

Minutes of ordinary meeting of Rothbury Parish Council held on Wednesday 13th April 2022 commencing at 7pm in the Dovecote Room Jubilee Institute

Those Present: Cllr Sutton (Chairman), Cllr Mrs Dawson, Cllr Hooks, Cllr Mrs Milne, Cllr Bridgett, Cllr Colquitt, Cllr Milne, C Miller (Clerk)

RPC/67/22 Apologies for absence

Cllr Mrs Arkle, Cllr Devlin

RPC/68/22 Declaration of Members Interests

There were no Declaration of Members Interests.

RPC/69/22 Minutes of previous meeting held 9th March 2022

It was resolved that the minutes of the previous meeting held 9th February 2022 be accepted as a true record.

RPC/70/22 Garden/village maintenance and related issues

RPC/70/22/01 To receive monthly gardening report and issues arising;

- **to consider revarnishing of noticeboard:** As varnish purchased in 2020 was due to expire, it was resolved the noticeboard be revarnished.
- **to consider Parish Council adding kerbing to War Memorial, further to County Council verbally agreeing to action 3 years ago:** it is over three years since the County Council verbally agreed to increase the height of the kerbing, the soil levels had dropped by at least four inches and concrete from posts were showing where soil had been washed away. It was therefore resolved the works would be undertaken by the village gardeners.
- **to consider replacing broken concrete post below Turk's Head with white painted wooden post:** It was resolved gardeners should replace post with concrete post, taken from elsewhere.

RPC/70/22/02 To receive update on application to Land Registry regarding village greens in front of Church House

Clerk had provided information to solicitor relating to length of time Parish Council had maintained the area.

RPC/70/22/03 To receive update on application to Land Registry regarding village greens already owned by RPC

Nothing to report.

RPC/70/22/04 To consider financing transportation of planter from quarry to triangle piece of land near to First School

It was resolved to seek quotations for transportation of planters, then contact Climate and Nature to see if they could organise Crowd Funding to cover the cost. Cllr Colquitt to also explore options within the parish for transportation of planters free of charge.

RPC/70/22/05 To consider repair(s) required to white railings at West End, opposite old hospital site

Dilapidated railings had been reported to County Council which were posing a danger to residents. County Cllr to follow up, Clerk to provide reference number of report.

RPC/70/22/06 To consider request from Over 60s for Platinum Commemoration crabapple tree on village green

M Evens had met with Over 60s and it was resolved to give permission for a crabapple tree on the village green, in front of old Doctor's Surgery.

RPC/70/22/07 To consider removing dilapidated seats from village green on fish shop bank

Several requests had been received for commemorative seating in the village centre. Some seats were becoming dilapidated and it was resolved these be removed in order for new seating to be placed.

RPC/70/22/08 To consider request for Dandie Dinmont information board at Armstrong Cross

Clerk had met with The Caledonian Dandie Dinmont Terrier Club August 2019 who had requested RPC's agreement to commemorate Willie Piper Allan and the Dandie Dinmont Terrier with a suitable plaque in Rothbury, which they believe would be of great benefit to the village and encourage additional tourism. It was resolved permission would be granted for the replacement of the current information board at the Armstrong Cross, featuring Lord Armstrong, who owned Dandie Dinmonts.

RPC/70/22/09 To consider request for Coquetdale Repair Café to hold street stall at Armstrong Cross on 7/5/22 (date had been changed to 23/4/22)

Coquetdale Repair Café, a community group from Rothbury/Harbottle were working on a project to set up a repair café in Rothbury, and wished to promote the initiative and gauge demand from the local community by way of a street stall. It was resolved to advise the stall be placed on hardstanding in front of Newcastle Hotel.

RPC/70/22/10 To approve costs for removal of unrepairable headstone from Haw Hill graveyard

Contractor had advised a broken memorial at the lower Haw Hill graveyard was unrepairable, in very poor condition and should be removed for safety reasons. It was agreed Cllrs would visit site, and consider further at next meeting.

RPC/70/22/11 To receive update on repair required to All Saints Church Clock

Clock currently out of sync following stormy weather, with Cumbria Clock Company to fit a device to monitor the clock over a period of time to understand the problem, with part having been ordered.

RPC/71/22 To receive update on land for proposed new toilet block

Director of Northumberland Estates to visit the parish in the near future, with County Cllr to arrange site visit, Clerk and Chairman to attend and to consider possible location for W/C block. County Cllr Leader Glen Sanderson had reported W/C improvements countywide, however Rothbury had not been included in these proposals, and he would be contacted, further to site meeting detailed above.

RPC/72/22 Rothbury Bike Track

RPC/72/22/01 To approve revised costs of £2146.25 plus VAT for warning signage and SLOW road markings in vicinity of bike track

It was resolved to approve the revised costs of £2145.25 plus VAT.

