

ROTHBURY PARISH COUNCIL

AGENDA PAPER

Dear Councillor. You are hereby summonsed to an ordinary meeting of Rothbury Parish Council to be held on Wednesday 11th September 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 6.45pm, before the meeting commences, to ask public questions.

RPC/171/24 Apologies for absence

Apologies and reason for absence to be given to the Clerk prior to the meeting

RPC/172/24 Declaration of Members Interests

Members are invited to disclose any Disclosable Pecuniary Interests or other personal interests they may have in any of the items of business on the agenda in accordance with the Code of Conduct

RPC/173/24 Chairman's Opening Remark(s) (for information)

RPC/174/24 Approval of Minutes of previous meeting held 14th August 2024

RPC/175/24 Garden/village maintenance and related issues

RPC/175/24/01 Monthly gardening report. Members are asked to consider report and issues arising

RPC/175/24/02 Waste bin at Ladies Bridge. Members to receive update from County Cllr in relation to possibility of County Council emptying a bin in the area

RPC/175/24/03 Bike Track. Members to consider inspection report from P Laing

RPC/175/24/04 Drain at Addycombe Play area. Members to consider clarification received from County Council.

RPC/175/24/05 Improvements to staff facilities. Members to approve works required to blocked drain, prior to drainage survey.

RPC/176/24 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/176/24/01 Planning Applications received

- 24/02771/FUL: Gimmerknowe – demolition of greenhouse and single storey porch; construction of two storey extension
- 24/02753/LBC: Lloyds Bank House – listed building consent for internal, external repair and maintenance of building with minor internal alterations
- 24/02785/FUL: 4 Walby Hill, Change of use from C2 (Care Home) to Sui Generis (6 Bedroom Holiday Let) and installation of rooflights
- 24/02847/FUL 7 Model Buildings – rear second-storey extension above existing flat roofed off-shoot to accommodate sun room

- 24/02891/FUL: Sandaig, Hillside – rear extension and raising roof of bungalow to create a one and a half storey dwelling. Conversion of garage to create a home office

RPC/176/24/02 Approval of Planning Application received

- 23/03886/FUL: Land East of Whitton View – Construction of 40 dwellings and associated infrastructure including new access to Whitton View, SUDS and creation of landscaping and ecological mitigation area (amended description 7.5.24)
- 24/02388/FUL: Whitton Bank Cemetery, New storage shed – Parish Council the applicant.

RPC/176/24/03 Coquetdale Neighbourhood Plan. Members to receive update.

RPC/177/24 Finance

RPC/177/24/01 Payments. Members are asked to approve the following payments. Chairman is asked to consider and sign the approved schedule against payments to be made.

PARISH COUNCIL BANK ACCOUNT				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Jubilee Institute	Additional meetings, July Additional meeting, August	£108.00 £15.00		NIL
Employee	September Salary	£1102.51		NIL
Nest	Employee pension, paid 2/10/24	£117.21		NIL
Northumberland Estates	Six months rent, land for bike track	£125.00		NIL
M Evens	August village maintenance Expenses	£1020.00 £91.87		NIL
UCCT	August shoppers bus	£80.00		NIL
BURIAL BANK ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
R&D Edmondson	Stiga, fit mulching plug to deck Drive belt	£183.91 £50.88	£153.26 £42.40	£30.65 £8.48
Employees	September Salary	£1986.11		NIL
NEST	September Pension (paid 2/10//24)	£178.81		NIL
M Evens	August cemetery maintenance	£824.00		NIL
Eon	Quarterly electricity charge	£211.53	£201.46	£10.07

RPC/177/24/02 The following payments have been made as per Financial Standing Order 5.6: Continuing Contracts and Obligations. Members to note payments. Chairman is asked to consider and sign the approved schedule against payments made.

CEMETERY BANK ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
Spar/Shell	Fuel 19/8/24	£53.51	£44.59	£8.92
Spar/Shell	Fuel 2/9/24	£50.27	£41.89	£8.38

- RPC/177/24/03 Budget/actual spend figures and bank reconciliations. Members are asked to consider the most recent budget/actual spend figures for Rothbury Parish Council and Rothbury Parish Council (RJBC)
- RPC/177/24/04 Virement of funds, Cost Centre 500. Members are asked to approve transfer of funds of £3000 from Unforeseen budget (4995) to Grasscutter budget (4750), and transfer of funds of £3500 from Repairs and renewals budget (4740) to Grasscutter budget (4750) to cover cost of replacement sit on grasscutting machinery
- RPC/177/24/05 Dedicated Parish Council office. Members are asked to consider options for dedicated Council office located in Jubilee Institute. Meetings would continue to be held in the Dovecote Room.
- RPC/177/24/06 Sit on grasscutting machinery, Whitton Bank Cemetery. Members to consider quotations for replacement equipment.
- RPC/178/24 Traffic Management, Public Signage and information Boards Working Group. Members to receive update.
- RPC/179/24 Parish Council Governance Review. Members to receive update**
- RPC/179/24/01 .gov email addresses. Further to internal audit recommendation, members to re-consider introduction of Parish Council and Parish Councillor .gov email addresses
- RPC/180/24 County Councillor update. Members to receive update.
- RPC/181/24 Borderlands Place Programme. Members to receive update.
- RPC/182/24 Local Transport Requests 2025-2026. Members to consider resident feedback and approve items for inclusion
- RPC/183/24 Northumberland County Council. Members to consider consultation Rights of Way Improvement Plan
- RPC/184/24 Off road scramble bike users on Carriagedrive. Members to receive update regarding concerns received relating to use of the carriagedrive.
- RPC/185/24 Biodiversity Plan. Members to consider adopting biodiversity policy
- RPC/186/24 Procedure for delegation of authority. Members to consider and approve formal procedure and proforma(s) in relation to delegation of authority.
- RPC/187/24 Northumberland County Council H.R. Advice Service. Members to consider and agree Terms of Reference.
- RPC/188/24 Northumberland County Council. Members to receive information relating to funding for bus stops

- RPC/189/24 Camper vans. Members to discuss provision of overnight facility in the parish
- RPC/190/24 Matters relating to Internal audit and engagement of internal auditor**
- RPC/190/24/01 Members to receive report from Joint Burial Committee relating to matters raised pertaining to Whitton Bank Cemetery year ending 31/3/24
- RPC/190/24/02 Members to receive report from Joint Burial Committee relating to engagement of internal auditor year ending 31/3/25
- RPC/191/24 Telegraph Lines Village green. Members to be advised poles have been sited on village greens, and that the landowner has a right to object
- RPC/192/24 Uniting for The Coquet – the launch of the Coquet River Action Group (CRAG)
- RPC/193/24 Climate and Nature. Members to receive invitation to Great Big Green Event 14/9/24 and screening of Six Inches of Soil 13/9/24
- RPC/194/24 To receive urgent items/items for next Meeting
- RPC/195/24 Date of next meeting



Claire Miller, Claire/RFO

5th September 2024