

MEETING OF CRASTER PARISH COUNCIL
Wednesday 24th July 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 Co-option of new Parish Council Members**
- 2364 Confirmation of the Minutes for the Meeting of 20th June 2019**
- 2365 Matters Arising**
- 2366 Financial matters**
 - a. **Bank Balance** – £6,256.52
 - b. **Received since 20/06/2019**
Refund from Plusnet for overpayment of Broadband - £72.00
 - c. **Spent since 20/06/2019**
Clerk wages & expenses (May 2019 - June 2019) - £320.00
PAYE (May 2019 - June 2019) - £80.00
Plusnet (Internet and phone) - £57.00
Annual Hall Hire paid to CCT - £240.00
 - d. **Payments required**
Clerk wages & expenses (June 2019 - July 2019) - £400.00
PAYE (June 2019 - July 2019) - £100.00
- 2367 County Councillor's report** - circulated Questions to the CC.
- 2368 EJBC (Embleton Joint Burial Committee)** – update from Council representatives on EJBC.
- 2369 Overgrown paths and roads by Sea View**
- 2370 Smithy Bank** – update on pedestrian safety at Smithy Bank.
- 2371 Planning Matters**
 - 19/01508/OUT** | Outline application for erection of four dwelling houses (Some Matters Reserved) | Land South Of Dunstan Hall Dunstan Village Dunstan Northumberland
 - 19/01388/FUL** | Front and rear extensions to house; conversion of outbuildings | Hare House 6 Dunstan Square Dunstan NE66 3TG
- 2372 Craster Trail update** – discussion on map, drystone wall and gates for the Trail.
- 2373 Update on the bins** – verbal update from the Clerk.
- 2374 Traffic matters** – Coach parking in Craster and update from NCC visit to Craster on traffic issues. Report from Cllr M Brooks to be provided by the Clerk.
- 2375 Craster Community Trust** – report from Parish Council representative
- 2376 Neighbourhood Plan** – update on progress for the Neighbourhood Plan.
- 2377 Correspondence received**

Correspondence received from resident regarding planning application 19/01508/OUT and the Parish Council's response to this application.

Correspondence received from new police officer for Craster PC Stuart Brimble.

2378 Parish Council Administration

- Update on extra noticeboards and management of existing noticeboards.

2379 Items for Next Agenda

2380 Date and time of next meeting

19th September 2019 – 19:00pm in the Craster Memorial Hall.

Open to Public & Press

RECEIPTS and PAYMENTS ACCOUNT	Craster PC 2019/20		
Craster Parish Council - Financial Position @ 18th July 2019			
RECEIPTS			This Year
	Precept		£ 2,250.00
	Bank/VAT		£ -
	Refunds		£ 72.00
	Misc		£ -
	TOTAL RECEIPTS		£ 2,322.00
PAYMENTS			This Year
	Salary		£ 800.00
	HMRC		£ 200.00
	Grants/ Donations		£ -
	Travel		£ -
	Postage Etc		£ -
	Burial Cmttee		£ -
	Admin		£ -
	Misc		£ 576.48
	VAT		£ -
	Bank		£ -
	TOTAL PAYMENTS		£ 1,576.48
	Increase/Decrease in Funds		£ 745.52
	Funds at start of the year		£ 5,511.00
	Funds at end of the year		£ 6,256.52

MINUTES OF MEETING OF CRASTER PARISH COUNCIL
Thursday 20th June 2019 – 7.00pm in the Craster Memorial Hall

Councillors present:

Chair: Martin Smith

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

In attendance: County Councillor Wendy Pattison and 3 members of the public.

Clerk: Adam Shanley

Question from members of the public.

Mr Neil Wallworth raised the issue of Health and Safety in Craster and advised that a coach company were parking in South Acres and he had witnessed a rather large coach doing a three-point turn in the village. The Clerk advised that he would raise the matter with Northumberland County Council and also write directly to the coach company to ask that they avoid this happening in future.

2361 Apologies for absence

None received.

2362 Declarations of interest

None received.

