<br>Westerheugh<br>Junction to<br>Todsteadd<br>Refurbish, alter and<br>restore farmhouse | Application<br>Registered | No objection  |
| 20/02017/BT  | PCO Pauperhaugh<br>Proposal to remove<br>phone box<br>01665570234  | Application<br>Registered | The PC object to this proposal on the grounds that the phone box is situated on a busy road in a remote rural area and provides a necessary service in times of emergency. Whilst it is acknowledged that most people now carry mobile phones this is not always the case. The telephone at Pauperhaugh could be the vital link in a crisis situation. The Parish Council requests that if the decision is made to remove the landline at this point, that this is replaced with an emergency mobile telephone. |

## 7. Finance

- a. Notification of receipts since the last meeting. None  
 b. Clerk's salary, expenses, PAYE & NI and approval of Other Payments. Approved

|            |                           |                            |               |
|------------|---------------------------|----------------------------|---------------|
| 29/03/2020 | N/land Age Concern        | Donation                   | 100.00        |
| 12/05/2020 | Rothbury Parish Council   | JBC element First Half     | 232.00        |
| 06/07/2020 | Garth Rhodes              | Salary & Expenses Apr-June | 286.07        |
| 06/07/2020 | HMRC                      | PAYE Apr-June              | 64.60         |
| 06/07/2020 | Community Heartbeat Trust | Defib. Decals              | 115.20        |
|            |                           | <b>Total</b>               | <b>797.87</b> |

- c. Requests for donations. None  
 d. Bank Reconciliation to 7th July 2020. Approved

|  |            |                    |        |              |
|--|------------|--------------------|--------|--------------|
| Balance per bank statements<br>at 28th June 2020 |            |                    |        | £<br>3357.94 |
| Less unpresented cheques                         | 29/03/2020 | North/land Age Con | 100.00 |              |
|  | 12/05/2020 | Rothbury PC        | 232.00 |              |
|  | 06/07/2020 | Garth Rhodes       | 286.07 |              |
|  | 06/07/2020 | HMRC               | 64.60  |              |
|  | 06/07/2020 | ComHeartbeat Trust | 115.20 |              |
|  |            |                    |        | 797.87       |
| Uncredited Deposits -                            |            |                    |        | 0.00         |
| Balance  |            |                    |        | 2560.07      |
| Balance per cash book                            |            |                    |        | 2560.07      |

- e. Annual Governance and Accountability Return for 2019/20
- i. To consider and agree any actions arising from the report of the internal auditor There were no outstanding issues identified by the internal auditor who had completed and signed the Annual Internal Audit report. It was agreed to send a letter of thanks to Des Barker for carrying out the internal audit. **Action: Clerk**
  - ii. To approve the Annual Statement of control (statement to demonstrate how the PC maintains and monitors its accounts). Agreed.
  - iii. To approve Sections 1 of the Annual Governance and Accountability Return - Annual Governance Statement. Agreed.
  - iv. To approve Section 2 of the Annual Governance and Accountability Return - Accounting Statement. Agreed.
  - v. To approve the Explanation of Variances -Agreed & Final End of Year Bank Reconciliation Agreed.
  - vi. To Agrees the Certificate of Exemption. Agreed.
  - vii. To agree the period for the Exercise of Public Rights. Agreed. Commencing Tuesday 14<sup>th</sup> July until Monday 24<sup>th</sup> August 2020.  
DO/Clerk to meet on Monday 13<sup>th</sup> July to sign all necessary documentation and post on noticeboard and webpage. **Action: DO/Clerk**

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f. Insurance cover. The premium of £175.07 remained unaltered for the coming year beginning 1<sup>st</sup> June 2020.

## 8. Highways

- a. Highways and Footpaths Report – JS reported that all footpaths seemed to be in good order. There was a significant increase in the amount of litter. It was thought this may be due to more people in the area since the easing of lockdown, and fewer than normal local litter collectors out and about during the current situation.
- b. Report on issues raised with Highways Department. Members were concerned about the recurrence of subsidence on the B6344 at Todburn. It was not clear when immediate repairs were to take place, as the normal diversion through Longframlington was currently unavailable, due to resurfacing and installation of traffic calming chicanes. The lack of information re the long-term strategy by NCC to rectify the subsidence was discussed. Clerk to write to NCC Highways and Glenn Sanderson, Chair of the Highways Committee to seek clarification in the first instance. As this had an impact on other parishes in Coquetdale, it was agreed to ask for this matter to be included in the agenda of the next Cluster meeting. **Action: JS/Clerk**
- c. National Parks temporary closure of Car Parks. Clerk had written to the Chief Executive of NP about this matter. The car parks were re-opened shortly after the meeting.

