

LONGFRAMLINGTON PARISH COUNCIL

MINUTES OF MEETING

Meeting on: 3rd April 2019
Meeting at: Longframlington Memorial Hall
Meeting time: 7:00 pm
Present: Cllrs: Gillian Atkinson (GA) Allison Davis (AD), Graham Fremlin (GF) - Chair, John Munro (JM), Gillian Nelles (GN), Diane Lakey (DL), Dave Wellden (DW).
In attendance: Clerk: Garth Rhodes.

The meeting opened at 7:02 pm

- 1) **Apologies for Absence** – Councillor Trevor Thorne (TT)
- 2) **Table Urgent Business to be discussed in 20 below**
 - a) Welcome Pack
- 3) **Declaration of Interests** – None
- 4) **Gifts & Hospitality** – None
- 5) **Community Police Report** - None
- 6) **County Councillors Report** – TT had asked GN to report that he was pushing hard at every opportunity for Sheltered Housing to be included in the forthcoming Housing Building Strategy.
- 7) **Minutes Of Previous Meeting** - The minutes of the meeting held on **6th March 2019** were reviewed, unanimously approved as a true record & signed as such.

Housekeeping Issues

- 8) **Matters Arising Out Of Minutes**
 - a) A697 & C106 Road Repairs. NCC had responded favourably to the outcomes of the meeting with local businesses and were working to a September/October date for the repairs to the A697. They had already started to undertake minor repairs to grids and man-hole covers.
 - b) GDPR Audit and Next Steps. Final re-cycling of papers had been undertaken. A small amount of material to be archived at Woodhorn. No further work on GDPR at present due to pressures of other work.
 - c) Speeding - deployment of speed monitoring strips on Rothbury Road. Nothing further to report.
 - d) Miller Homes Development- Felling of two protected trees. Reported to Planning Enforcement who replied that they were already investigating this and would reply to us in due course. No reply received as yet.
 - e) Benches for the Green. These have been ordered and were to be picked up last week but not as yet informed whether they have.
 - f) West House, Rothbury Road. Surveyor's letter received concerning the issue of damp. The PC was agreeable for the owners to have access to the allotment land to check out and carry out remedial work. GF to meet with owners and then confirm the PC's position in writing. **Action: GF/Clerk**
 - g) Football match in memory of Paul Jones. The PC gave permission for the match to go ahead on the KGV playing field on Sunday 19th May. The organisers would also be able to arrange for an extra grass cut of the football pitch at their expense. GA to inform the organisers. **Action: GA**
 - h) Seat at the top of Harrogate Lane. Agreed that JM/DW would repair or remove the seat as deemed appropriate **Action: JM/DW**

9) **Meetings to Attend / Attended** – None

- a) Receipts in the month of March 2019 were approved

| | | | | |
|--------------|-----------------------|------------------------------------|------|--------------|
| 05/03/2019 | Mr Billy Wealleans | Allotment Water (8a) | cash | 7.75 |
| 05/03/2019 | B Conway | Allotment Rent & Water Rates (11a) | chq | 17.75 |
| 31/03/2019 | Yvonne & Mark Ellis | Allotment Rent & Water Rates (11a) | BACs | 35.50 |
| 04/03/2019 | Barclays Business A/C | Ac No. 30586455 Interest | | 3.04 |
| Total | | | | 64.04 |

- b) Clerk's salary, expenses, PAYE & NI and other payments were approved

| March | | | |
|--------------|-----------------------------|--|----------|
| 06/03/2019 | Gavin Christie | Netting Sports court | 56.00 |
| 08/11/2019 | British Gas | Electricity Sports Court re f710160000 | 9.57 |
| 11/03/2019 | NTC | donation | 50.00 |
| 18/03/2019 | Garth Rhodes | Reimbursement Furniture at Work Tables | 270.00 |
| 18/03/2019 | Evershed Products | x2Backless Benches | 470.40 |
| 19/03/2019 | Gavin Christie | Lay hard-core outdoor gym area | 294.00 |
| 25/03/2019 | Kompan Scotland | Purchase & Install Multiplay Equipment | 22609.58 |
| 25/03/2019 | Fraser Electrical Solutions | Repairs to Sports Courts lights | 294.00 |
| 20/03/2019 | Longfram Memorial Hall | Grant | 400.00 |
| April | | | |