RPC/72/22/02 To receive update and letter of thanks from Bike Track Committee

A letter of thanks for the £2100 granted towards the Bike Track had been received from the Committee. Opening event planned for 23/24 April, once safety gate to entrance/safety signage had been installed.

RPC/73/22 To consider communications between Parish Council and residents

RPC/73/22/01 To receive update on upgrade of Parish Council web-site in order to improve communications between Parish Council and residents

New web-site to go live in the near future.

RPC/73/22/02 To consider possibility of Parish Council having use of printer in dedicated meeting room to be used in times of Crises, further to suggestion from County Cllr

County Cllr had met with Jubilee Institute trustees to consider utilising hall in times of crises, with report to be presented to trustees. There was a proposal for a generator to be located in the hall cellar, or on spare land at Rodsley Court. A further request to invite the County Cllr to attend the monthly crises management Working Group meetings made by Cllr Mrs Milne. This would prevent duplication of action, and there is a need for all involved in Crises Management, including Cllr Bridgett, to communicate, work together and share information fully to achieve the best outcome for residents.

RPC/74/22 Planning

RPC/74/22/01 Planning applications received

- 22/00682/FUL: Land North West of Pondicherry Cottage – construction of 4 No glamping pods and associated infrastructure – no objections
- 22/00765/LBC: Formal Gardens, Cragside – Listed building consent for conservation of hard landscaping to the formal garden including resurfacing of gravel paths, works to stone paving and stone, edging – no objections
- 22/00954/FELTPO: Moorside Hillside to Cove Cottage – Tree Preservation Order Application – no objections
- 22/00962/LBC: 16 Addycombe Gardens – Listed Building Consent to remove existing electric fire, open inglenook and install gas stove in woodburner style. New ensuite bathroom in attic – no objections

RPC/74/22/02 To receive update from Mid-Coquetdale Neighbourhood Plan Steering Group

Nothing to report.

RPC/74/22/03 Notice of Withdrawal of Planning Application

- 22/00289/FUL Percy Cottage Church Street Rothbury NE65 7UP – change of use/conversion of workshop.

RPC/74/22/04 Planning Application NO 21/03106/FUL: Demolition of the existing convenience store (Class E) and construction of a new retail foodstore (Class E) to be occupied by Co-operative Food Ltd/Mace Convenience Store, Townfoot

Demolition and construction methodology proposals available on County Council web-site.

RPC/74/22/04/01 To consider issues relating to construction/delivery vehicles

A reply had been received from Sansec Developments confirming the draft construction method statement had been received from their preferred contractor and currently being reviewed. They would look where possible to prevent site deliveries between 745am - 915am, and 3pm – 5pm. The construction method statement also subject to review and approval as part of the associated planning condition. Sansec Highways engineer preparing documentation to liaise with NCC highways engineer to consider the specifics of what needs to be monitored and how. Once agreed, this would be submitted to Case Officer in order to discharge the associated planning condition.

RPC/74/22/04/02 To consider the possibility of purchasing the piece of land next to the proposed new COOP store with a view to creating a car park

Cllr Hooks had spoken to landowner, and the cost of land and conversion would be in excess of £500,00,00 which was not feasible to the Parish Council. Matter to be removed from agenda.

RPC/75/22 Finance

RPC/75/22/01 To approve transfer of funds between Rothbury Joint Burial Committee budgets:

Transfer from/Amount	Current Budget	Transfer to	Current Budget	Revised Budget	Reason
Miscellaneous	£3,000	£50 to insurance	£1300	£1350	Insurance renewal confirmed, £50 underbudget
	£2950			£1350	

It was resolved to approve the transfer of funds between Rothbury Joint Burial Committee budgets.

RPC/75/22/01 To approve the following payments

PARISH COUNCIL				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Masquerade Costume Hire & Events	Town Crier Uniform	£126.40	£106	£20.40
Open Spaces Society	Annual membership fee	£45.00		
T W Alderson	Bolt	£3.25	2.71	0.54
Jubilee Institute	Rent of meeting room, February	£45		
Northumberland County Council	Bike track warning signs and road markings	£2575.50	£2146.25	£429.25
J Sutton (via Doves Builders Merchants)	Gravel	£95.88	£79.90	£15.98
M Evens	March village gardening/maintenance	£1559.09		
Employee Costs	Salary/HMRC	£1738.20		
Transfer to Rothbury Joint Burial Committee	Rothbury Parish Precept Snitter Parish Precept	£20335 £892		
JOINT BURIAL COMMITTEE				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Northumbrian Water	Quarterly water charge	79.83		
EON	Quarterly electricity charge	£45.01	£42.87	£2.14
Rontec	Fuel	£93.35	£77.79	£15.56
Gallagher (formerly Came & Company)	Annual insurance premium	£1340.76		
Jubilee Institute	Rent of meeting room, February	£9.00		
Newtown Engineering	Ride on mower repairs	£498.60	£415.50	£83.10
Longstaff Tree Surgery	Half day chipper hire	£50.00		
Cemetery Training Services Ltd	2.5 days cemetery training for two students	£2837.40	£2364.50	£472.90
M Evens	March Cemetery duties	£1020		
Employee Costs	Salary/HMRC/Pension	£3266.96		

It was resolved to approve the payments.