2363 Confirmation of the Minutes for the Meeting of 16th May 2019

The Minutes of the meeting held on 16th May were accepted as a true and accurate record of proceedings. Proposer: Cllr E Pearson. Seconder: Cllr J Doherty.

2364 Matters Arising

The Chair advised that he was looking to have a conversation with a member of the public he had heard may be interested in joining the Parish Council. He advised that he would keep Members update on any progress he made on this.

2365 Financial matters

a. **Bank Balance** – £ 7,005.67

b. **Received since** 16/05/2019

N/A

c. **Spent since** 16/05/2019

Clerk wages & expenses (May 2019- June 2019) - £240.00

PAYE (May 2019- June 2019) - £60.00

Plusnet (Internet and phone) - £57.00

d. **Payments required**

Clerk wages & expenses (May 2019- June 2019) - £320.00

PAYE (May 2019- June 2019) - £80.00

CCT annual invoice for Hall use - £240.00

2366 County Councillor's report

County Councillor provided her report for the month to the Parish Council. Cllr Pattison advised that, along with the Parish Council, she has requested traffic speed monitoring strips are laid on Heugh Road to monitor the speed of traffic. Cllr Pattison advised that there is a backlog to fulfill these requests but they will be laid as soon as possible.

Cllr Pattison also advised that NCC is leading the way when it comes to creating electric vehicle charging points, with the fifth highest number of all the UK's local-authority areas. The vehicle charging point installed at the quarry car park is the latest addition to the Craster Car Park and Cllr Pattison and Cllr Glen Sanderson, Cabinet and Portfolio Member for Highways were on hand to oversee the installation.

Cllr Pattison reminded residents with mobility issues that NCC did offer an assisted bin clearing service if needed. Cllr Pattison advised that a form would need to be completed to see if any residents qualified for this service.

2367 EJBC (Embleton Joint Burial Committee)

Cllr Pearson provided an update to the Council on matters from the Embleton Joint Burial Committee as the Council representatives on EJBC. Cllr Pearson advised that due to the delay in the funding for the Cemetery project, the selected contractor has had to revise his work schedule. Cllr Pearson advised that the project would hopefully still proceed as planned but may be slightly delayed.

Cllr Pearson thanked Cllr Robson for all of her hard work as a fellow Council rep on the EJBC and also said that she was delighted that Cllr M Brooks would be joining her on this Committee as the other co-rep for the year.

2368 2018-19 Year End Accounts & Annual Governance & Accountability Return

The Clerk presented the 2018-19 Year End Accounts & Annual Governance & Accountability Return forms.

1. Members unanimously agreed the Annual Internal Audit Report
2. Members unanimously agreed the Year End Accounts 2018-19
3. Members unanimously agreed the Section 1 – Annual Governance Statement 2018-19
4. Members unanimously agreed the Section 2 – Accounting Statement 2018-19
5. Members unanimously agreed the Explanation of Variances
6. Members unanimously agreed the Certificate of Exemption

2369 Planning Matters

19/01508/OUT | Outline application for erection of four dwelling houses (Some Matters Reserved) | Land South Of Dunstan Hall Dunstan Village Dunstan Northumberland. It was **agreed** to object to this application on the grounds of vehicular and pedestrian access as well as its potential impact on the ecology and flood risk of the area.

Mr and Mrs Bagley attended the Parish Council meeting and also expressed concern about this application's impact on their amenity, the proposed site being outside the Settlement Boundary and its impact on the local ecology. **19/01388/FUL** | Front and rear extensions to house; conversion of outbuildings | Hare House 6 Dunstan Square Dunstan NE66 3TG. It was **agreed** to object to this application on the grounds of overdevelopment and its impact on public accessibility.

2370 Craster Trail update

The Clerk advised that he was still waiting to hear from Stephen Tennant as to a date for the installation of the two gates either side of the trail.

Cllr M Brooks also advised that she was still working through a series of amends with the chosen contractor on the map.

The Clerk advised that he had sought a number of quotations for the drystone walling to take place, Members having agreed that Howick Estates should not have to fund or organize any of this.

