

# LONGFRAMLINGTON PARISH COUNCIL

## MINUTES OF MEETING

**Meeting on:** 6<sup>th</sup> June 2018  
**Meeting at:** Longframlington Memorial Hall  
**Meeting time:** 7:00 pm  
**Present:** Cllrs: Gillian Apthorpe (GA), Graham Fremlin (GF), Chair, Diane Lakey DL), John Munro (JM), Gillian Nelles (GN), Malcom Ness (MN), Dave Wellden (DW).  
**In attendance** Cllr Trevor Thorne (TT), Gordon Allan & Karen Renner & (Being Active Matters) Clerk: Garth Rhodes.  
The meeting opened at 7.03 p.m.

1. **Apologies for Absence** – None
  2. **Urgent Business agreed to be discussed in 20 below**
    - a) NCC Road Hierarchy Consultation
    - b) Riverside Plantation Management Plan – Consultation
    - c) Northumberland Local Plan – Consultation on Draft Plan
  3. **Declaration of Interests** - None
  4. **Gifts & Hospitality** - None
  5. **Being Active Matters project** – Gordon Allan (GA) & Karen Renner (KR) & from the Being Active Matters Project gave a short presentation. GA first introduced the Sally Allan Fund where trained counsellors were available to give 1 hour presentations to challenge people to be more open about mental health matters. He then talked about the Being Active matters project. Funded by Sports England and NCC, it recruits volunteers to become ‘buddies’ to people with mental health issues in order to support them to undertake a new sport/ healthy living activities. Karen has been appointed to recruit, train and support volunteers and she is keen to meet with groups and individuals who would be interested in supporting people with mental health issues in this way.
  6. **Community Police Report** - None
  7. **County Councillors Report.** TT stated that he thought the recent village meeting on planning and development had been useful. Whilst he had originally had some reservations, having the expertise of Ragu Sittambalam to explain complex planning issues had been very beneficial. He explained that Hayley Marron, Principal Planning officer for the North had not formally contributed as she was new to her post. He explained that the County’s Interim Planning Officer was now very aware of the issues in Longframlington and was looking at ways on holding back on further planning in the village. GF made the point that there were a number of outstanding issues that were months old that had not been addressed. TT made the point that the new Local Plan had significantly reduced the planned numbers of new housing down to 17,500, of which 10,000 were already approved/built. He also said that at the Conservative Group meeting at County Hall that day information had been given of the potential for significant funding for the County through the Borderlands bid. GA asked what was being done about local children, new to the area, not being able to get into Rothbury Middle, Duchess High and KEVI High schools due to them being filled to capacity. She also pointed to an emerging problem at Swarland School where Governors wanted children to stay on rather than go to Rothbury, as otherwise the school will struggle to survive. TT said that he hoped the appointment of Dean Jackson (previous Head at Swarland) and plans for an expansion at KEVI would begin to address such issues, although the implementation of the KEVI development would not be as soon as was first anticipated. He said that the Education Department was sitting on significant amounts of S106 monies which could be used to expand education provision. There was a general view from PC members that NCC should stop working in silos in order to effectively address key issues. GF asked what could be done about the loss of the medicine prescription service at David Carr’s. The alternative delivery service was not working well and the increasing numbers of people in the village was impacting on the ability to get doctor’s appointments at the village surgery. The usual waiting time was now three weeks. It was suggested that prescriptions could be dispensed from the Longframlington surgery. TT was asked to put pressure through NCC on the NHS and GP practice to ensure these services were improved. With regards to Highways & Transport, TT believed that the Pothole Crisis were improving; that NCC were serious about getting film back into the speed camera in the village; that extra parking was to be made at Alnmouth Station and car parking charges introduced. Members made TT aware of the problems of overgrown weeds at the junction from Newton-on-the-Moor onto the A1 impeding vision. TT indicated that there is a significant road improvement scheme (£1m) planned within the proposal for the 42 houses for the north end of the village. Members insisted that Cllr Thorne should go back to both Planning and Highways to say that it was unacceptable that nothing is going to be done at the junction at the north of the village, before the current application for 42 houses is approved. The PC were of one mind that the Pringle development should not be occupied until the full conditions regarding road and footpath improvements were implemented. MN pointed out that many other local authorities were able to enforce their planning decisions. The current Pringle development was a disgrace and dangerous and there should be stronger oversight by the Enforcement Officer. TT agreed that enforcement was not as strong as it should be and he agreed to get on the phone to ensure traffic lights be set up at the Pringle site.
  8. **Minutes of the Meeting of 2<sup>nd</sup> May 2018** were reviewed, unanimously approved as a true record & signed as such
- Housekeeping Issues**
9. **Matters Arising Out Of Minutes** -
    - a) A697 Road Repairs – No further information was available.
    - b) Water leakage Rothbury Road opposite the Elms. Tony Bell, Senior Construction Team Leader (North) had been on holiday and when he came back, he expected it to be done. This time it was the water board who had took the space. They are scheduled to finish on the 12/6/18. Tony has booked the road space from the 13/6/18 - 15/6/18. Clerk was asked to remind NCC that this work was to be carried put during a period of school examinations and should avoid disruption/delay of the school bus. **Action: Clerk**
    - c) Electricity Bill and Meter Sports Court. Clerk has contacted BG gas to attempt to get a resolution to the tariff issue without success. It was agreed that he write a letter of complaint to the Chief Executive. **Action: Clerk**