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|--------------|--------------|--|-----------------|
| 03/04/2019 | HMRC | PAYE | 84.80 |
| 03/04/2019 | Garth Rhodes | Salary & Expenses | 342.79 |
| 03/04/2019 | LPC | Recharge Clerk's wages to cemetery (Mar) | -69.56 |
| 03/04/2019 | Garth Rhodes | Reimbursement purchase envelopes | 26.06 |
| Total | | | 24837.64 |

- c) Requests for donations. Friends of Alnmouth Station - request to sponsor a planter It was approved to donate £25
d) Bank Reconciliation to 31st March 2019 was approved

| Balance per bank statements | | | | £ |
|----------------------------------|-------------------|-------------------|---------|----------|
| at 31 st March 2019 | Community account | | | 67010.71 |
| | Business Saver | | | 6090.28 |
| | | | | 73100.99 |
| Less unpresented cheques | | | | |
| Cemetery | | | | 0.00 |
| Parish Council | 101984 | Sonia Beal | 30.00 | |
| | 101989 | Gavin Christie | 56.00 | |
| | 101994 | Evershed Products | 470.40 | |
| | 101995 | Gavin Christie | 294.00 | |
| | 101997 | Kompan Scotland | 2260958 | |
| | 101998 | Fraser Electrical | 294.00 | |
| | | | | 23753.98 |
| Uncredited Deposits - Cemetery | | | | 0.00 |
| Parish Council | 31/03/2019 | M Ellis | 35.50 | 35.50 |
| Balance per cash book 31/03/2019 | | | | 49382.51 |
| | PC | | | 32941.13 |
| | Cemetery | | | 16441.38 |
| | | | | 49382.51 |

* The 0.20p difference due to an error on the chequebook stub no. 200076 to HMRC in April 2018 Bank Statement and resolved in preparation for Internal Audit.

- e) Approval of Accounts to March 19 – pre Annual Return – The following 4 were approved:
i) Annual Allocation of Income and Expenditure 2018 to 2019

| Longframlington Parish Council | | | |
|--|----------|-----------------|---------------|
| Annual Allocation of Income and Expenditure 2018 to 2019 | | | |
| Allotment Receipts | | | 546.00 |
| Allotment Expenditures | | | -373.85 |
| Net Income Less Expenditure | | | 172.15 |
| Opening Bank/Cash On Hand | 43039.16 | | |
| Precept | 24000.00 | | |
| Total Precepted Income | | 67039.16 | |
| Other income | | | |
| Interest | 12.13 | | |
| Donations etc. | 0.00 | | |
| Memorial Hall | 25.00 | | |
| Capital Receipts | 0.00 | | |
| General | 0.00 | | |
| VAT | 1113.18 | | |
| Total Other income | | 1150.31 | |
| Total All Income | | 68189.47 | |
| Expenditure | | | |
| Admin Salary (NET) | 3507.91 | | |
| PAYE | 997.80 | | |
| Admin expenses | 100.44 | | |

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| Admin General | 2536.35 | | |
| Total Administration Expenditure | | -7142.50 | |
| Village Amenities Expenditure | | | |
| Dog Walking Area & Path | 410.00 | | |
| Village Maintenance | 1303.71 | | |
| Playground | 23943.98 | | |
| Sports Court | 1536.15 | | |
| Capital Spend | 164.35 | | |
| Total Village Amenities Expenditure | | -27358.19 | |
| Grant Expenditure | | | |
| Grants given | 920.00 | | |
| S.137 | 0.00 | | |
| Total Grants Payable | | -920.00 | |
| Total Other Expenditure | | -35420.69 | |
| Net Other Income less Expenditure | | | 32768.78 |
| Total Council Income less Expenditure | | | 32940.93 |
| Total Income | | 68735.47 | |
| Total Expenditure | | -35794.54 | |
| | | | 32940.93 |

