

**MEETING OF CRASTER PARISH COUNCIL**  
**Thursday 17<sup>th</sup> January 2019 – 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 Apologies for absence**

**2362 Declarations of interest**

**2363 Presentation by David English, NCC Neighbourhood Planning and Infrastructure Manager on Neighbourhood plan** – Councillors are asked to decide if they'd like to progress a neighbourhood plan

**2364 Confirmation of the Minutes for the Meeting of 15<sup>th</sup> November 2018**

**2365 Matters Arising**

**2366 Financial matters**

a. **Bank Balance** – £6,469.10 at 12/01/2019

b. **Received since 15/11/2018**

Donation towards bins project - £75.00

c. **Spent since 15/11/2018**

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

PAYE (Oct-Nov 2018) - £60.00

Royal British Legion - £16.00

NCC Insurance payment - £177.79

Contractor payment (grass cutting) - £450.00

Contractor payment (installation of bins) - £200.00

Hobberlaw plants (Christmas tree) - £130.00

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

PAYE (Nov-Dec 2018) - £60.00

d. **Payments required**

Clerk wages & expenses (Dec 2018-Jan 2019) - £240.00

PAYE (Dec 2018-Jan 2019) - £60.00

**2367 County Councillor's report** - circulated Questions to the CC.

**2368 AIn Valley Greenway development** – request to support development from AONB representative Adrian Hinchcliffe.

**2369 EJBC (Embleton Joint Burial Committee)** – update from Council representatives on EJBC.

- 2370 Internal auditor appointment** – Councillors are asked to formally agree the appointment of the Parish Council’s internal auditor for 2018/19.
- 2371 Planning Matters**
- 18/01592/FUL** | Re-siting of a static caravan | Land North West Of Dunstan Steads Farm Embleton Northumberland
  - 18/03379/FUL** | Erection of 1 residential unit (C3 use) | Land West Of 15 Dunstanburgh Road Dunstanburgh Road Craster Northumberland
- 2372 Craster Trail update** – verbal update from the Clerk on recent works to the Craster Trail.
- 2373 Bins Appeal** – Councillors are asked to decide on the way forward for the bins project
- 2374 Precept** – Councillors are asked to formally vote on the precept request for 2019/20.
- 2375 Broadband for the Hall** – update on phone line and broadband to the Hall.
- 2376 Craster Community Trust** – report from Parish Council representative
- 2377 Correspondence received**
- 2378 Parish Council Administration**
- 2379 Items for Next Agenda**
- 2380 Date and time of next meeting** – The next meeting of the Council is to be held at 7:00pm on 21<sup>st</sup> February 2019.

**Open to Public & Press**

<b>Craster Parish Council - Financial Position @12th January 2019</b>			
<b>RECEIPTS</b>			<b>This Year</b>
	<b>Precept</b>		£ 2,500.00
	<b>Bank/VAT</b>		£ -
	<b>Refunds</b>		£ 2,698.72
	<b>Misc</b>		£ 6,931.00
	<b>TOTAL RECEIPTS</b>		<b>£ 12,129.72</b>
<b>PAYMENTS</b>			<b>This Year</b>
	<b>Salary</b>		£ 2,112.00
	<b>HMRC</b>		£ 528.00
	<b>Grants/ Donations</b>		£ -
	<b>Travel</b>		£ -
	<b>Postage Etc</b>		£ -
	<b>Burial Cmttee</b>		£ -
	<b>Admin</b>		£ -
	<b>Misc</b>		£ 17,137.91
	<b>VAT</b>		£ 2,063.15
	<b>Bank</b>		£ -
	<b>TOTAL PAYMENTS</b>		<b>£ 21,901.06</b>
	Increase/Decrease in Funds		-£ 9,771.34
<b>£ -</b>	Funds at start of the year		<b>£ 16,240.44</b>
	<b>Funds at end of the year</b>		<b>£ 6,469.10</b>

**MINUTES OF MEETING OF CRASTER PARISH COUNCIL**  
**Thursday 15<sup>th</sup> November 2018**

**Councillors Present**

**Chair:** Cllr Ann Fettis

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

**In Attendance:** 7 members of the public

**Clerk:** Adam Shanley

**Questions from the public:** Mrs Marion Gallon asked whether there was a limit in terms of the number of applications one resident can put into the County Council. The question posed related specifically to the application 18/03379/FUL, which had caused concern from a number of nearby residents, a similar scheme having recently been refused. The Clerk responded that there was no limit to the number of applications one applicant can put in, however any applicant would need to consider strongly the reasons for refusal in the first instance and it would be advisable to amend the scheme in line with satisfying the reasons for refusal in the first instance.

