

# THE PARISH COUNCIL OF WHITTON AND TOSSON

## Minutes of the PARISH COUNCIL MEETING 7.00 p.m. Thursday 27<sup>th</sup> October 2022 Parish Rooms, Rothbury

**Present:** Hilary Dunn (HD -Chair), Peter Henry (PH) Fran Tait (FT), Alan Tait (AT),  
**In attendance:** PCSO 9445 Philip Davidson / PCSO 6255 Daniel Palmer, Alan Winlow (AW), Clerk: Garth Rhodes.

The meeting opened at 7.00 p.m.

1. **Apologies for absence.** None.
2. **Minutes of the meeting held on the Thursday 27th October 2022** were reviewed, unanimously approved as a true record and signed as such (proposed AT, seconded (FT) All in Favour).
3. **Matters arising from the minutes including:**
  - a. Anchorage of new commemorative bench. AT had securely fixed the bench.
  - b. Insurance for bench. NCC had agreed to include the bench within our policy, Clerk to provide NCC with replacement cost  
**Action: Clerk**
  - c. Repairs and repainting of noticeboard. AT had purchased the materials for the repair and repainting which would be undertaken when the weather became more clement.  
**Action: AT**

### **New Matters**

4. **Police Report WHITTON & TOSSON (Nov 2022 – JAN 2023).** PCSO 9445 Philip Davidson presented the following report:  
**Crimes Reported** *There have been no crimes reported in the Whitton & Tosson beat area between 01/11/22 – 12/01/23 which would have a wider community impact.*  
**Anti-social behaviour / Incidents of note** *There have been no reports of anti-social behaviour/disorder between these times. Residents are encouraged to report any suspicious activity or anti-social behaviour via 101 or web submission. Officers will continue to provide visible patrols in the village.*  
**Northumbria Connected** *is our new tool to ensure that we are delivering on the issues that affect all our communities across the North East. We want to understand the issues that most impact you so that we can shape our Neighbourhood Policing to tackle them where you live. We want to tell you about the issues that you want to hear about and in a way that you choose. On sign up you can decide on the updates you will receive in either text or email. We can then send you a short survey to better understand what is impacting you and your community. After all no one will know better what is happening in your community than you. Northumbria Connected is the recognised media format going forward. Request that the Parish Councillors join Northumbria Connected and advertise this in the Parish magazine and social media as appropriate please. This will give residents of the parish the opportunity to feedback their policing priorities. <https://northumbriacconnected.co.uk/>*  
**Any other Business:**  
*Following a meeting today with Councillor Peter Colquitt, 11/01/23, it was agreed the Police will attend four Parish Council meetings per year. Neighbourhood Officers are also keen to engage with local residents and will be looking to arrange coffee morning drop-ins this year to engage with the local community. Dates and venues to be confirmed.*  
*If the parish have any concerns or wish to report something then please do via 999 for emergencies and 101 for all other matters. There is also the option of completing a web submission via the Northumbria Police website.*  
*Email address is [9445@northumbria.police.uk](mailto:9445@northumbria.police.uk) / [6255@northumbria.police.uk](mailto:6255@northumbria.police.uk) – if something is not urgent and you would like some advice please get in touch. Thank you – PCSO 9445 Philip Davidson / PCSO 6255 Daniel Palmer.*  
The issue of speeding on Carterside Road between Newtown and Tosson was discussed. PCSO Davidson suggested a discussion with Highways to have speeding strips installed. Once the data was collected, the Police could then consider the use of speed guns.
5. **Highways and Footways Report**  
**Highways Inspection:** 20 potholes have been notified via the web site to Highways Dept., and photographs sent to Mitch Young. These were in Whitton village, by the lime kiln, and between the Simonside Car Park and the cattle grid on the way to Lordenshaw. The road edge is also breaking away on this stretch.  
**Footpaths:** No issues to report.  
**Verges:** Some of the potholes in the passing places along Carterside Road are re-appearing. They will need some attention in the next few weeks.  
**Seats & Road Signs:** The ballast and cement left after creating the plinth for the commemorative bench is still available to create a plinth under the bench on Whitton Bank. I will try to organise this shortly.  
Alan Winlow received a complaint about the roses at the roadside outside Summerville growing out into the road and scratching the paintwork on cars. He has cut them back as the property is not currently occupied.  
**Drains:** The grips in various locations have been checked and cleaned out where necessary. The various drains along the roads have been checked and cleared of debris where needed. NCC have cleared the drains of silt along the lane to Weavers Cottage.
6. **Finance**
  - a. To confirm the approval of the Clerk's annual pay award 2022-23 and consider the annual review of the Clerk's salary. Following consultation with members, HD had agreed to take Chairs action to accept the pay award as set out below:  
The terms of the LGA agreement on pay includes the following:
    - i. With effect from 1 April 2022, an increase of £1,925 (FTE) on all NJC pay points 1 and above. This raised the new hourly rate at SCP 11 from £11.50 to £12.50. Members formally agreed the pay award.
    - ii. With effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement.  
Members were also asked to consider the annual review (incremental rise) of the Clerk's salary to take effect from the anniversary of the clerk's appointment on 9<sup>th</sup> January. An incremental rise to SCP 12 with hourly rate of £12.73 was agreed.  
**Action: Clerk**