Cllr R Robson proposed that the Parish Council contacted the Coastal Care team as this could be a project which they may wish to get involved with and charge volunteers to do this as a training course. The Clerk advised that he would look further into this and report back to Council.

2371 Update on the bins

The Clerk advised that he was waiting to hear from the Local Services team at NCC on the areas agreed for the bins. Once confirmed, the Clerk would be submitting a bill to County Councillor Wendy Pattison for the payment of the bins.

2372 Traffic matters

Cllr E Pearson expressed concern about speeding in Craster, particularly near the Playpark. The Clerk advised that he had arranged for an officer an NCC to come out and look at a number of issues raised in relation to road and traffic safety. Cllr M Brooks offered to come and meet with the officer.

2373 Craster Community Trust

Cllr R Robson provided a report to Full Council on matters arising from the recent CCT meeting as Parish Council representative. Cllr R Robson advised that the Community Trust's AGM is due to take place on 29th June and Members were invited to attend this. Cllr R Robson also advised that the Community Trust would be carrying out a Warm Hubs project and all were welcome. A free light lunch would be provided as part of the event.

Cllr R Robson also advised that Mr Sutherland would be doing a talk and music evening in the Craster Memorial Hall. The talk would be on sustainable living and this would be taking place on 22nd July.

2374 Neighbourhood Plan

The Clerk presented a draft copy of the Neighbourhood Plan to the meeting and advised that he had been working with NCC officers to get this off the ground. The Clerk advised that the Neighbourhood Plan is intended to be a one policy document dealing specifically with the issue of housing occupation within our Parish. The policy set out in the Plan seeks to ensure that new housing development contributes to a sustainable community, by ensuring that it is for permanent occupation only, to redress the imbalance between permanent

housing and second homes within our Parish, and re-vitalise our local community.

The Clerk illustrated that Census data shows the percentage of households with no usual residents (second homes) in our Parish is markedly greater than across Northumberland as a whole. Within the Craster Parish Area, both the number and proportion of dwellings without residents has increased significantly between 2001 and 2011.

The Clerk advised that the objective of this Plan is to put the heart back into our community by making sure we control occupation of any new housing through a requirement that all new developments be occupied by residents in perpetuity, i.e. not rented out as second or holiday homes.

The Clerk did advise that there was a need to gather information on both consultation with residents on the proposed plan and also provide evidence of the impact of second and/or holiday homes on the Parish. It was agreed that a pre-consultation survey to all residents should be carried out to seek feedback on the proposed plan and this should be done as a survey to go through each door. It was also agreed that the Clerk carry out further research on second and holiday home impact and the Council should allocate sufficient funding for the time carried out in doing this.

2375 Correspondence received

Correspondence received from filming company wishing to film at the harbour. The Clerk advised that he had provided the details of who to contact for this to the company.

Correspondence received from resident regarding planning application 19/01508/OUT. This matter was discussed under planning and the Parish Council agreed to object to this application.

2376 Parish Council Administration

The Clerk reminded Members to let him know if they are aware of anyone interested in joining the Parish Council.

The Chair also confirmed that he had received the key to the noticeboard from the previous Chair. Cllr E Pearson also advised that the old noticeboards had been finished and were awaiting installation. The meeting proposed a vote of thanks to Mr Richard Pearson for all his fantastic work on revitalizing the old noticeboards.

2377 Items for Next Agenda

The Chair reminded Members to let the Clerk know if they wish to have anything added as an Agenda item for the July Full Council meeting.

2378 Date and time of next meeting

The Clerk advised that there was a need to alter the date of the July Full Council meeting owing to the Hall being used for the Police and Crime Commissioner elections on the same date. It was agreed that the date and time of the next meeting would be agreed via e-mail and published in advance of the July meeting.

There being no further business, the Chair thanked Members for their attendance and closed the meeting.



COUNTY COUNCILLOR REPORT

County Councillor Wendy Pattison

wendy.pattison@northumberland.gov.uk

Tel. 07779 983072 and on Facebook – Cllr Wendy Pattison

Craster Parish

Speeding in Craster – I am awaiting an update from the Community Police Officer on this current and worrying concern and I have been advised by Sgt Sharon Wilmore-Greaves. Alnwick, Amble and Morpeth Area Neighbourhood Sergeant that Officer will be in touch with me asap.