**61 Declarations of interest**

Cllr Rosie Robson declared an interest in respect of planning application 18/03905/VARYCO

**62 Apologies for absence**

Apologies were received from Cllr Martin Smith.

**63 Confirmation of the Minutes for the Meeting of 17<sup>th</sup> October 2018**

The Minutes of the Parish Council Meeting held on 17<sup>th</sup> October 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.

**64 Matters arising**

No matters arising from the previous meeting or the Minutes.

**65 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

**d. Payments required**

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

PAYE (Oct-Nov 2018) - £60.00

NCC Insurance payment - £177.79

Royal British Legion - £16.00

Stableyard landscapes - £450.00

**66 County Council report** – in County Councillor Wendy Pattison’s absence, the Chair asked all present to direct all queries about the report circulated to the County Councillor directly.

**67 Update from meeting with NCC footpaths officer** – Cllr Rosie Robson updated the Council on the meeting she had attended along with Cllr Brooks with NCC’s Footpaths Officer. Cllr Robson advised that Philip Bradley (Footpaths Officer) had waymarked the Trail with permissive footpath discs at each end and also advised that, once the route becomes a Public Right of Way, NCC would install finger posts at each with the legend "Public Footpath" and not "Public Footpath to Craster" as this was no longer Council policy due to cost. Cllr Robson also advised that Mr Bradley had advised that re: the proposed gate/barrier at the Coastguard building end of the path, it would be best if the gate were in-situ prior to commencing any Right of Way Order, as there would be issues if trying to do so after the event, as new gates can only be authorised for the purposes of stock control or forestry, which wouldn’t apply in the case of the Trail.

Cllr Robson also advised that NCC would look to monitor the path coming down to Harbour lights. At present, there are a number of paving slabs in this location which can become slippery in wet or winter seasons.

Cllr Robson also advised that the Footpaths Officer did not consider the coastal path from the Jolly Fisherman to the playpark to be unsafe but would monitor this situation. Cllr Robson informed the Council that, with the UK wide improvements to the coastal routes, it may be that in 12-18 months’ time, that this path will be given a revamp anyway.

The Clerk reported that he had received two quotes from the original supplier of the bridge G Youll and Son for the provision of a gate. The Council asked the Clerk to seek additional quotes to see if this could be done any cheaper with another supplier.

There was some discussion about the installation of a “car park this way” sign at Whin Hill to guide tourists back to the car park. The Council agreed to purchase a sign and the Clerk advised that he would seek prices accordingly.

**68 EJBC (Embleton Joint Burial Committee** – Parish Council EJBC representatives Cllrs Robson and Pearson provided a verbal update on recent projects on the Committee. Cllr Pearson advised that the Grant to CAN for the renovation of the Cemetery House would need to be readdressed. For various reasons, the initial application of £50,000 had been knocked back by CAN.

Cllr Robson also advised that the Committee were looking to increase the level of loan they would be seeking to receive in addition to this grant from CAN as the quotes received for the tender were higher than anticipated. Originally it was envisaged that £16,000 would be sought from the Public Works Loan Board – an interest free loan mechanism. Because of the costs of the project, it now looked as though the amount needed would be £25,000 and Cllr Robson asked the Council to approve the Committee to go ahead with this. The Council asked for further information about this from the Committee and it may be the case that a special meeting would need to be called to discuss this due to there being no December Parish Council meeting. Cllr Robson advised that she would seek something in writing from the Committee. Cllr Robson advised that this is a very worthwhile project for the three Parishes and the outcome of this project could be that a house can be rented out at an affordable rate for a local family. This project could be paid off with the rent over 13 years and after that the monies raised from the rent thereafter could be put into the Cemetery.

Cllr Pearson advised that one of the criteria CAN were looking at was the provision of car parking spaces for the property.

Cllr Pearson also advised that a £5,000 grant could be sought for works to the septic tank.

The Clerk also advised that he had received correspondence from the Clerk of the EJBC to ask the Council to consider the sum of £494.00 in their request for precept to NCC in January as funds for the Committee.

## 59 Planning Matters –

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

The Clerk reported that this application has had to be referred to the NCC Planning Committee, a decision on this to take place on 24<sup>th</sup> November.