- ii) Asset Register
- iii) Approve Statement of Control Year Ending 31st March 2019 – This included a statement of how the PC met the requirements of the External Audit regarding the JBC Precept/Budget issue.
- iv) Review Risk Assessments for Parish Council and Cemetery – Both approved (with minor amendments to the Cemetery Risk Assessment) to ensure that insurance (renewed in June) will be correct and to record we have that we have carried out the assessment of risks for the external audit.
- f) The Annual Governance Statement for 2018/19 was approved and signed by the Chair and Clerk/Responsible Financial Officer

10) Village Activities

- Easter Walk of Witness Good Friday 19th April 2019
- Walk for Georgina Sunday 19th May 2019
- Great L/fram Cream Tea Saturday 25th May 11.00 – 4.00 p.m.
- Women's Guild Coffee Morning Monday 6th May

11) Allotments

- a) Management including:
 - i) Receipts for all rents & water bills had been received. To be removed from the agenda.
- b) Maintenance including:
 - i) Clearing of plots 1 & 2. JM reported that some of the rubbish had been taken away and that he had someone who was willing to take on and to clear one of the plots. It was agreed that the new plot holder would be given a concession on rent for clearing the plot. **Action: JM**
 - ii) Plot 10b. The Plot holder has begun to tidy up and prepare the plot for planting. Remove from agenda

12) King George V Playing Field including:

- a) Multiplay equipment & funding. Thanks to GAs efforts we have acquired the full amount of S106 funding of £7,400. Clerk has also made application to NCC for £5k from TT's Small projects fund and payment is imminent. Site visit by Kompan has taken place and work to start on Tuesday 16th April and expected to take 5 days. This means that it will not be completed until after the Easter Weekend. However the area will be fenced off. Kompan will also undertake a service of the mini-slide equipment at the same time.
- b) Sports courts and playground
 - i) Erosion on the mound. This does require some attention particularly the exposed concrete foundation of the slide. It was agreed to ask the Kompan project manager for his advice. **Action: DW/Clerk**
 - ii) Quote for swing seats. Clerk had asked Kompan site manager to check the swings. He said the chains are in good repair and so we need only to replace the seats. Quote from Sutcliffe Play: 4 swing seats 470mm x 160 mm x 60 mm (for 6mm chain) = £269.28 inc. VAT. 10% discount for first on-line order = £242. 35 (inc. £40.39 VAT), was approved. **Action: Clerk**
 - iii) Painting of rocking horse. DW will do this when the good weather is more consistent. **Action: DW**
 - iv) Perimeter boards to mini-slide. Kompan site manager informed Clerk that the perimeter boards around the mini-slide were a serious trapping hazard. DW/Clerk inspected and a good number of the boards and uprights were rotten and in need of replacement. Agreed to ask Gavin Christie to provide a quotation for the work **Action: Clerk**
- c) Painting of football posts and gates on playing field. JM will do this when the weather improves **Action: JM**
- d) MoD assistance with repairs to the Tank Turn. As no response had been received from the MoD it was agreed to obtain quotes for the repairs to the tank-turn. **Action: Clerk**

