

**MINUTES OF MEETING OF CRASTER PARISH COUNCIL**  
**Thursday 21<sup>st</sup> June 2018**

**Councillors Present**

**Chair:** Cllr Ann Fettis

**Parish Council members:** Elizabeth Pearson, Mark Green, Bryn Owen, Henry Cummins, Margaret Brooks and Jennifer Doherty

**In Attendance:** NCC Councillor Wendy Pattison, 2 members of the public and 3 NCC Local Services and Highways Officers.

**Clerk:** Adam Shanley

**2361 Declarations of interest**

Cllr Henry Cummins again declared an interest in all matters relating to car parking in the Parish due to the use of land as an overflow car park.

Cllr Mark Green also declared an interest in the car park.

**2362 Apologies for absence**

Apologies were received from Cllr Martin Smith and Cllr Rosie Robson

**2363 Confirmation of the Minutes for the Meeting of 17<sup>th</sup> May 2018**

The Minutes of the Parish Council Meeting held on 17<sup>th</sup> May 2018 were unanimously accepted as an accurate record by all Councillors present.

Proposer: Cllr Henry Cummins

Seconder: Cllr Ann Fettis

The Chair signed the Minutes.

**2364 Matters Arising**

No matters arising.

**2365 Presentation by NCC Officer Richard McKenzie on Craster Car Park** – Councillors were asked to

consider the report by NCC officers in respect of the proposed works at the quarry to extend the car park. Director of Local Services at NCC, Paul Jones was also in attendance for this section.

The officers advised that they had held a public exhibition prior to the meeting of the CPC today and that a good turnout had been recorded and the plans had been well received by those who had attended.

It is proposed as part of the scheme that the front of the existing car park next to where the Tourist Information Centre is located will all be disabled car parking spaces. There will also be an additional 2 electronic vehicle charging bays, as part of NCC's wider County-wide policy to encourage electrical vehicle usage.

The officers also advised that the timeframe for carrying out the work i.e. November 2018 – February 2019 was still on track.

The County Council are looking to see what they can do to widen the access to the new car park, owing to feedback which they had received about pedestrian access and user safety. This is something the Parish Council and residents will be kept updated on.

The officers reiterated that the provision of spaces for coaches would not be an option as part of the scheme as this would take away spaces for cars and would actually reduce the number of spaces currently at the existing car park.

Cllr Mark Green asked whether the County Council would consider including a shed or a boat house as part of the new car parking scheme to allow for the rowing club to house their boats. The officers

advised that they would investigate this further and get back to us on this.

There were some concerns raised with the officers about speeding in the Parish and in particular it was felt that the road coming down from the Arch into Craster ought to be a 30mph limit. The officers advised that this would not be possible as 30mph zones are only introduced in built up areas and this area did not meet this criteria.

On the feasibility study for permit parking, Cllr Ann Fettis advised the officers that she had received feedback from residents at the recent Annual meeting in May to say that this isn't a scheme they would welcome.

The Chair thanked the officers for their time during the day for the public exhibition and for coming along to the Parish Council meeting to provide the Parish Council with the report.

#### **2366 Financial matters –**

a. **Bank Balance** – £4,079.73 at 08/06/2018

b. **Received since** 17/05/2018

£600 contribution from local businesses towards LEADER project

c. **Spent since** 17/05/2018

Clerk wages & expenses (Apr-May 2018) - £240.00

PAYE (Apr-May 2018) £60.00

Ian Howe Landscaping Ltd (CCT playground project) -

£6,000.00 Michael Cotton Fencing Contractor - £2040.00

d. **Cheques required**

Clerk wages & expenses (May-June 2018) - £192.00

PAYE (May-June 2018) - £48.00

NALC – annual subscription costs - £88.48

NALC – annual website fee - £75.00

Cllr Mark Green - £19.19 (purchase of Council printer ink cartridge)

Cllr Mark Green - £52.99 (purchase of Council printer)

Cllr Bryn Owen asked if it would be possible to see a copy of the full accounts as part of the financial reports provided to Craster Parish Council meetings going forward.