**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. – No updates but the AONB now supports stating:

No decision as of yet to this application, however the Clerk advised the Council that the AONB were now supportive of the revised scheme.

**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

The Clerk reported that this application had been granted.

**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.

The Clerk reported that this application had been granted.

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

The Clerk reported that there had to date been 14 objections from members of the public as well as the Council's own objection. As of yet, no date had been provided for a decision to this application.

**18/03905/VARYCO** | Variation of condition 2 (Approved Plans) pursuant to planning permission 17/03658/FUL to allow changes to the design | Land South East Of Lifeboat House Haven Hill Craster Northumberland

The Clerk advised that the Council would need to decide on their response to this application this evening as a response was needed by 29<sup>th</sup> November. There was some concern about the position of the flues and the impact that this would have on neighbouring residents and businesses. The Council decided to simply make this comment without submitting a formal objection to the plans.

**2370 Christmas Tree** – The Clerk provided an update that Hobbalaw Plants could once again provide our Christmas Tree this year and they expected the cost to be around the same as last year. The Clerk advised that a 15ft tree had been ordered with the company and that the offer of a donation of £100 towards this had also been received.

The Clerk reported that the lighting of the tree and a choir service would take place at the Memorial Hall on Friday 7<sup>th</sup> December at 17:30pm.

**2371 Noticeboards** – Cllr Ann Fettis advised that quotes had been sought for a standard wooden noticeboard and these seemed relatively high. Cllr Green brought along the old noticeboards and Cllr Pearson advised

that her husband Richard had kindly offered to see what he could do to restore the noticeboards for the use of the community. Cllr Pearson advised that there would be no charge for this. The Chair thanked Cllr Pearson and Richard for this.

- 2372 Traffic Matters** – The Clerk advised that he had received correspondence from the County Council's Highways Department about the proposed 20mph scheme in Craster. Councillors were asked to provide their feedback on this. It was decided that the Clerk should write to the County Council requesting that 20mph be painted on Heugh Road in addition to the proposed 20mph signs to be installed there. The Council also asked that the priority road signs proposed for installation on the Arch not be given approval as this is an historic Grade-II listed building and these signs would be out of keeping.
- 2373 Annual Parish Meeting** – Councillors agreed that the Annual Parish meeting should take place on 29<sup>th</sup> November. The Clerk confirmed that he had booked the Hall for this date. It was agreed that the meeting should focus on the bins project, precept, LEADER phase II, traffic matters and any additional projects the Parish would like us to look at.
- 2374 Craster Trail update** – Cllr Margaret Brooks advised that she had been working closely with Jason, the designer who is currently working on the map for the Parish. The Council agreed with the proposed boundary of the map and Cllr Brooks advised that she would be taking this forward with Jason. Cllr Green advised that he would send Cllr Brooks the logos of all sponsoring companies to go on the map. The Clerk advised that he had sought some additional funding assistance from Ivan at the County Council who had offered to carry out funding searching at NCC for the Parish Council in respect of phase two of the LEADER project. Ivan had advised that he may be able to provide some funding for the map, dry stone walling and gate but this was as of yet unconfirmed. Cllr Robson advised that she had been in touch with the new Coastal Care Volunteer Co-ordinator and advised that a big project they would like to take on is dry stone walling and therefore there may be an opportunity for the Trail to be used as a training area for this to get done at no cost to the Parish Council.
- 2375 Bins** – the Clerk provided an update that he had met with the Council's contractor Steve Tennant and it may be the case that he could install the bins cheaper and quicker than the local team at NCC. Steve is due to meet with Cllr Smith to look at the areas of priority. The Clerk also provided the Council with costs per bin so that they could make an informed decision about whether to proceed with further bin replacements. The Council were asked to consider how they'd like to proceed with this and also whether they'd like to go ahead and send a letter appealing for funds to all business and holiday homes towards the cost of renewing the bins. It was felt that this should go in front of the full Parish meeting and that there ought to be a rolling programme of works for the replacement of the bins, given the cost of a full replacement. Councillors also agreed to put the idea of the letter to the full Parish meeting on 29<sup>th</sup> November and seek residents' views. There was concern expressed that the same individuals and businesses were being asked to fund projects in the Parish and, to act fairly, the letter should go to every door if at all. A member of the public did raise the point that companies, events and different organisations seemed to be making money from the area without contributing anything. The idea was raised that the film company which recently filmed a food programme in the community should be asked to contribute towards the bins or something else for the community.
- 2376 Precept** – The Clerk provided information on what each band of property would expect to pay at a certain level of precept over the year. Councillors considered the operating costs of the Council on an annual basis and agreed to put the precept level of £4,500 to the Parish meeting on 29<sup>th</sup> November for residents' consideration. The point was raised that the precept level had been allowed to be reduced due to the monies received from the Water Board. To sustain services, it was agreed that the precept would need to rise.