RPC/75/22/02 To consider the most up to date financial statements for Rothbury Parish Council and Rothbury Parish Council (RJBC) – receipts and payments; budget; bank reconciliation

It was resolved the most up to date financial statements were a true record. Cllr Mrs Milne to sign bank reconciliations.

RPC/75/22/03 To approve RPC donating 12 copies of The Valley Remembers (£3 each) to local schools

It was resolved to approve purchase of books.

RPC/75/22/04 **To approve quote for works required to All Saints and Haw Hill Churchyard walls**
Quotation(s) awaited.

RPC/76/22 **To approve letter of engagement to Mr M Ackroyd to carry out internal audit y/e 31/3/22**
It was resolved to approve the letter of engagement to Mr M Ackroyd to carry out internal audit y/e 31/3/22.

RPC/77/22 **To receive update on Borderlands Place Programme which includes proposals for traffic reorganisation in village centre**

The project does not at the present time include proposals for traffic reorganisation. Public consultation for general areas to be included in the scheme to be held in near future.

RPC/77/22/01 **To receive information from R Mckenzie County Council Officer, regarding traffic reorganisation and consider arranging meeting with R Mckenzie**

R Mckenzie had advised traffic reorganisation plans would not be available in the foreseeable future. It was resolved to invite R Mckenzie to a future PC meeting.

RPC/78/22 **To receive County Councillor update**

New gateway feature design to be altered. Interactive speed signs had been ordered through County Council

RPC/79/22 **To consider amendments to Code of Conduct**

Central Government had advised no amendments to the current Code of Conduct, therefore item to be removed from agenda.

RPC/80/22 **To consider plans for 2022 Queen Elizabeth celebrations**

RPC/80/22/01 **To approve purchase of rosettes for charity walk**

Rosettes could be sourced at £1/ each, with an approximate number of 300 required, and it was resolved to approve the purchase.

RPC/80/22/02 **To approve purchase of bunting**

It was resolved to approve purchase of bunting for display in the parish on the Platinum Jubilee weekend.

RPC/81/22 **To receive update regarding changes to Rothbury Post Office and consider response(s) to the Post Office and CO-OP**

Temporary Post Office to open 20/4/22 in old funeral parlour building behind the CO-OP. This would be published in Northumberland Gazette, along with posters displayed in the village.

RPC/82/22 **To receive update from Crises Management Working Group**

Parish Flood Committee had been advised on progress and would like to be involved in the group. Key documents in place, content of noticeboard/web-site to be confirmed. Training needs analysis/table top exercise to be held with County Council Resilience Manager, along with information session on the Civil Contingencies Act.

RPC/82/22/01 **To consider Parish Council App**

Cllr Devlin not present.

RPC/82/20/02 **To consider issues with digitisation of British Telecom network**

Digitilisation of network had been suspended at the present time.

RPC/82/20/03 **To receive update from Working Group meeting with County Council Resilience Officer**
County Council Resilience Officer to attend future Working Group meeting.

RPC/83/22 **To receive update from Armed Service Veterans Working Group**
There were organisations who wish to be involved in improving wellbeing of veterans and families. RAFA House re-opening event had been held 12/4/22. Veterans walk scheduled 3/6/22, with Fusiliers Museum to organise exhibition, and re-enactments a possibility.

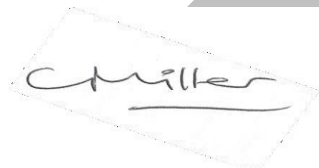
RPC/84/23 **To consider signing Armed Forces Covenant**
It was resolved to sign the Armed Forces Covenant.

RPC/85/22 **To receive information relating to Transport North East Bus Service Improvement Plan funding**
Transport North East region had received indicative funding through the Bus Service Improvement Plan of £163.5million over three years, with capital funding to prioritise buses on busy routes, and revenue funding to support improved fares and services for local people, one of the highest allocations in the country.

RPC/86/22 **Rothbury Joint Burial Committee**
RPC/86/22/01 **Annual review of burial fees**
Joint Burial Committee had been inquorate at meeting scheduled 11/4/22, therefore matter deferred until next meeting.

RPC/87/22 **To receive urgent business/items for next meeting**
Engagement with younger members of the community to be added to next agenda.

RPC/88/22 **Date of Next Meeting**
The next meeting of Rothbury Parish Council will be held on Wednesday 11th May 2022 commencing at 730pm in the Dovecote Room, Jubilee Institute. The Annual Parish Assembly will commence at 7pm.



Claire Miller, Parish Clerk

The meeting closed at 820pm