

ROTHBURY PARISH COUNCIL

AGENDA PAPER

(amended)

Dear Councillor. You are hereby summonsed to an ordinary meeting of the Parish Council to be held on Wednesday 9th October 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.

RPC/196/24 Apologies for absence

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

RPC/197/24 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/198/24 Chairman's Opening Remark(s) (for information)

RPC/199/24 Approval of Minutes of previous meeting held 11th September 2024

RPC/200/24 Garden/village maintenance and related issues

RPC/200/24/01 Monthly gardening report.

- 1.Members are asked to consider report and issues arising
- 2.Donkin's Lamp. Members to consider additional cleansing works.

RPC/200/24/02 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/200/24/03 Bike Track.

- 1.Members to receive detailed inspection report from P Laing and update on urgent repairs.
- 2.Members to approve hire/use of existing equipment, hire of tracked power barrow, purchase of quarry product (quotes awaited), two days labour £300/day in order to action non-urgent works.
- 3.Members to approve amendments to insurance policy.
- 4.Members to approve installation of removable barrier to the track.

RPC/200/24/04 Drain within Addycombe Play area. Members to receive update further to Cllr Sutton carrying out inspection.

RPC/201/24 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/201/24/01 Planning Applications. Members to consider applications received (none as at 3/10/24)

RPC/201/24/02 Approval of Planning Application received

- 24/02459/FUL: North Lodge, Cragside, installation of sewage treatment plant

PC/201/24/03 Refusal of Planning Application received

- 24/02022/FUL and 24/02/2023/LBC: 1 Church Street, Rothbury, Replacement frames and roof to conservatory, replacement windows, installation cladding

RPC/201/24/04 Coquetdale Neighbourhood Plan. Members to receive update.

RPC/202/24 Finance

RPC/202/24/01 Virement of funds, Cost Centre 200. Members are asked to approve the transfer of funds of £2000 from Unforeseen budget (4290) to Bike track budget (4180), to cover cost of labour, quarry product and hire of machinery to carry out maintenance works

RPC/202/24/02 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
Employee	Expenses April 2024 to July 2024	£493.65		NIL
Employee	Salary Expenses June 2024 to September 2024	£1102.51 £189.16		NIL
Nest	Pension, 4/11/24	£117.21		
SLCC	Innovation, Clerk training event	£78.00	£65.00	£13.00
Information Commissioners Office	Annual subscription	£40.00		NIL
Pete Laing Trail Design Ltd	Track inspection and maintenance work 4/9/24	£403.20	£336.00	£67.20
	Track repairs 3/10/24	£403.20	£336.00	£67.20
T W Alderson	Elbow grease, cloths, sponges	£4.00	£3.33	£0.67
M Evens	September Maintenance, village	£1243.19		NIL
BURIAL BANK ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
Youngs electrical Contractor	Test and replace cemetery lodge light	£71.88	£59.90	£11.98
Employee	12 months Expenses	£87.96		NIL
Employees	Salary	£1986.11		NIL

Nest	Pension, 4/11/24	£178.81		NIL
Chirnell Construction	Chimney repair, cemetery lodge	£130.00		NIL
M Evens	September maintenance, Whitton Bank cemetery	£983.00		NIL

RPC/202/24/03 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
Lloyds Bank	Monthly bank charges	£7.00		NIL
Anglian Water	Quarterly water charge	£94.77		NIL
Spar, Shell garage	Fuel	£75.18	£62.65	£12.53
PARISH BANK ACCOUNT				
Unity Bank	Quarterly fees and charges	£18.00		NIL
Eon	Electricity, 3 rd June to 31 st August 2024	£80.20	£76.38	£3.82e

RPC/202/24/04 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/202/24/05 Dedicated Parish Council office.
1. Members are asked to consider contract for Blaeberry Room, Jubilee Institute.
2. Members are asked to consider office protocol.

RPC/202/24/06 Sit on grasscutting machinery, Whitton Bank Cemetery. Members are asked to consider quotations for replacement equipment.

RPC/202/24/07 Drainage survey/Jet Vacuumation, Whitton Bank Cemetery. Members are asked to approve quotation for additional works

RPC/202/24/08 Cemetery Shed. Members are asked to consider quotation(s) for concrete base.

RPC/202/24/09 Allotments. Members to carry out annual review of allotment rent

RPC/202/24/10 Seating at Beggars Rigg. Members are asked to approve purchase of 1 No picnic table. Members to be advised further seating in Beggars Rigg car park would be of benefit.

RPC/202/24/11 Rothbury Wrestling Academy. Members are asked to consider community grant application received, under the Local Government Act 1972, The Free Resource, Section 137

RPC/203/24 Traffic Management, Public Signage and information Boards Working Group. Members to receive update.

RPC/204/24

Parish Council Governance Review. Members to receive update

RPC/204/24/01

.gov email addresses. Members are asked to consider report from Cllr Devlin regarding introduction of Parish Council and Parish Councillor .gov email addresses.

RPC/204/24/02

Parish Council Biodiversity Policy. Members are asked to consider response from CAN relating to draft biodiversity policy

RPC/205/24

County Councillor update. Members to receive update.

RPC/206/24

Borderlands Place Programme. Members to receive update.

RPC/207/24

Northumberland County Council. Members are asked to consider feedback from Climate & Nature Transport Group relating to Rights of Way Improvement Plan Consultation

RPC/208/24

Off road scramble bike users on Carriagedrive. Members to receive update regarding concerns received relating to use of the carriagedrive.

RPC/209/24

Engagement of internal auditor year ending 31/3/25. Members are asked to approve document in order to recruit internal auditor

RPC/210/24

Telegraph Lines Village green. Members are asked to consider information received from the Open Spaces Society and possible response to Openreach Pole Objection Team

RPC/211/24

Camper vans, overnight camping. Members to receive information relating to Haugh car park

RPC/212/24

Remembrance Day. Members to confirm arrangements for wreath laying.

RPC/213/24

Installation of electricity meter. Members to confirm arrangements for installation.

RPC/214/24

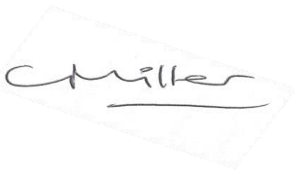
External Audit year ending 31/3/25. Members to be advised the external report will not be completed by 30/9/24 in line with the Accounts and Audit Regulations 2015

RPC/215/24

To receive urgent items/items for next Meeting

RPC/216/24

Date of next meeting



Claire Miller, Claire/RFO

3rd October 2024