**2377 Transparency Fund update** – Cllr Green advised that no date had been given as yet to the installation of the phone line and WIFI to the Hall, however a telegraph pole was being mounted by the provider to speed up the process.

**2378 Craster Community Trust report** – No CCT report was provided owing to the meeting overrunning on time.

**2379** 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.

**2380 Parish Council Administration** – The Clerk also advised that there had been no applications to date for the vacancies currently on the Parish Council.

**2381 Items for Next Agenda** – the Clerk reminded everyone to write to him directly if they would like anything on the Agenda for the upcoming January Parish Council meeting.

**2382 Date and Time of Next Meeting**

The next meeting of the Council is to be held at 7.00pm on 17<sup>th</sup> January 2018.

**Open to Public & Press**

# COUNTY COUNCILLOR REPORT

County Councillor wendy pattison

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Craster Parish

## HAPPY NEW YEAR

**I would very much like to wish all Parish Councillors and everyone in Craster Parish a very Happy New Year and all the very best for 2019.**

**Craster Quarry Car Park** - Unfortunately there have been some delays with respect to the procurement of the rock fall fencing which have delayed the programme. NCC have recently started some works which they have been able to carry out with closure of only part of the car park. These works have been for removal of trees and vegetation and they will also be carrying out some work before Christmas to excavate material and place sub base, again with closure of only part of the car park. The car park will then be open over the Christmas and New Year period. The works will re-commence in January 2019 but due to the delays with the rock fence procurement the programme will now have to continue into March, but with completion before Easter. NCC appreciate this will take us across the February half term period and as the works progress we will be able to consider whether it will be possible to have some of the car park open over the half term holiday.

**Professional foster care recruitment find out how you can help children and young people in 2019**

Have you considered a new rewarding job role for 2019? Have you heard about paid professional foster care?

Foster Care are looking for people from all walks of life to work as different types of paid professional foster carers with children aged 0 to 18.

Call or email Caroline on 01670 62 62 62 [caroline.matthews@northumberland.gov.uk](mailto:caroline.matthews@northumberland.gov.uk) Or visit <http://www.northumberland.gov.uk/foster> for more information

**A1** – Highways England was last in contact about the A1 Wandylaw to Warenford resurfacing scheme in June 2018 to indicate that the works would not start until March 2019 at the earliest.

They have since taken the decision to only undertake some remedial patching work during 2019 which will use overnight working and should cause minimal disruption.

The substantive resurfacing and drainage works are unlikely to take place until 2020/2021.

Once they have established sufficient information on the options for delivering these works we will consult with you and other local organisations/businesses/residents as we continue to progress design options

**Winter Services** – NCC have a fleet of 28 front line gritters on station. All vehicles are now in location and have been since the 29th of October 2018 when 2018/19 Winter Services Rota was implemented. As part of the fleet replacement programme 5 new gritters 18t/26t 6/9 cu Econ/Mercedes are expected soon and will replace current operational gritters. The vehicles have everything a modern gritter should have. In addition, the vehicles come fitted with 360 degree cameras around the vehicle. The cameras record to a hard drive and can also be remotely monitored by supervisors and managers via a live feed. They will provide a high level of driver safety

NCC gritting actions are posted on the NCC website, twitter and facebook. This is across the regular winter period from the start of November to the end of March (unless we are required to extend the service due to weather) NCC would ask everyone use the 0345 600 6400 for winter service requests or any emergencies. This will make sure they log the call correctly and it is dealt with in the most efficient way possible.