#### **2367 County Councillor's report –** County Councillor Wendy Pattison provided her report to the Parish Council.

Councillor Pattison provided an update on the resident parking difficulties at South Acres and Dunstanburgh Road, advising that a productive meeting took place at South Acres on May 22nd with Mr Simon Crosthwaite, Housing Officer and Mr Richard McKenzie, Traffic Manager, to discuss resident parking problems. Cllr Pattison advised that Traffic Management were extremely positive and felt heavy-duty mesh covering the grass at the top of South Acres would allow cars to park easily and would be environmentally friendly. It will not be visible from the road at the bottom so it would be unlikely to entice tourists to park there. Residents will get a letter asking for their opinion as also will the parish council. Housing and Traffic Management (Highways) will pay for this work to be done and depending on costs escalating, Cllr Pattison advised that she may be able to give some of her members allowance towards the scheme. Richard McKenzie also looked at problems at Dunstanburgh Road due to resident concern re parking problems in this area and he thought resident permit parking was the only answer. A resident parking permit costs £15 per year and entitles residents to park 2 cars. This would entail a letter being sent out to all residents/house owners at Dunstanburgh Road asking for their opinion. Parish Council feedback on this suggestion would be appreciated

A1 closure – Cllr Pattison advised that Cllr Glen Sanderson, Cabinet member for Local Services at NCC has requested a meeting at County Hall to discuss the postponed A1 Road Closure which is now

due to take place later this year. The meeting will include Highways England representatives, NCC Highway Officers and local County Councillors.

9 Parish Chairman Meeting – Cllr Pattison advised that the next group meeting for all 9 Parish Councils would be held on Friday 5th October at 6.30pm at the Thrunton Trout Fishery.

**2368 Update on programmes of work by NCC** – Councillor Cummins, acting as our rep between Parish and County Council, advised that he felt everything he had to say on this had already been covered in the reports by both the NCC officers and County Councillor Wendy Pattison and had nothing further to add.

**2369 EJBC (Embleton Joint Burial Committee) report** – verbal update provided by Parish Council representative Cllr Elizabeth Pearson. Cllr Pearson reported that the Burial Committee were still awaiting an update from CAN in respect of the grant to renovate the Cemetery House to become an affordable property for a local family in the Parish. Cllr Pearson advised that she would keep the Parish Council updated on any developments in this regard.

Cllr Pearson also advised that the tender had gone out for works to be carried out on behalf of the EJBC and responses were still being sought.

Furthermore, feedback had been received that Steve Tennant, the contractor for the grass cutting, was doing a fantastic job in his works.

Cllr Pearson advised that adverts had also been posted locally to seek volunteers to carry out works within the Cemetery House, so far only 3 volunteers had come forward and all of these were members of the EJBC. The Chair thanked Cllr Pearson for her update.

**2370 Updating on renewing bins** – Cllr Ann Fettis thanked Cllr Smith for providing his report of the state of the bins in the Parish. It was agreed that the Parish Council ought to look into this as a matter of some urgency as soon as the money for the Craster trail project had been returned to the Parish Council from LEADER. Cllr Owen did suggest that a contribution towards sponsoring a bin in the Parish by all of the local businesses ought to be sought and Cllr Mark Green agreed to do a walk about with Cllr Smith to seek such support from the local businesses.

#### **2371 Planning Matters –**

**18/00520/FUL** | Erection of two dwelling houses with underground garages. | Land To North Of Heugh View Dunstan Village Dunstan Northumberland – the Clerk reported that this application had been granted permission to proceed.

**18/01338/FELTPO** Tree Preservation Order Application for the removal of 1no. Mature Ash (T1) and removal of 2no. Scots Pine (T2 & T3) | The Bogie Craster Alnwick Northumberland NE66 3ST – the Clerk reported that this application had been granted permission to proceed.

**18/01401/FUL** | Erection of 1 no. residential unit (C3 use) | Land West Of 15 Dunstanburgh Road Dunstanburgh Road Craster Northumberland – the Clerk reported that this application had been referred to the planning committee at Northumberland County Council to make a decision on.

**18/01592/FUL** | Re-siting of a static caravan | Land North West Of Dunstan Steads Farm Embleton Northumberland – the Clerk advised that the Council needed to formulate their response to this application. The Parish Council decided to object to this application owing to no case being made in the current application for the need for the caravan. Cllrs Owen and Green proposed that the Council object on this basis. This was supported by the majority with two Councillors abstaining from the vote.

