

ROTHBURY PARISH COUNCIL

AGENDA PAPER

You are hereby summoned to attend an ordinary meeting of Rothbury Parish Council to be held on Wednesday 14th February 2024 commencing at 7pm in the Dovecote Room Jubilee Institute, for the purpose of transacting the business contained within this Agenda. The public are welcome to observe, and parishioners may attend from 645pm, before the meeting commences, to ask public questions.

Part I

- RPC/22/24 Apologies for absence**
- RPC/23/24 Declaration of Members Interests**
- RPC/24/24 Presentation of Coronation Award to Rothbury Traditional Music Festival**
- RPC/25/24 Approval of Minutes of previous meeting held 15th January 2024**
- RPC/26/24 Garden/village maintenance and related issues**
 RPC/26/24/01 To receive monthly gardening report and issues arising
 RPC/26/24/02 To consider engaging professional to carry out tree survey
 RPC/26/24/03 To consider holding a list of contractors to contact during an emergency

RPC/27/24 Planning

Public comments can be submitted via Northumberland County Council website:

Northumberland.gov.uk/Planning.aspx or via post to: Development Control, County Hall, Morpeth, NE61 2EF

- RPC/27/24/01 Planning Applications received
- 23/04704/LBC: Listed Building Consent for new paving layout to the Eastern path in the lower Italian Garden – Gardens, Cragside House
 - 24/00328/FUL: 4 Walby Hill – Change of use from C2 (care home) to Sui Generis (shared 8 bed holiday let) with minor and internal and external adjustments including installation of conservation roof lights to front and rear elevations and creating opening for new door to replace existing window
 - 23/03886/FUL: Land East of Whitton View – Amended Plans - Construction of 41 dwellings and associated infrastructure including new access to Whitton View, SUDS and creation of landscaping and ecological mitigation area
- RPC/27/24/02 Planning Approval has been received for the following
- 23/04192/FUL: 7 Model Buildings, Rear second-storey extension above existing flat roofed off-shoot to accommodate en-suite bathroom
 - 23/02412/FUL: Plot 8, Land East of Dovecrag – Self build dwelling
- RPC/27/24/03 To receive update regarding Coquetdale Neighbourhood Plan

RPC/28/24 Finance

RPC/28/24/01 To approve the following payments

PARISH COUNCIL				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Jubilee Institute	Rent of Dovecote Room	£100.00		NIL
UCCT	December shoppers bus	£80		NIL

Thropton Parish Council	Coquetdale Cluster Fee y.e. 31.3.24	£157.41		NIL
Glasdon	Litter bins	£576.31	£480.26	£96.05
Village Gardeners	Village maintenance	£384		NIL
Julie Ayre	Summer bedding plants	£540.14		NIL
Northumberland Estates	Rent for Addycombe Allotments	£100		
	Rent for North River Bank	£50		
Employee	Salary	£1013.39		NIL
	Expenses	£181.11		
Northumberland County Council	Garden Waste Collection Service	£104		NIL
BURIAL ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
Village Gardeners	Whitton Bank Cemetery maintenance	£1195.49		NIL
Employees	Salary/HMRC	£2154.39		NIL
R&D Edmondson	Antifreeze, gear oil	£55.80	£46.50	£9.30
Northumberland County Council	Garden Waste Collection Service	£104.00		NIL

RPC/28/24/02 To approve the following Direct Debit/Debit Card payments, as per Financial Standing Order NO'S 5.5 and 5.6: Continuing Contracts and Obligations

BURIAL ACCOUNT				
Spa	Fuel	£133.69	£111.41	£22.28
Jewson	Plywood for grave boarding	£121.98	£101.65	£20.33

RPC/28/24/03 To consider the most recent financial statements and bank reconciliations for Rothbury Parish Council and Rothbury Parish Council (RJBC)

RPC/28/24/04 To consider quotations for All Saints Churchyard wall repair

RPC/28/24/05 To receive update on refurbishment of Addycombe play area; to approve wall repairs; to approve fence repainting

RPC/29/24 To receive update from Traffic Management, Public Signage and information Boards Working Group

RPC/30/24 To consider correspondence relating to mis-use of disabled parking spaces

RPC/31/24 To consider County Council correspondence relating to possibility of installing electric vehicle chargepoint, coordinates as follows:

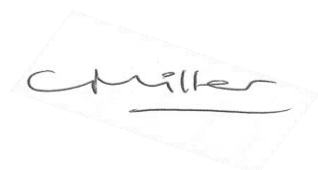
Rothbury	55.31204	-1.90697
----------	----------	----------

- RPC/32/24** **To consider proposed pedestrianisation of Church Street**
- RPC/33/24** **To receive County Councillor update**
- RPC/34/24** **Whitton Bank Cemetery**
 RPC/34/24/01 To approve submission of planning application for erection of 16ft x 10ft storage shed at Whitton Bank Cemetery
- RPC/34/24/02 Annual Review of Joint Burial Committee Constitution
- RPC/34/24/03 To approve purchase of goods and services as per Financial Regulation 5.7, which will be reported to the next Burial committee/Parish Council meeting, as follows: Fuel, electricity, water, employee costs, repairs and renewals.
- RPC/35/24** **To approve internal auditor Letter of Engagement**
- RPC/36/24** **To consider Action Plan further to recommendations contained within internal audit report 2022-2023**
- RPC/37/24** **To consider correspondence from Whitton & Tosson Parish Council relating to Crises Management**
- RPC/38/24** **To carry out annual review of Asset Register(s) for Rothbury Parish Council and Rothbury Parish Council (RJBC)**
- RPC/39/24** **To carry out annual review of Risk Assessment(s) for Rothbury Parish Council and Rothbury Parish Council (RJBC)**
- RPC/40/24** **To consider information received from Northumbria Police**
- RPC/41/24** **To receive information relating to Northumberland Household Waste Recovery Centres (HWRC)**
- RPC/42/24** **To consider adoption of Grievance Policy**
- RPC/43/24** **Northumberland Association of Local Council's – Kings Garden Party**
- RPC/44/24** **To receive urgent items/items for next Meeting**
- RPC/45/24** **Date of Next Meeting**

PART II

The Council is invited to consider the following resolution: That under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following items on the agenda, as the item involves the discussion of personal information.

- RPC/46/24** **To consider recommendations received from the Staffing Committee**



Claire Miller, Proper Officer 8th February 2024