

Togston Parish Council

Minutes of a meeting of the Parish Council held in Togston Terrace Social Club, on Friday, 4th July 2025

Present	Cllr Lauren Blewitt (Chair)	Cllr Carolynn Thomson (Vice Chair)	Cllr Anne Cairns
	Cllr Anne Lisle	Cllr Fiona Moore	Cllr Jennifer Robison
			Barry Flux (Clerk)
In Attendance	No members of the public		

Agenda Item

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

None

3. MINUTES OF PREVIOUS MEETINGS

The minutes from the meeting of 4th July 2025 were approved as a true record.

4. CO-OPTION OF PARISH COUNCILLOR

It was agreed that a poster advertising that there are vacancies was needed for the website and notice boards.

5. CLERK'S REPORT

- **Internal Audit 2024/2025 (Minute AD1)**

It was agreed to accept the Annual Internal Audit Report, governance and accounting statement.

- **Payments and banking update – Full Financial Report**

It was confirmed that there is now access to internet banking with TSB. The clerk can process payments for the other signatories (namely the chair) to approve. As access had only just been received it was agreed to receive a full financial report for the next meeting.

- **Spreadsheet of allotment holders**

The clerk produced a spreadsheet of existing allotment holders based upon previous handwritten reports. Cllr Cairns was going to verify if there were any areas from typing of these notes.

- **Allotment requests**

A request had been made to take on an allotment and Cllr Cairns would talk to the person who had made the request.

Signed

Date:

- **Forthcoming payments and procedure**

Given that the clerk now has access to online banking it was agreed that payments could now be made via electronic means and the practice of writing out cheques could be ended. It was requested that all receipts for payment now be emailed to the clerk for processing.

6. COUNTY COUNCILLOR UPDATE

The written report from Cllr Scott Dickenson was confirmed as received by the parish council.

7. PLANNING

It was noted that no planning applications were validated by Northumberland County Council in Togston during May and June.

8. GENERAL ITEMS

Amble Town Council joint meeting

It was agreed to decline the invitation to be involved.

Cleared rubbish

There was frustration at the lack of progress on this matter, however it was agreed that the parish council needed to remove and pay for any hazardous waste removal, and this would continue to be pursued until a contractor was found to clear this.

Car park sign and abandoned vehicles

It was agreed that a sign was required that would read 'car parking only' (e.g. no caravans, heavy vehicles etc.) The clerk agreed to look into possibilities for this.

Overgrown briars Togston Road

It was reported that this issue had been dealt with prior to the meeting with briars cut back.

Tree trimming

Tree trimming could not commence until September at the end of the bird nesting season. A quote would be retrieved for nearer the time for work from a previously used contractor.

Abandoned cars in car park

It was reported that Northumberland County Council officers had met with some parish councillors informally to ascertain if any vehicles were abandoned here. It was agreed to work with NCC in reporting any abandoned vehicles so any necessary enforcement could take place.

Gate onto bridleway removal

It was agreed to verify a previously made decision that the gate be removed.

9. ITEMS FOR THE SEPTEMBER MEETING

It was agreed to message the clerk with any items for the next meeting.

10. NEXT MEETING

It was agreed that the next meeting would be held on Friday 5th September 2025 starting at 6.30pm to be held at Togston Terrace Club

Signed

Date: