

MEETING OF CRASTER PARISH COUNCIL
Thursday 15th November 2018 – 7.00pm in the Craster Memorial Hall

Agenda

The Parish Council may, by resolution under the Public Bodies (Admission to Meetings) Act 1960; S1, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

THE MEETING WILL OPEN WITH PUBLIC QUESTIONS

2361 Declaration of interests

2362 Apologies for absence

2363 Confirmation of the Minutes for the Meeting of 17th October 2018

2364 Matters Arising

2365 Financial matters

a. **Bank Balance** – £8,027.89 at 7/11/2018

b. **Received since 17/10/2018**

N/A

c. **Spent since 17/10/2018**

Clerk wages & expenses (Sept-Oct 2018) - £240.00

PAYE (Sept-Oct 2018) - £60.00

Refund to Cllr Mark Green for Plusnet setup - £25.20

d. **Payments required**

Clerk wages & expenses (Oct-Nov 2018) - £240.00

PAYE (Oct-Nov 2018) - £60.00

NCC Insurance payment - £177.79

2366 County Councillor's report - circulated Questions to the CC.

2367 Update from meeting with Footpaths Officer – Verbal update to Parish Council following meeting with Footpaths Officer Philip Bradley on 8th November.

2368 EJBC (Embleton Joint Burial Committee) – Councillors are asked to consider correspondence from EJBC Clerk in relation to the precept for 2019-2020

Verbal update from Parish Council representatives on the works to the Cemetery House

2369 Planning Matters

18/01592/FUL | Re-siting of a static caravan | Land North West Of Dunstan Steads Farm Embleton Northumberland

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.

18/02326/CCD | Expansion of existing car park area at Craster plus provision of 2 EV charging bays | Upper Car Park Craster Quarry Car Park West End Craster Alnwick Northumberland NE66 3TW

18/02966/FUL | Proposed rear porch extension and new conservatory to lounge. Remove external rendered skin and replace in natural stone. Clad rear rendered walls in grained light grey shiplap boarding. Remove concrete roof tiles and replace with slate. Remove brown stained windows and doors and replace in dark grey aluminium. | Avala The Skeres Craster Alnwick Northumberland NE66 3TN

18/03379/FUL | Erection of 1 residential unit (C3 use) | Land West Of 15 Dunstanburgh Road Dunstanburgh Road Craster Northumberland

2370 Christmas Tree – Verbal update from Clerk on plans for the festive season

2371 Noticeboard – Councillors are asked to consider a request to purchase a new noticeboard for the community.

2372 Traffic Matters – Councillors are asked to consider action on 20mph and parking.

2373 Annual Meeting of Parish – Councillors are asked to consider the Agenda items and method of promoting attendance at the Annual Meeting of the Parish on 29th November.

2374 Craster Trail update – verbal update from the Clerk on recent works to the Craster Trail.

2375 Bins – Update from Clerk on the progress with the bins. Councillors are also asked to consider whether to proceed with requests for funding from local businesses/ holiday homes.

2376 Precept – Councillors are asked to consider the report by the Clerk and decide on what level of precept they'd like to propose to the Full Parish meeting on 29th November

2377 Transparency Fund update – update on phone line and broadband to the Hall.

2378 Craster Community Trust – report from Parish Council representative

2379 Correspondence received

Correspondence received from Hungry Gap Productions asking for permission to film the Harbour as part of a food programme to be aired on Film Four.

Correspondence received from Mr Conrad Clayton re: coastal path NCC PRow REF 109/013

Correspondence received from Mr Peter Thompson at NCC re: closure of Public Footpath number 13. Councillors are asked to consider their response to this.

2380 Parish Council Administration - Verbal update on casual vacancies on Parish Council from the Clerk.

2381 Items for Next Agenda

2382 Date and Time of Next Meeting

The next meeting of the Council is to be held at 7.00pm on 17th January 2019.

Open to Public & Press

RECEIPTS and PAYMENTS ACCOUNT	Craster PC 2018/19		
Craster Parish Council - Financial Position @7th November 2018			
RECEIPTS			This Year
	Precept		£ 2,500.00
	Bank/VAT		£ -
	Refunds		£ 2,698.72
	Misc		£ 6,856.00
	TOTAL RECEIPTS		£ 12,054.72
PAYMENTS			This Year
	Salary		£ 1,632.00
	HMRC		£ 408.00
	Grants/ Donations		£ -
	Travel		£ -
	Postage Etc		£ -
	Burial Cmtee		£ -
	Admin		£ -
	Misc		£ 16,164.12
	VAT		£ 2,063.15
	Bank		£ -
	TOTAL PAYMENTS		£ 20,267.27
	Increase/Decrease in Funds		-£ 8,212.55
£ -	Funds at start of the year		£ 16,240.44
	Funds at end of the year		£ 8,027.89

Craster Parish Council

Precept report 2018

There is a requirement for the Parish Council to formally agree our precept requirement for the financial year 2019-20 by 25th January.

Craster Parish Council historically have consulted the Parish on the precept level for the year ahead in the Annual November meeting. This will need to be discussed at the November meeting of the Parish Council on 15th and proposed to the Parish meeting at the agreed revised date.

In order to aid the Parish Council in this process, I have detailed our interim 2019-20 tax base in the attached excel file. **Please note that this tax base incorporates an increase in the council tax collection rate of 0.5%. In 2018-19 the collection rate for council tax was 98.8% and for 2019-20 it will be 99.3%.**

The tax base is due to be approved by Northumberland County Council's Cabinet on 15 January 2019. This is later than in previous years and is to allow time for consultation on proposals to amend the Council Tax Support Scheme. The Council Tax Support Scheme is to be considered by Cabinet on 11 December 2018 and then full Council on 9 January 2019. We will be informed in writing of our indicative revised tax base including the proposed changes on the week commencing 19 November 2018. We will also be notified of any changes to this indicative tax base once a decision has been made by full Council and the final tax base has been agreed (15 January 2019).

We do not have to provide a breakdown of expenditure and income for inclusion with the Council Tax leaflet for 2019-20, as our precept does not exceed £140,000.

We need to formally agree our precept and return our request form to NCC by 25 January 2019 and the County Council is able to set the Council Tax for our area at its meeting on 20 February 2019, fifty per cent of the precept will be paid by 30 April 2019 and the remainder by 30 September 2019.

By way of background on our precept, the following have been our precept levels over previous years:

Financial year 2016/17 - £5,000.00

Financial year 2017/18 - £3,000.00

Financial year 2018/19 - £2,500.00

Financial year 2019/20 - TBC

There is a proposal that the precept for Craster be raised to £5,500.00. What this means in terms of cost per household and bandings is set out in the attached excel file.

The purpose of increasing the precept is to cover our ongoing operation costs for the year. At present, the below are the following expenditure obligations we have as an authority:

Operation costs

Clerk salary and HMRC PAYE payment – on average £300.00/month

Insurance payment - £180.00

Subs – NALC and CAN for website – approx. £160.00

Costs for contractor – (based on 2017/18) - £340.00

Christmas tree - £150.00

Projects

Replacement of bins - £3,500 - £4,000

LEADER part 2 – costs TBC

Funding requests

Funding towards EJBC - £494.00

Recommendation

- (i) Councillors are asked to consider this report and agree on a level of precept they would like to propose to the Parish at the next Full Parish meeting.**
- (ii) Councillors agree to formally agree the precept level at the January meeting on the Parish Council on 17th January for this then to be submitted to the County Council.**