New Salt Barns - NCC has recently awarded a contract to construct two new salt barns in Allendale and Blyth for 4000T salt capacity. Also, salt covers are being implemented at NCC strategic store in Powburn and also proposed for Rothbury

#### **THE EFFECTIVE MANAGEMENT OF RECORDING AT LOCAL COUNCIL AND PARISH MEETINGS**

The right to record, film and to broadcast meetings of the council/parish meeting is established under the Openness of Local Government Regulations 2014. This is in addition to the rights of the press and public to attend such meetings. The term "record" means any form of audio, visual or electronic recording. Those who attend a public meeting should expect to be filmed. This includes councillors, council officers and members of the public (however, it would be considered a courtesy to ask the Chairman's permission, so that any member of the public who does not want to be filmed can say so and move out of the line of vision. The rules that the [council/parish meeting] will apply are;

1. The [council/parish meeting] will display requirements as to filming, recording and broadcasting at its meeting venues and on its website or on notice boards in the parish and those undertaking these activities will be deemed to have accepted them whether they have read them or not. . The Chairman may also verbally remind the meeting and all present of the freedom to record but that these rules/guidance are in place to enable any type of recording to take place with minimal disruption to the council meeting.
2. Any person wishing to record a meeting in any format whatsoever is encouraged (but not compelled), to contact the Clerk prior to the start of the meeting. The Clerk's details are set out in the public notice and/or agenda of the meeting; (or in his/her absence, the contact will be the Chairman of the [council/parish meeting]). Discussing requirements with the clerk beforehand will help to ensure that the council provides reasonable facilities to meet the needs of the person that is recording.
3. The person making the recording may move around, however in doing so he/she must ensure that there is minimal or no disruption to the proceedings of the meeting.

4. A person or persons recording the [council/parish) meeting are reminded that the "Public Participation" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.
5. Where the press and public are excluded from a meeting or part of a meeting owing to the confidential nature of the business to be transacted, recording of that meeting or that part of the meeting will not be permitted.
6. The specific filming of children or young people under the age of 18 who are present cannot take place unless their parents/guardians have given their written consent. This provision also applies to vulnerable adults whereby the consent of a responsible adult is required, ie a medical professional, carer or legal guardian. Where the permission is given, filming of these people can take place.
7. The council requests that all recording is overt (ie clearly visible to anyone at the meeting), but cannot compel those who are recording to do so.
8. The use of digital and social media recording tools, for example Twitter, blogging or audio recording are allowed as long as this type of recording is carried out in a non-disruptive way and only to the extent that it does not interfere with the ability of any person present to follow the debate.
9. A person or persons making a recording has no right to interrupt a [council/parish meeting] by asking questions or making comments for the purpose of the recording. The person recording has no right to ask councillors, officers or any members of the public who have been given permission to contribute orally to the meeting to repeat a statement for the purposes of the recording

#### **Rescue dogs are stars of 2019 charity calendar**

**A charity calendar, featuring dogs rescued in Northumberland, is now for sale with all the proceeds going directly to four local animal charities.**

**The calendar features twelve dogs that have been rescued by Northumberland County Council's animal welfare team and partner charities. Each dog has their back story printed alongside their photograph.**

**The printing of the calendar has been funded by the fines collected for dog fouling offences in Northumberland. All the proceeds will go to four local animal charities: S.H.A.K, Alexa's Animals, B.A.R.K and The Dog's Trust.**

**A charity calendar, featuring dogs rescued in Northumberland, is now for sale with all the proceeds going directly to four local animal charities.**



**One of the rescued dogs is Jess who was reported living on the railway tracks during the winter months only coming out at night when quiet to forage for food. An Animal welfare Officer and a team of volunteers having managed to trap her, found her in a terrible condition and very underweight. Since then she has received loving care and as been found a new home where she now lives a full and healthy life.**

**Another chosen dog was Kas who was left living on the streets whilst her owners were on holiday. She was picked up by a council Animal Welfare Officer and re-homed with a loving owner.**

**Ollie the lurcher was four months old when he was found straying and placed in kennels. He has found his forever home and is absolutely adored by his new owners in his new loving home.**

**Stephen Wylie of the dog rescue charity S.H.A.K said: “We’ve had another successful year working alongside the council’s animal welfare team. Together we have helped dogs to be reunited with their owners, receive medical attention when needed and if necessary find new homes. We rescue large breeds of dogs that are either mistreated, neglected or unwanted in our community, and for many we are their last chance. We desperately need funds to keep our animals in homes until we find the right person to give them the second chance they deserve and the proceeds we will receive from the sale of this calendar are greatly appreciated.”**

**The calendars are available for a minimum donation of £3.99 from council information centres, through the Council website or by contacting the animal welfare team on 0345 600 6400.**