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13) Planning

a) To note any planning issues since previous meeting

| Ref No | Description | NCC Status | Parish Council Position |
|--|---|-------------------|--|
| 18/03231/FUL | Land North Of Fairfields - 58 houses | Registered | <p>See minutes from previous meeting for PC responses</p> <p>New Comment 19th March 2019</p> <p>Longframlington Parish Council continues to object to this application listed below.</p> <p>Despite the road layout changes made to the proposed site plan it remains a development more suited to an urban environment, the density and numbers of houses proposed are alien to a rural village this combined with the townscape parking arrangements throughout the site would make it an obtrusive blot on the village landscape.</p> <p>While affordable housing is of a benefit the numbers proposed far outweigh the needs of the village which represents a large overdevelopment of the village.</p> <p>Northumberland is already producing 194% of its required housing per year which supports the argument that these numbers are excessive and unwarranted.</p> <p>We also reaffirm our previous objections listed below:-</p> <p>Density. This site was previously granted permission for 17 homes which were to be Self Build, it is now proposed to build 58 homes on the same site equating to 3.4 times the number. In comparison the adjacent recent development of similar land size was built with 37 homes. The density particularly of phase 1 is not compatible with a rural village setting.</p> <p>Design. While the design of Phase 2 could be considered acceptable Phase 1 is alien to a rural setting and would not be out of place in a city centre redevelopment, particularly with respect to the apartments and the communal parking. The layout has the potential to become an area for nuisance and antisocial behaviour which would not only affect the residents of the development but for others living nearby. There is also no provision of any green space or play area which should be required under national planning guidelines.</p> <p>The Parish council also has serious concerns on the following issues:-</p> <p>Flooding. This area already has serious flooding issues which impact on the A697, the PC has grave concerns that that the flood prevention provision outlined in the application would not suffice.</p> <ul style="list-style-type: none"> - Health Services are already stretched beyond their limit. - Impact on Education. Local schools are already overcrowded and there is a desperate need for increased provision in order to cope with both current and future numbers of children. <p>The Parish Council would not recommend any large development for approval until adequate education and health services were put in place. The Parish Council is also concerned about the out of date maps and photographs used in the application, which do not account for the other recent adjacent developments, this gives a false representation of the impact the development will have on the area and the massing of housing within the village. This approach seems to be a regular occurrence when developers submit applications and we would urge the planning department ensure the information is up to date as it otherwise could be considered deliberately misleading.</p> |
| 18/03182/FUL | Ashlea , - 5 houses | Registered | See minutes from previous meeting for PC responses |
| 18/03489/OUT | Former Quarry Land East of Framhill Farm – Caravan park | Registered | See minutes from previous meeting for PC responses. |
| 18/0453/FUL: | Land East of Granby | Registered | See minutes from previous meeting for PC responses. |
| 19/00409/FUL | Land South West of Low – Riding Arena | Registered | See minutes from previous meeting for PC responses. |
| 18/00162/OUT | Land S of Lightpipe Farm - 40 houses | Appeal | See minutes from previous meeting for PC responses to application |
| 18/02843/FUL | Land West of Hawthorns - 24 houses | Appeal | See minutes from previous meeting for PC responses to application |
| Key : Items in grey new or changed since last meeting | | | |

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GF reported that the applications for 18/03231/FUL- Land North Of Fairfields and 18/03489/OUT Former Quarry Land East of Framhill Farm were likely to be considered at the next North Area Planning meeting on 18th April. The County Archaeologist had requested a review of 18/03231/FUL which might hold up this application. It was agreed that GF should attend the meeting to present the PCs views on both applications. The members discussed the two appeals: 18/00162/OUT Land South of Lightpipe Farm- 40 houses and 18/02843/FUL Land West Of Hawthorns - 24 houses at some length and reiterated the PCs original objections to these plans. The fact that: NCC were using new approaches to planning included in the Northumberland Plan in their decision-making process; that Northumberland had already significantly exceeded in approving applications for the numbers of houses it requires; that demand in the village was for affordable not luxury housing; that a considerable number of new houses remained unsold, all added weight to the argument against the appeal. It was agreed that all members scrutinise each set of appeals documents and to make their comments t GF by 11th April. This would take cllrs at least 2 hrs per appeal. GF would prepare a PC comment for each Appeal and re-circulate for final comment. Comments would then be submitted by the submission dates: Land S of Lightpipe – 17/04/2019, Land W of Hawthorns – 15/04/2019. **Action: ALL/GF/Clerk**