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- d) Website Review. Not yet completed. To report at next meeting. Action: GA
- e) Closer for Dog Walking. Not yet completed. To report at next meeting. Action: JM
- f) Parish Councillor Declaration of Interests. Clerk has contacted council that 6 out of the 7 cllr details remain the same. DW has informed NCC of his change of circumstance.
- g) Japanese Knotweed. No signs of knotweed in Church Yard or Knogley Way but some on A697. NCC to be informed. Action: GF/Clerk
- h) Village Inspection to check, roads, pavements and infrastructure for report to NCC not yet completed. To report at next meeting. Action: DW/JM
- i) Risk Assessments for Parish Council. DL reported that she had completed the amendments and forwarded to Clerk. Action: Clerk
- j) General Data Protection Regulations (GDPR). MN/Clerk have had a short discussion on the way forward. As both have been very busy not able to progress the audit of data. PC agreed for the audit to be conducted over the summer recess and to report back in September. Action: MN/Clerk

**10. Meetings to Attend / Attended** - None apart from the Planning and Development Village meeting 30<sup>th</sup> May which all attended.

**11. Finance**

- a) Notification of receipts in the month - Approved

30/04/2018	HMRC	VAT Reclaim	1113.18
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- b) Approval of Clerk's salary, expenses, PAYE & NI and Approval of Other Payments - Approved

02/05/2018	Gavin Christie	Grass cutting	75.00
02/05/2018	Gavin Christie	Grass cutting (transfer to cemetery)	-40.00
02/05/2018	John Munro	hinges	24.09
02/05/2018	Fraser Electrical	Repairs to Sports Courts lights	294.00
14/05/2018	Zurich Municipal	Insurance Premium 01/06/18 -31/05/19	763.14
25/05/2018	British Gas	Electricity Sports Court	15.80
06/06/2018	Sonia Beal	Plants for Village Tubs (£18 & £30)	48.00
06/06/2018	NALC	Annual Membership	248.62
06/06/2018	NALC	Website Maintenance	75.00
06/06/2018	Garth Rhodes	Salary & Expenses	401.25
06/06/2018	LPC	Recharge Clerk's wages to cemetery (May)	15.84
06/06/2018	HMRC	PAYE	98.40
<b>Total</b>			<b>887.11</b>

- c) Requests for donations – None Received
- d) Bank Reconciliation to 31<sup>st</sup> May 2018 - Approved

<b>Balance per bank statements</b>		£
as at 31st May 2018	Community account	67033.32
	Business Saver	6078.15
		73111.47
<b>Less unrepresented cheques</b>		0.00
<b>Uncredited Deposits</b>		0.00
<b>Balance per cash book 31/05/2018</b>		<b>73111.47</b>
Balance per cash book	PC	53025.10
	Cemetery	20086.17
		<b>73111.27</b>

\* The 0.20p difference between the Bank statement and Cash Book is due to 0.20p error in the bank statement on cheque no. 200076 to HMRC in April Bank Statement.