## 9. Wingates Wind Farm Community Fund

- a. Defibrillator funding application. The next meeting of the WWFCF committee would be in September. MF reported that there was a significant amount of money in the fund. DO to follow up on the current state of the defib. application, which was in the possession of the committee secretary. **Action: DO**
- b. Upgrade of land at South West corner of crossroads above Embleton Terrace. JS reported that nothing further had been undertaken due to the current restrictions. There were several local people with relevant expertise who could advise on the creation of a natural habitat on the site. JS to follow up on this. **Action: JS**

## 10. Coquetdale Cluster Meeting

- a. Report from last meeting. No meeting had taken place since the last BHPC meeting. The next meeting was scheduled for September.
- b. Items for next Cluster Meeting Agenda.
- B6344 at Todburn.

## 11. Joint Burial Committee Reports

- a. Brinkburn & Longframlington including:
- Dissolution of the Brinkburn & Longframlington JBC. The PC had agreed to the arrangements for the dissolution, which would include arrangements for Brinkburn residents to enjoy in perpetuity, the same rate as Longframlington for reduced fees for burials and memorials. The JBC would be dissolved at the end of this financial year: 31<sup>st</sup> March 2021. DO to write to Longframlington PC before their next meeting on 2<sup>nd</sup> September 2020 to agree to the dissolution. **Action: DO**
- b. Rothbury. No report

## 12. Coronavirus Issues & Updates including:

- a. Restrictions on Local Government face-to-face meetings. The advice from Govt. was that businesses should still work from home wherever possible and legal restrictions on gatherings remain in place. In essence this meant that there should be no physical meetings for parish, town or community councils at present.
- b. New guide on risk assessment for COVID-19. The national NALC and BHIB Councils Insurance had produced a new guide on risk assessment for COVID-19. The guide features guidance and information to help make risk assessments and directs to useful resources from the government and the Health and Safety Executive, with specific details on how to adapt risk assessments for COVID-19. The guide contains two templates designed especially for local (parish and town) councils to help start risk assessments. During the early part of the COVID-19 pandemic, the government decided on what could remain open or closed. As the situation moves into a new phase, there would likely be no national position, with an increasing emphasis placed on individuals or organisations to make decisions. For local councils, the decision to reopen facilities such as play equipment, community halls or sports facilities, or to return to office working would need to be made case-by-case. A vital part of that decision-making process would be how to assess and manage risk. The full document can be read at <https://www.nalc.gov.uk/library/news-stories/covid19/3272-risk-assessment-for-covid-19/file>. The risk assessment template was very comprehensive and related mainly to councils who had buildings, a workforce of more than one and significant public amenities. There was currently little that had relevance to BHPC, being such a small parish. A watching brief would be maintained. **Action: Clerk**
- c. Schools reopening. Whilst there had been some confusion during the current school term with in this geographical area that operates the three-tier system, all children would return to school in September. DO had written to Anne-Marie Trevelyan MP and the Clerk to County Cllr Trevor Thorne for clarification and support for the need for First School leavers to return to school in the summer term. Neither had replied.