Containers on South Acres – There are 17 tenanted properties in Craster and 15 of them are to get new roofs. The green at South Acres has been used previously for storage containers and once the work has been completed, NCC will make good the grass.

Residents reassured on council waste

Northumberland County Council has moved to reassure residents over where its recyclable waste ends up once collected.

It follows the BBC's War on Plastic programme which highlighted a range of plastic products from the UK ending up in south east Asia for processing and some of the unwanted low grade materials being illegally dumped or burned in open fires.



In Northumberland the council only targets plastic bottles in its kerbside household waste recycling service, as these containers are easily recyclable, have high value and stable end markets in the UK and Europe.

Councillor Glen Sanderson, Cabinet Member for Environment and Local Services, explained: "We do not target low grade plastic packaging waste such as the plastic films, pots, tubs and trays which were featured in the BBC 'War on Plastic' programme.

"These are made of a wide range of polymers, are often contaminated with food waste and have a low value and limited end markets, particularly since China imposed import restrictions on these materials in 2018.

"It is these types of low grade mixed plastic packaging materials which are now often exported to countries in South East Asia for reprocessing.

"In Northumberland we have invested in our own sorting plant operated by our waste contractor SUEZ, where the different elements of recyclable household waste are

separated out using state of the art technology and a dedicated team of staff, before being baled and sold to re-processors.

This process even enables us to separate the plastic bottles into the different polymers, for which there is a high value and stable end markets within the UK.”

“When it comes to plastic bags, films, pots, tubs and trays, we advise residents to try and avoid buying products that have single use plastic packaging where possible.

“If they have these products then they should be disposed of in their general waste bin, the contents of which are then used as a fuel at our Energy from Waste facility in Teesside, which generates a significant amount of electricity each year for the National Grid.”

Free trees for schools and communities

The Woodland Trust has two delivery periods for applying for free trees per year, one in March and the other in November. They are currently taking applications for trees to be delivered in **NOVEMBER 2019**. Please note that responses to applications may take a few weeks due to current high demand. Choose your pack(s) from the list on the website

<https://www.woodlandtrust.org.uk/plant-trees/free-trees/> and fill out the application form. **Before you start you'll need to:**

- Know the six digit grid reference for the land you wish to plant using the [grid reference finder](#) on the woodland trust website
- Have permission from the legal landowner

Who can apply?

- Schools across the UK, plus nurseries, colleges, universities and outdoor learning centres
- All kinds of different groups such as resident associations, sports clubs, **parish councils**, scouts, guides and many more.

You don't need to belong to an official organisation. You could even set up a group for the purpose of planting, but you must be not-for-profit. The most important thing is that your group is willing to take on the planning, planting and care of the saplings.

Community Chest Scheme

The scheme gives local organisations a chance to bid for funding.

Our aim is to support voluntary and community groups and organisations to deliver activities which contribute to achieving the council's ambition of maintaining and creating sustainable communities.

The aim of the Community Chest Scheme is to support community groups and organisations to deliver activities which contribute to achieving the Council's ambition for Northumberland. This includes **Help For You** which aims to help young people under 18 to achieve an ambition (see below). This year we will also run an **Event Fund** to provide some transitional support to assist local groups, clubs, charities and local councils, to cover additional costs arising from changes in the way the County Council provides support for local events (see below).

The Community Chest Scheme will support one-off initiatives that are:

- seen as valuable to the area
- are not able to secure mainstream funding from the council or other sources

They do this by giving one-off grants of up to £5,000, but not exceeding 75% of the actual costs, i.e. you will need to find at least 25% from your own or other sources.

You are advised to read the guidelines carefully before applying.

To help the council decide between different applications, there are higher and lower priorities for the scheme.

Higher priority will be given to:

- projects submitted by small community groups, defined as having an income of less than £10,000 per year and no paid staff
- initiatives that will help community groups to become sustainable in the longer term
- groups who have not received a grant from the community chest in the past

Lower priority will be given to groups who have received a community chest grant in the past two years and those that apply for projects similar to previous years.