- e) Annual Governance and Accountability Return for 2017/2018. AGAR has been submitted to the External auditor and Notice of Public Rights displayed on noticeboards and parish council webpage.
- f) Review Clerk's salary. The PC agreed to award an incremental rise to SCP 17, backdated to August 2017 and to agree a salary increase from 1<sup>st</sup> April 2018 in line with the National Joint Council for Local Government Services (NJC) Annual Salary Awards. The clerk asked the PC to consider an increase in the monthly payment for home working (which is currently set at £3 per month) given that considerable work relies on the use of the internet and telephone. It was agreed that the Clerk discuss this matter further with GF and return with a proposal at the next meeting. Since taking on the role the clerk has, in order to complete all the necessary

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work, worked considerably more hours most months than set out in the contract. It was agreed that the Clerk and GF review the Clerk's current workload to identify any areas of work that can be reduced and how efficiencies could be made. **Action: GF/Clerk**

**12. Village Activities** – It was reported that the Big Cream tea had raised £1,400 in aid of the Alzheimer's Society. The Round Table's Northumberland Beer Festival was to take place on 15<sup>th</sup>/16<sup>th</sup> June

## 13. Allotments

- a) Management - i) Water Meter & rates update. Northumbrian Water finally came on 9<sup>th</sup> May to 'survey' for the meter only to find that a working meter was installed. The surveyor took the meter reading (243 cu.m). Clerk has had to remind Wave that they had not made arrangements for the invoice for the period up to the time the meter was read, nor provided further information on how we are to be billed. They have informed the Clerk that a bill will be issued within the next 14 days for the period 1<sup>st</sup> April – 9<sup>th</sup> May 2018. Thereafter the bills will be issued following the meter readings on or around 9<sup>th</sup> November and 9<sup>th</sup> May each year. The PC agreed that the individual bills for allotment holders be issued each year in May and December (along with the annual allotment fee). The Invoice for 1<sup>st</sup> April- 9<sup>th</sup> May 2018 will be recovered within the November billing.
- ii) Plot No 1. JM reported that there had been no takers for Plot No1. Plot No 2 does not appear to have been cultivated and becoming overgrown with weeds **Action: JM**
- Maintenance. Hinges on gates and clearing of footpaths. JM reported that this had not yet been done. He was reminded that he could call on other cllrs for assistance. **Action: JM**

## 14. King George V Playing Field

- a) Drainage. Contractor had still not undertaken this work due to family issues. Agreed that he be approached to see if he intends to do the work soon. Otherwise an alternative contractor to be sought. **Action: JM**
- b) Play equipment. The installation of the new mini-slide delayed by one week and will start w/b 11<sup>th</sup> June and expected to take up to 3 days for completion. RoSPA has been informed and are to delay their inspection to allow for this. This would allow time for the delivery and spreading of the bark chippings and other small remedial repairs to be undertaken prior to the inspection.
- c) Playground bark chippings. Agreed to order and have delivered 6 m<sup>3</sup> and cllrs to spread on evening of Thursday 14<sup>th</sup> June. **Action: All**  
**Action: DW/JM**
- d) Review of playing field & playground. MN submitted detailed report with photographs. Most items and areas were in a sound condition. The following actions were in need of immediate attention prior to the RoSPA inspection:
- Sharp areas on angle iron in sports court to be protected by rubber fenders **Action: DW**
  - Rocker Horse requires cutting back to clean metal and repainting **Action: DW**
- e) Dogs on the Playing Field. It was reported that this is becoming a big issue and that further signage is required to deter dog walkers from bringing dogs onto the Green. It was agreed to produce a distinctive sign using car number plate signage materials which is to be placed at the main entrance to the field. **Action: DW**