13. Playing Field - Missing football net & state of remaining net. It was agreed to allocate up to £100 for the replacement of the nets. **Action: DO/SB/Clerk**

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- 14. New model code of conduct consultation.** The Local Government Association (LGA) had launched a consultation on a new model member code of conduct which strengthened the current code in respect to poor behaviour, bullying and harassment. DO/Clerk to complete the consultation survey on behalf of the PC. Members were encouraged to respond individually. Full details can be accessed at [code of conduct](#). **Action DO/Clerk/All**
- 15. Northumberland National Park Authority Local Plan report from the Inspector.** The Plan was submitted to the Secretary of State for Housing, Communities and Local Government on 30th September 2019 and on 17th June 2020 the Inspector's Report was received which sets out the Inspector's recommendations. It concluded that the Northumberland National Park Local Plan, with a number of modifications, which had been consulted on for a 7 week period earlier in the year, satisfied the requirements of Section 20(5) of the 2004 Act and meet the criteria for soundness in the National Planning Policy Framework. The Inspector's Report and the Local Plan documents, incorporating the Inspector's main modifications, were to be considered for adoption by Full Authority on 15th July 2020. Upon adoption, this would be the development plan for development management purposes under section 38 (6) of the Planning and Compulsory Purchase Act 2004 (as amended). The Inspector's Report is available to download at <https://www.northumberlandnationalpark.org.uk/planning/planning-policy/local-plan/local-plan-examination/>. Clerk to forward email details to members. **Action: Clerk**
- 16. General Police Update from Police Community Support.** The following report had been received from Russell Stalker CSO4965 Alnwick Police Station: "This is just a quick update and to check in with the parish councils on our foot beat. Please feel free to forward this to anyone who may be interested. We are still sending out email updates to individual parishes during the pandemic. We understand some of the original meeting dates that were planned may have changed. Please keep us up to date so we can send out updates accordingly. Over the past few months, we have been responding to hundreds of calls relating to breach of covid19 guidelines. We would like to thank all of the residents who have reported these issues during this uncertain time to ensure everyone's safety. We also have two operations running – OP RATIO/OP DETERENCE. This involves us patrolling local beauty hotspots, in partnership with Northumberland National Parks/Forestry commission/Fire Service, such as Simonside/Thrunton, Fontburn and many other locations due to concerns regarding overnight camping, large groups gathering and risk of fires due to BBQs. Patrolling premises such as industrial estates, post offices, pubs, shops and other locations vulnerable to break ins with a number of vehicles being stopped/checked. An incident of note being an attempted theft at Rothbury on 19th May whereby we quickly located the vehicle/persons involved who were arrested and vehicle seized. Despite this demand we have continued to carry out speed checks, particularly in the areas of Longframlington and Powburn where complaints have been high. As always, any concerns please ring 101 or contact us online <https://beta.northumbria.police.uk/contact-us>. We look forward to attending your meetings in the near future." The Clerk informed the meeting that the community police were keen to keep parish councils informed of activity in their area by providing short reports and attending meetings on request. Members agreed this would be beneficial and asked the Clerk to arrange this. **Action: Clerk**
- 17. Local Electricity Bill.** The Local Electricity Bill had been successfully introduced, under the Ten-Minute Rule on 10<sup>th</sup> June. It was unopposed in Parliament and introduced without a vote. Should it now pass into law, it would allow consumers to purchase energy from local groups, and not just nationally licensed utilities. As such, the new 'Right to Local Supply' for energy would allow communities to sell locally generated electricity directly to local households and businesses. Parish Councils could play an important part in such developments, particularly with regards to engaging in the planning decision process. Agreed to keep a watching brief. **Action: Clerk**
- 18. Any Other Business**
- a. **Webpage Quarterly report:** 61 users. 59 new users. 145 sessions. Clerk to circulate the full report. It was agreed that members consider the development of a Parish Facebook page at the next meeting. **Action: Clerk**
- b. **Northumberland Local Plan Examination: Consultation on additional evidence** Advance notice of a consultation on the Northumberland Local Plan to take place, starting on 13th July 2020 had been received. The reason for the consultation was that, following the examination hearing sessions, held between October 2019 and February 2020, the Inspector received additional explanatory evidence from the Council and had asked the Council to consult on this. The Council would be inviting comments on this between Monday 13 July 2020 and 5pm on Monday 7th September 2020. They would write to us at the start of the consultation when provide more details and a USB stick with relevant documents. Details will be forwarded to members. **Action: Clerk/ALL**
- 19. Items for Next Meeting:** Parish Council Facebook Page
- 20. Date of Next Meeting:** **29<sup>th</sup> September at 7.00 p.m. Venue to be confirmed** dependent upon the Government regulations regarding public meetings.

*The meeting closed at 8.37. p.m.*

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