## THE PARISH COUNCIL OF WHITTON AND TOSSON

b. Notification of receipts since the last meeting. Approved.

05/09/2022	Business Acc. 70103195	Interest	0.62
05/12/2022	Business Acc. 70103195	Interest	1.12
<b>Total</b>			<b>1.74</b>

c. Approval of Clerk's salary, expenses, PAYE & NI and Other Payments since the last meeting. Approved.

30/10/2022	Rothbury DCC	Room Rental 27/10/2022	12.00
30/10/2022	Alan Tait (reimbursement)	Sand/cement for fixing bench	79.15
01/11/2022	GNAAS	Donation	100.00
01/12/2022	Rothbury Parish Council (RJBC)	WTPCJBC Second Half	1331.05
08/12/2022	David Smith	Grasscutting	120.00
03/01/2023	G Rhodes	Pay & Expenses (Oct-Dec)	293.40
03/01/2023	HMRC	PAYE (Oct-Dec)	69.60
03/01/2023	Thropton Parish Council	Coquetdale Cluster Fee	17.12
<b>Total</b>			<b>2022.32</b>

d. Requests for donations. Coquetdale Amateur Dramatic Society was not approved as it did not meet the PC's criteria on funding.

e. Bank Reconciliation to 3<sup>rd</sup> January 2023. Approved.

<b>Balance per bank statements at 03/01/2023 online</b>	£
Community account	1940.30
Business Saver	<u>2009.16</u>
	3949.46
Less unrepresented cheques	0.00
Uncredited Deposits	0.00
Balance	3949.46
Balance per cash book	3949.46

f. To agree Budget and Precept for y.e. 31/03/24. The budget and Precept of £4695 was approved. **See Appendix 1**

7. Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27. The appointed auditor was MAZARS LLP. who work out of Newcastle.
8. **Correspondence:** All major items were on the agenda. The Correspondence list had been previously circulated with Clerk's report and specific emails of interest had been immediately forwarded to members on receipt. It was agreed that as correspondence was being dealt with effectively it should be removed from future agendas. **Action: Clerk**
9. **Planning:** To consider any planning applications and planning matters including:

a. Planning Applications.