- b) To discuss on-going planning concerns and official complaint raised with NCC. Only two cllrs had submitted comments about whether or not to escalate this to a Stage II complaint. It was evident that the Stage 1 complaint had not addressed the issues raised by the PC and that the planner who had responded to the complaint had incorrectly reported the road safety measures that had/had not been installed. It was agreed that the PC had a responsibility to the residents of the village to escalate the complaint to Stage II. **Action: GF** It was decided not to take any further action regarding the issue of Cllr Thorne's involvement as Chair of the North End Farm application as being a conflict of interest.
- c) Letter to Cllr Glen Sanderson (GS) regarding provision of crossings and road safety. Letter had been sent to Cllr Sanderson who had replied promptly. GF had agreed to a meeting with GS, TT and Highways Officer. Awaiting arrangements of the meeting. Members were invited to attend. GF to inform cllrs when date is set. **Action: GF**

14) Action Plan – April 2019

- i) Annual Accounts – Produce Annual Accounts For Parish Council and Joint Burial Committee, arrange final internal audit etc. In progress. Internal Audit to take place w/b 15th April.
- ii) Sports Courts and Playground – DW agreed to inspect in preparation for RoSPA inspection. GN agreed to send DW and Clerk, online report from last three monthly inspection. **Action: DW/GN**
- iii) Playground – bark chippings to be ordered once repairs to the min-slide perimeter boards have been completed. **Action: Clerk**

Main Issues –

15) Village Inspection & Tree Review

Only major issues reported from the village inspection were:

- The condition of the pavements and potholes on Church Street.
- Water seeping through tarmac on the Rothbury Road at the corner of White Cottages. Photograph to be taken and the situation to be monitored. **Action: GF**

NCC have trimmed the trees around the village including the playing field. The leylandii at the recycling point require pruning and the bushes at the top corner of the allotment require trimming. **Action: JM/Clerk**

16) Website Review.

GDPR information and procedures needed to be uploaded onto the website. AD offered to assist the clerk with this work, to be undertaken when time is available. **Action: Clerk**

17) Removal of Dog Waste Bin at the re-cycling point.

NCC had requested that they remove the red dog waste bin at the re-cycling point, as it was becoming overfull with poo bags being left on the ground. Dog-owners asked to deposit their waste in the Green Bin. It had been agreed to remove the bin providing that appropriate signage be in place, directing dog owners to use the green bin. NCC had re-sited the red bin at the corner of Rimside Gardens. It was agreed to monitor the situation and to ask NCC for better signage. **Action: Clerk**

18) Neighbourhood Plan (NP).

The NP application has been approved and a N/P support officer (Chris Anderson) appointed. The next issue is to apply for funding. Awaiting the grant information and call. NCC will also deliver a village presentation. **Action: AD**

19) Any Urgent Business

- a) Welcome Pack. The FramNews team had now produced the pack and already distributed copies to some new residents. They were requesting arrangements for further printing. The PC was grateful to them for all their hard work but wanted a more professional look to the finished publication. GF to speak to Anne Lowrie about this. **Action: GF**

20) Date of Next Meeting; Wednesday 1st May 2019

| | |
|------------------------|---|
| Joint Burial Committee | 6.15 p.m. |
| Annual General Meeting | 6.45 p.m. |
| Annual Village Meeting | 7.00 p.m. |
| Parish Council Meeting | To follow directly after the Annual Village Meeting |

The meeting closed at 9.20 p.m.

Garth Rhodes – Parish Clerk, 5 Wardle Terrace, Longframlington, Northumberland NE65 8AB. E-mail longframlingtonpc@gmail.com