## 15. Planning

- a) Planning Applications

Ref No	Description	NCC Status	Parish Council Position
17/04084/FUL	<b>Land South East of Embleton Steads.</b> New potable water booster pump station housed in roadside with associated parking area for maintenance	<b>Granted</b>	See minutes from previous meetings for PC responses
18/00162/OUT	<b>Land South Of Lightpipe Farm</b> Longframlington NE65 8DZ. Outline Application for development of approximately 42 dwellings with all matters reserved	<b>Registered</b>	See minutes from previous meeting for PC responses
18/00133/ADE	<b>Land South Of Deneburn Rothbury Road</b> Longframlington. Advertisement consent for 14no flag poles, 2no triangular V-boards and 3no sign boards.	<b>Withdrawn</b>	See minutes from previous meeting for PC responses
18/00427/VAR YCO 14/04082/FUL	<b>Land South of Dene House Farm Cottages</b> Harrogate Lane. Amendment to floor plan	<b>Granted</b>	See minutes from previous meeting for PC responses
18/00882/VAR YCO 15/03945/FUL	<b>Land West Of Meadow Lodge</b> – Variation in order to add dormers to the rear of plots 1, 3 and 4 and dormers to the front and rear of plot 2 ....	<b>Granted</b>	See minutes from previous meeting for PC responses
18/01091/ADE	<b>Land South Of Deneburn</b> Rothbury Road Longframlington Northumberland Proposal Advertisement consent for 8 flagpoles (6m high), 2no Triangular V boards... (Resubmission)	<b>Granted</b>	See minutes from previous meeting for PC responses
18/01213/FUL	<b>Land At South West Of Deneburn Rothbury Road</b> Longframlington Northumberland Proposal for two dwellings. ....	<b>Registered</b>	<b>The Parish Council does not support this application. The proposed development further alters the skyline in an area where the skyline has been significantly</b>

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Ref No	Description	NCC Status	Parish Council Position
			<b>altered by an on-going development. (Submitted)</b>
18/01333/PRU TPO	<b>Land South East Of Sea View Front Street</b> Tree preservation order application to cut back the branches on one Cherry tree to 1m ... and remove two sapling trees	<b>Granted</b>	See minutes from previous meeting for PC responses
18/01645/FUL	<b>Canada Farm</b> Longframlington: Proposed extension to falcon breeding facility, comprising 4 breeding chambers and 3 imprint chambers with associated paths, fencing etc.	<b>Registered</b>	<b>Support Application (to be submitted)</b>
18/00739/LBC	<b>Listed Building Consent: Lion House</b> 1 Church Street. To replace single glazed timber windows with nine half opening <b>wood look</b> sash style windows with double glazed units.	<b>Registered</b>	<b>No Objection (to be submitted)</b>
18/01832/FUL	<b>Planning Application</b> Lion House 1 Church Street Longframlington Morpeth Northumberland NE65 8DL To replace nine top opening single glazed timber windows with nine half opening <b>timber</b> sash style windows with double glazed units.	<b>Registered</b>	<b>No objection (to be submitted)</b>
18/01925/FUL	<b>Land South East Of Sea View Front Street</b> Longframlington Northumberland Change of use from agricultural field to curtilage of residential dwelling	<b>Registered</b>	<b>No objection (to be submitted)</b>
18/01735/FUL	<b>Rimside House.</b> Proposed new bungalow	<b>Registered</b>	<b>The proposed access would cause a reduction in the parking area alongside the A697 in front of the property where it is already limited. The view of any vehicle exiting from the proposed access would be severely restricted by other vehicles using the remaining parking area making it a blind exit onto the A697. This area of the A697 has several nearby driveways, the road is also of restricted width with bends at either end of the short straight piece of road where the access is proposed which could only exacerbate the difficulties for existing road users. It is the view of the Parish council that this would create unacceptable and unnecessary risk on what is an extremely busy road that has been called the most dangerous in Northumberland and that the application should be refused unless a safer alternative access can found.</b>