<u>Reference</u>	<u>Address</u>	<u>Type</u>	<u>WTPC Comments</u>
22/04568/LBC	The Rectory Whitton	Application Registered	No Objection
22/04569/FUL	The Rectory Whitton	Application Registered	No Objection
21/04383/FUL	Rams Wood The Pele Tower Whitton	Application Registered	See previous minutes for comments

- b. Thropton Spar Lighting AW provided a disturbing report about the extreme light pollution emanating from the newly opened Spar Garage in Thropton. He produced detailed evidence, including photographic, of the problem. Members were extremely concerned with both the levels of light pollution in a rural area so close to the Dark Skies Park and the planning failure of NCC to allow this to occur. Members agreed that a letter be sent to the Head of Planning to express our concerns, (copied to key contacts including the Northumberland National Parks Authority, the Leader of the Council, the local county councillor and SPAR):
- i. that the NNPA Planning Department, as a neighbouring authority, was not consulted, given the site's closeness to the Dark Skies Park.
  - ii. How could the NCC Planning Process avoid making similar mistakes in the future?
  - iii. Was the illumination intensity agreed upon by the planners of the County Council or was there some mistake made with the installation?
  - iv. that the level of light pollution was extremely high for an Upper Coquetdale rural area and unacceptable for a location which was less than a mile from the Dark Skies Park.
  - v. The designation as an International Dark Skies Park was worthless if the lighting levels of new developments in the vicinity cannot be controlled. **Action: Clerk**

10. **Rothbury JBC Report including:**

- a. Signing of JBC Constitution The Chair signed the revised constitution **Action: Clerk**
- b. JBC Contribution Y.E. 3 31/3/24 £2680.00 - Agreed by JBC 12 Dec 2022.

## THE PARISH COUNCIL OF WHITTON AND TOSSON

- c. Diversion of watercourse Negotiation with Northumberland Estates continued.
11. **Coquetdale Cluster.** Next meeting to take place next month.
12. **Crisis response.** Nothing new to report.
13. **Archiving of Parish Council Records.** Members approved the request from the Clerk to archive old parish council records and to dispose of non-essential documentation over 7 years old. **Action: Clerk**
14. **NCC Enforcement Strategy Consultation.** Members received the consultation but had no comment to make.
15. **Northumberland Sandstone Ridges and Vales: A Valued Landscape Technical Report.** A hard copy of this report had been received. The report may help to provide evidence and argument when dealing with future planning issues.
16. **Any Other Business**
- a. Dog Fouling Simonside Car Park. The problem of dog owners leaving poo bags and litter at the site had re-emerged since the opening-up of the walks. Cllrs discussed possible new strategies to deal with this and it was agreed to ask the Police to patrol the area and also to write to Forestry England to ask that their patrols pick up left poo bags and litter and to suggest a dialogue and or meeting to discuss possible solutions to the problem. **Action: Clerk**
- b. Printing of Council papers. To reduce administrative costs and for sound environmental reasons, it was agreed that individual member paper copies of agendas and minutes were not provided at future meetings. One hard copy of the minutes for signature would be available at the meeting and individual online copies of the agenda and minutes would be circulated) in advance will be made available. Hard copy for individual members of the Clerk's Report (which follows the agenda structure) to continue to be provided at the meeting. **Action: Clerk**
- c. Tree Planting Projects. AW provided an overview of the recent and current tree planting projects and related funding received. Members were extremely appreciative with the extensive work being done and asked Alan to inform the Council of any specific tree planting projects that required funding that it could assist with.
- d. Re-opening of the Cottage Hospital. Members were delighted to hear about the imminent reopening.
- e. Recognition of Good Works. FT agreed to find out how individuals could be recommended for King's Honours and the Clerk to find out about Honorary Freeman titles. **Action: FT/Clerk**
17. **Date and Items for the next meeting: Thursday 30th March 2023 7.00 p.m. Parish Room Rothbury**

*The meeting closed at 8.37 p.m.*

**Garth Rhodes, Parish Clerk, 5 Wardle Terrace, Longframlington, NE65 8AB**  
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## THE PARISH COUNCIL OF WHITTON AND TOSSON