If your group or organisation does not meet the priorities, then an application can still be made but is less likely to be successful.

	Deadline	Panel Meeting by
Round 2	Friday 18th October 2019	Friday 19th November 2019

If your project seeks to benefit the County as a whole, then it may be considered as a Countywide project, for which £30,000 per annum is set aside. Such projects are considered by a separate panel of Area Chairs that meets more regularly (8 May, 30 July, 24 Sept, 26 Nov, 28 Jan). Although the maximum grant remains 75% of the actual costs, the upper limit will not normally exceed £10,000.

If you would like to apply to the fund, please click on the form and guidelines links below. Some users may experience formatting issues with the Word version, in which case please check the pdf version to make sure that all of the sections are correct. Once your project is finished you will be required to submit a completion form and submit copies of receipts. You can also request a link to a bespoke google docs application form via the email address below.

NB If you submit paper documents, please do not use staples. All documents are scanned and the paper copies are then shredded.

Application form

- [Complete your application online \(Google form\)](#)
- [Application form \(Word Docx format\)](#)
- [Application form \(PDF format\)](#)

Guidance and conditions

- [Guidance and conditions \(Word Docx format\)](#)
- [Guidance and conditions \(PDF format\)](#)

Help For You

Grants of up to £200 are available for young people aged under 18 to support them in pursuing a particular ambition. Applications must be submitted by a constituted body, such as a sports club, youth club, scouts/guides, community group, local charity, or a school. No more than two grants per year per organisation will be allowed. Applications must be made on the form provided below. Applications will be considered in Round 1 followed by a review of the scheme. Submitting Help For You applications will not affect applications to the main Community Chest Scheme.

The grant panel will be looking for demonstrations of leadership, sporting excellence or other endeavour, which will inspire other young people or project a positive role model for others to follow.

- [Application form \(PDF format\)](#)
- [Application form \(Word Docx format\)](#)
- [Guidance \(PDF format\)](#)
- [Conditions \(PDF format\)](#)

Event Fund

The County Council has to find £36m revenue budget savings over the 3 year period 2019/20 to 2021/22. The Council has therefore sought to identify savings from discretionary areas of service provision in order to safeguard the delivery of vital public services. One such area of discretionary spending relates to the provision of traffic management and other services such as refuse collection, litter picking, etc which have previously been provided free of charge by the Council for a wide range of events held in the county.

As part of the Council's revenue budget savings proposals for 2019/20 it has been agreed that the Council will seek to recover the costs it incurs from the provision of support services requested by event organisers. This will apply to all events with the exception of Remembrance Day Parades and Armed Forces Parades, which will continue to receive support free of charge. By seeking to recover these costs the Council is able to safeguard the provision of other key front-line services that ensure the county remains an attractive place to live, work in or visit.

The Council values the contribution that cultural, sporting, community and other events make to the quality of life and economy of the county and wants to assist event organisers to adjust to the changes in support provision during 2019/20. The Council is therefore implementing an 'Event Fund' to provide some transitional financial support to assist local groups, clubs, charities and local councils to cover additional costs arising from changes in the way the County Council provides support for local events. For those events taking place from 1st June 2019, the Council will no longer provide free support services to event organisers for services such as traffic management. The provision of any support services will now incur a charge payable by event organisers. Events occurring before 1st June will be unaffected. The fund will run for one year only.

Applications for grants from the Fund must be made on the form below and must be submitted by the deadline for the Round.

	Deadline	Panel meeting by
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Round 1	Monday 22nd April 2019	Tuesday 30th April 2019
Round 2	Monday 17th June 2019	Tuesday 25th June 2019
Round 3	tbc September 2019	tbc September 2019

All applications are considered in chronological order of receipt date. Awards are made on a first come, first served basis. Once the budget is fully allocated the fund will close.

For further information, please contact:

Community Regeneration Team
Economy and Regeneration Service
Place Directorate
Northumberland County Council
County Hall
Morpeth
NE61 2EF
communitychest@northumberland.gov.uk