- b) 17/03662/FUL- Land East Of Longframlington Gardens. GF had spoken to Helen Marron the Principal Officer for the North Area Marron about this issue and she had promised to come back to him on this. It was understood that a number of the local landowners were making an application for a Review of the planning decision.
- c) 18/00751/SN Street naming: Cuthberts View. Whilst grammatically incorrect, this is how street names must now appear as punctuation is not allowed in street names anymore. NCC decided that as the PC did not object, Cuthberts View had been accepted.
- d) On-going planning concerns raised with NCC Planning Department and the outcomes of the Village Meeting regarding Planning and Development held on 30<sup>th</sup> May 2018. Following the village meeting on 30<sup>th</sup> May 2018, Ragu Sittambalam has provided an update on the highways works associated with 17/001107/FUL – Land North West of Lightpipe Farm in which the Highways department had stated that due to a need to maintain a turning circle for HGVs to manoeuvre around the corner, the proposed works at the junction at the North End of the village works were so minimal, that there appeared little point in the works taking place. Members were incensed by this response, as the requirement to alter the junction had been made as a planning condition at the approval stage. The PC had also stated as one of their main objections to the planning application that highway improvements of the type required at the junction were not practically possible. It was agreed that a response be submitted indicating that the Parish Council wanted the County Council to abide by the original decision that the condition to alter the junction be undertaken before any residents move into the development. **Action: GF**
- e) Proposal from the Annual Village Meeting to set up a Planning-Subcommittee. It was agreed not to set-up a planning sub-committee of the PC as this was impractical as it would involve substantial regulatory procedures to be set-up and managed. However, the PC had no objection for residents to create a local planning group for which they would consider any relevant issues raised by such a group.
- f) Proposal from LPC meeting 2<sup>nd</sup> May for independent planning developer to advise PC on responding to planning applications. It was agreed that such a proposal would be beneficial. MN agreed to investigate this matter including costs involved **Action MN**

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## 16. Action Plan – June 2018

- a) The annual action plan was amended to reflect the changes in dates for the allotment bills and the introduction of the revised risk assessment and inspection regime. **Action: Clerk**
- b) Allotments Inspection to be carried out for the next meeting **Action GF/GA**
- c) Village Inspection. All members were asked to check hedges, trees and weeds in their areas for the report to NCC. **Action: All**
- d) Pension auto-enrolment – Clerk was asked to consider if he wished to join a pension scheme and follow through the necessary administrative procedures. **Action: Clerk**

## Main Issues

- 17. Bus Timetables. Miss Nora Coulson had written to the Clerk to ask if the PC could do anything about the inaccuracies of the bus timetables at the two main village bus stops. Temporary timetables have been put up in the timetable display boards and NCC been contacted. Clerk wrote to Miss Coulson to explain what has been done and a letter of thanks to the PC has been received. Kirsten Francis has now left NCC and her work is now been taken over by Neil Easton (NE). After having to remind NCC that we were awaiting a response NE informed the Clerk that the bus timetabling information for Longframlington that has been submitted to the traffic commissioner was incorrect and a new registration has had to be submitted which can take up to 56 days to process.
- 18. Local Transport Plan. Feedback indicated that the requests for traffic calming on the Rothbury Rd and priority signage at Alnwick Fords were not included but that surface improvement between Longfram and Alnwick Fords Bridge had been. Members were asked to consider priorities for next year and to discuss these at the next meeting. **Action: All/Clerk**
- 19. Consultation on the future direction for the national NALC. It was agreed not to submit a comment.
- 20. Any Urgent Business
  - a) **NCC Road Hierarchy Consultation.** NCC are reviewing the road hierarchies in the light of a new Code of Practice. It was decided due to the complexity of the consultation not to make a response
  - b) **Rimside Plantation Management Plan – Consultation.** Scottish Woodland are applying to the Forestry Commission for felling and thinning licences for the plantation. Cllrs were asked to consider this matter and submit any comments to the Clerk. **Action: All/Clerk**
  - c) **Northumberland Local Plan – Consultation on Draft Plan.** Subject to approval by the Council's Cabinet on 14 June 2018, consultation on the Draft Local Plan will begin on 4 July 2018 and take place over a six week period until 15 August 2018. The draft plan is available on-line at <http://committee.northumberland.gov.uk/Meeting.aspx?MeetID=9060> and runs to over 300 pages. Members were asked to consider the plan and bring their comments to the next meeting. **Action: All**
- 21. **Agenda Items For, and Date of Next Meeting.** The date of the next meetings was agreed: **Wednesday 4<sup>th</sup> July 2018 at 7.00 p.m. in the Memorial Hall.**

**Garth Rhodes – Clerk to Longframlington Parish Council.**

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