### Appendix 1

Annual Allocation of Income and Expenditure 2022-2023 & BUDGET 2023 -2024							
	2021/22	2021/22	2021/22		2023/24		84.29
		Actuals to Dec 2022	Est Annual total @ March 2023	Diff	DRAFT Budget	Notes	AGREED Budget
						10% used as rate of inflation.	
<b>Opening Bank/Cash On Hand</b>	3358.92	3519.03	3519.03	0.00	3352.96		
Precept	4250.00	4695.00	4695.00	0.00	4695.00	Suggested amount to maintain property charge at similar level (-0.86%)	
<b>Total Precepted Income</b>	<b>7608.92</b>	<b>8214.03</b>	<b>8214.03</b>	<b>0.00</b>	<b>8047.96</b>		
<b>Other income</b>				0.00			
Interest	0.20	1.94	1.00	-0.94	1.10		
Donations etc.	0.00	0.00		0.00	0.00		
NCC Cemetery Double Charge	13.00	0.00	13.00	13.00	14.50		
Capital Receipts	0.00	0.00		0.00	0.00		
General	0.00	0.00		0.00	0.00		
VAT	0.00	0.00		0.00	0.00		
<b>Total Other income</b>	<b>13.20</b>	<b>1.94</b>	<b>14.00</b>	<b>12.06</b>	<b>15.60</b>		
<b>Total All Income</b>	<b>7622.12</b>	<b>8215.97</b>	<b>8228.03</b>	<b>12.06</b>	<b>8063.56</b>		
<b>Expenditure</b>							
Admin Salary (NET)	831.36	722.92	900.00	177.08	990.00	included estimated annual increase	
PAYE	207.20	180.60	300.00	119.40	330.00	"	
Admin expenses	45.00	45.00	60.00	15.00	60.00		
Admin General	147.46	152.28	180.00	27.72	200.00		
Insurance	175.07	168.56	175.07	6.51	192.50		
<b>Total Administration Expenditure</b>	<b>1406.09</b>	<b>1269.36</b>	<b>1615.07</b>	<b>345.71</b>	<b>1772.50</b>		
<b>Village Amenities Expenditure</b>							
Maint/ance	120.00	199.15	250.00	50.85	275.00		
Room Hire	48.00	36.00	48.00	12.00	53.00		
Capital Spend	0.00	0.00	0.00	0.00	0.00		
JBC	2429.00	2662.00	2662.00	0.00	2680.00	Agreed by JBC 12 Dec 2022	
<b>Total Village Amenities Expenditure</b>	<b>2597.00</b>	<b>2897.15</b>	<b>2960.00</b>	<b>62.85</b>	<b>3008.00</b>		
<b>Grant Expenditure</b>				0.00			
Grants given	100.00	100.00	300.00	200.00	300.00		
S.137	0.00	0.00	0.00	0.00	0.00		
<b>Total Grants Payable</b>	<b>100.00</b>	<b>100.00</b>	<b>300.00</b>	<b>200.00</b>	<b>300.00</b>		
<b>Total Expenditure</b>	<b>4103.09</b>	<b>4266.51</b>	<b>4875.07</b>	<b>608.56</b>	<b>5080.50</b>		
<b>Total Income less Expenditure</b>	<b>3519.03</b>	<b>3949.46</b>	<b>3352.96</b>	<b>-596.50</b>	<b>2983.06</b>		
Total Income	7622.12	8215.97	8228.03	12.06	8063.56		
Total Expenditure	4103.09	4266.51	4875.07	608.56	5080.50		
	3519.03	3949.46	3352.96	-596.50	2983.06		0.00
<b>Precept for Individual Properties</b>							
	Precept	ITB	Amount Paid				
y.e. 31 March 2023	4695.00	64.73	72.53				
Proposed y.e. March 2024	4695.00	65.29	71.91				
<b>Property change on previous year</b>	<b>2024</b>	<b>2023</b>	<b>Increase</b>	<b>Monthly</b>	<b>% Increase</b>		
	71.91	72.53	-0.62	-0.05	-0.86%		
ITB: Indicative Tax Base equates to the number of households at Band D after removing those exempted							