- 1 **18/01976/REM** | Reserved Matters Application for access, appearance, landscaping, layout and scale relating to approved outline planning permission 14/04120/OUT | The Bark Pots Tea Room 9 West End Craster Alnwick Northumberland NE66 3TS. The Clerk advised that the Council must formulate their response to this application. The Parish Council decided to object to the application on the basis that they felt that the materials defined in the application were inappropriate in the context of the location of the site and are a significant change from those submitted and approved during the outline planning process. It was also mentioned that the scale, and particularly the overall height, of the proposed scheme was out of proportion to the site and a significant diversion from the outline approval. It was observed that this was particularly critical with respect to the dwelling at the west of the site which is on elevated land. The Parish Council also supported the objection from the Local Flood Authority and consider it essential that this is addressed before the application can be properly considered.

**2372 Parish Council policies** – Councillors were asked to consider the adoption of an equality and diversity policy. This item had been brought to the Council by Cllr Robson in the previous meeting and the Council had agreed to this in principle. The Clerk reported that Cllr Robson had given her apologies and advised that the policy would be presented to the Council for approval at the July meeting of the Parish Council.

**2373 Registering the Tourist Information Centre** – Cllr Henry Cummins provided an update to the Parish Council following last month's meeting whereby it was agreed to move forward with the application for registering the Tourist Information Centre as a Community Asset. Cllr Cummins advised that he had submitted the according application to the County Council as the decisionmaker and he would provide the Parish Council with an update on this as soon as he heard back from NCC on this.

**2374 LEADER Grant update** – the Clerk provided an update on the progress of the LEADER project, advising that the leases were the only items remaining to be finalised as well as a meeting with the footpaths officer to gain agreement for NCC to maintain the path. Cllrs Owen and Brooks agreed to meet with the officer and take this forward and the Clerk advised he would be sorting the leases out as soon as possible with the parties in question.

**2375 Tender for grass cutting in the Parish** – The Clerk advised that following the advertising of the two tenders for grass cutting and maintenance, 1 application had been received from Mr Stephen Tennent. The tender would take from June 2018 – June 2021 following the resolution of the Parish Council at the June Parish Council meeting. It was unanimously agreed to award both tenders to Stephen Tennent.

**2376 Transparency Fund update** – Cllr Green advised that the printer had been purchased and that he would soon be purchasing a laptop for the use of the Parish Clerk for all works on behalf of the Parish Council. Cllr Green also advised that he had not registered the postcode of the Village Hall with Royal Mail. There was some debate over whether the appropriate postcode had been selected and Cllr Green advised that he would look more into the points raised. It was also proposed, following Cllr Green seeking costs for the installation of broadband and a phone line into the Hall, that the preferred supplier should be selected and Cllr Green advised that he would work with the CCT and the Clerk of the CPC to move this forward.

**2377 Craster Community Trust** – no formal report was provided to the Parish Council in Cllr Robson's absence. However the Clerk reminded the Council of their commitment to purchase a piece of playground equipment and advised that he had notified the Trust that this would only be possible

following the successful return of the LEADER funds.

**2378 Correspondence received**

Correspondence received from Natural England querying about the ownership of certain plots of land within the Parish.

Correspondence received from Mrs Marion Gallon about the sign for Dunstanburgh castle being removed and left by the contractor who installed the fingerpost sign at the harbour – this has now been moved by Bill and his team.

Correspondence received from Mr Adrian Hinchcliffe as AONB rep requesting any information that he ought to share at his next AONB meeting on behalf of the Parishes – the Clerk sought views and has responded accordingly.

Correspondence received from Mr John Gallon requesting that the Parish Council request that Cllr Wendy Pattison look to see what can be done about the parking issues on the North Side and to ask that the whole village be considered when any parking issues are being discussed.

Correspondence received from Susan Walton at NCC to advise that there has been an admin error at the County Council and we are being refunded the £177.71 (insurance payment) as a result due to a double charge.

**2379 Parish Council Administration** – the Clerk reported that there was a need to approve the annual audit of the Parish Council finances as part of our statutory requirements. The Clerk advised that he had sought the assistance of Fraser Suffield from Embleton who had carried out the audit last year to do this as agreed at the previous Parish Council meeting. It was decided that a special meeting next week would be called to carry this out.

**2380 Items for Next Agenda** – the Clerk reminded everyone to write to him directly if they would like anything on the Agenda for the upcoming June Parish Council meeting.

**2381 Date and Time of Next Meeting**

The next meeting of the Council is to be held at 7.00pm on 19<sup>th</sup> July 2018.

**Open to Public & Press**