

MINUTES OF MEETING OF CRASTER PARISH COUNCIL
Thursday 21th March 2019 – 7.00pm in the Craster Memorial Hall

Councillors present:

Chair: Martin Smith

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

In attendance: 2 members of the public.

Clerk: Adam Shanley

Questions from the public: none received

2361 Apologies for absence

Apologies were received from Cllrs Henry Cummins, Ann Fettis, Mark Green and County Cllr Wendy Pattison.

2362 Declarations of interest

Both Cllr Rosie Robson and Cllr Elizabeth Pearson declared an interest in the planning application 19/00605/FUL.

2363 Discussion on Neighbourhood Plan

This item was deferred as Sarah Brannigan had been unable to attend the meeting, however the Clerk advised that he had put together a draft of the Neighbourhood Plan and a hard copy of this was available should Members wish to view this.

2364 Confirmation of the Minutes for the Meeting of 25th February 2019.

The Minutes were unanimously approved as a true and accurate record of proceedings and signed by the Chair.

Proposer: Rosie Robson

Seconder: Elizabeth Pearson

2365 Matters Arising

Cllr Rosie Robson reported that, following the completion of the quarry car park by NCC, Neil had been in touch with them to request that the bins be moved from his land and back into the car park.

Cllr Rosie Robson also reported that the boundary of the new fence may need to be checked as this appeared to go into Bark Pots land.

Cllr Rosie Robson also reported that the parking outside the Memorial Hall is becoming quite bad and may cause an obstruction for emergency service vehicles, etc. Cllr Robson asked whether the Council may be able to look into

purchasing and installing a "loading and unloading only" sign to be put on to the Memorial Hall building.

Cllr Elizabeth Pearson also asked the Clerk for an update on the seed survey to heigh Road which she had requested. The Clerk advised that he was yet to fix a date for this to take place with Neil Snowden, owing to the latter being away on annual leave. The Clerk advised that he would chase this up this week.

2366 Financial matters

a. Bank Balance – £5,849.30 at 16/03/2019

b. Received since 25/02/2019

c. Spent since 25/02/2019

Clerk wages & expenses (Nov-Dec 2018) - £300.00

PAYE (Nov-Dec 2018) - £75.00

Broadband payment - £19.80

d. Payments required

Clerk wages & expenses (Feb 2019-Mar 2019) - £240.00

PAYE (Feb 2019-Mar 2019) - £60.00

The Clerk also reported under this item that the accounts would be made available to the internal auditor at the end of March and the audit will be carried out thereafter.

2367 County Councillor's report

In County Councillor Wendy Pattison's absence, Cllr Martin Smith provided a brief summary of Councillor Pattison's report as provided with the Agenda and encouraged anyone who had any queries relating to NCC to get in touch with Cllr Pattison directly.

2368 Consultation on Embleton Neighbourhood Plan

The Clerk reported that he had received correspondence relating to the consultation on Embleton's Neighbourhood Plan. He advised that this was a statutory process which Embleton needed to follow as part of their work in setting up the plan. The Clerk advised that this would also need to be carried out by Craster when the Neighbourhood Plan is ready to go out to consultation.

The Clerk advised that if Members had any comments on the plan to put these in writing to him and he would be able to report this back to Embleton.

Cllr Rosie Robson noted that in the Northumberland Pre-Submission Draft of the Local Plan, Embleton was classed as a service centre.

2369 Community survey on local issues.

The Clerk circulated a draft copy of a proposed survey on behalf of Craster Parish Council.

Cllr Martin Smith advised that he felt this was a very good idea ahead of the Annual meeting in May. Cllr Elizabeth Pearson seconded this and Members agreed to send

out the community survey in order to get a better understanding of what the Community wanted Craster Parish Council to focus on over the year ahead.

2370 EJBC (Embleton Joint Burial Committee).

Cllr Elizabeth Pearson reported that the loan application is being made following the decision of Craster Parish Council in February to underwrite their part of the loan. Cllr Martin Smith asked whether or not the build procured by the EJBC was still in place. Cllr Rosie Robson advised that the Committee would know more by next week.

Cllr Rosie Robson also reported that she was happy to continue until May as one of the representatives on the EJBC, however thereafter it was her desire to step down from this as she was already involved with many organisations in the community.

- Cemetery House Spitalford Renovation Project – Letter of Support.

Councillors considered the letter of support for the loan application to the public works loan board and unanimously agreed to sign and send this (proposer: Cllr J Doherty, seconder: Cllr M Brooks). Cllr Martin Smith signed this on behalf of the Chair in her absence.

- Cemetery House Spitalford Renovation Project – Evidence request document.

Councillors considered the evidence request document and agreed that the requested evidence should be sent to the EJBC as outlined in the document. The Clerk advised that he would be taking care of this.

2371 Planning Matters.

Discussion on planning application 19/00605/FUL was deferred until the end of the meeting – Cllr Rosie Robson (as one of the applicants of the development) left the room to allow for a discussion to take place on this application in her absence.

After carefully considering the plans, Members decided to note the application without comment.

2372 Craster Trail update

The Clerk reported that he had received three quotations for the purchase of both gates either end of the trail. All three were from local contractors as follows:

Contractor A – £620

Contractor B – £580

Contractor C - £436

The Council resolved to go with Contractor C for the purchase and installation of the gates.

Cllr Margaret Brooks provided an update on the design of the map as the Parish Council's liaison with the designer on this. The Council thanked Cllr Brooks for the many hours she had spent with the designer in creating the map, however there was a feeling that the design as currently stands was not of sufficient quality and the Council asked for the design to be altered to reflect the design of another map created by the same designer for a different area. Cllr Brooks advised that she would look into this with the designer directly.

2373 Craster Community Trust

Cllr Rosie Robson reported that she had shared the funding opportunities sheet shared with her from Wendy Pattison following the last Parish Council meeting with the Community Trust and they were looking into this.

Cllr Rosie Robson also reported that she had shared the idea of carrying out a survey with all residents with the Trust. Some concern was expressed that the work tended to be carried out by the same residents within the village.

Cllr Rosie Robson also reported that the Trust had shared with her something called "52 painless things you can do for your community" and there was a feeling that the Parish Council had already done much of this.

Cllr Rosie Robson also reported that the Trust would now be looking at getting a license on an individual event basis for the sale of alcohol as opposed to looking to acquire a full liquor license for the Hall.

There was also some concern about people bringing their own food to functions at the Hall and the Trust were now looking to acquire the necessary equipment e.g. a food thermometer to ensure that all food is safe to eat.

2374 Correspondence received

The Clerk reported that he had received correspondence from Philip Bradley, NCC's footpath's officer in relation to a request from a resident in relation to the Craster trail. The Clerk reported that he would share this amongst Councillors to decide on an appropriate way to deal with the matter the resident raised.

2375 Parish Council Administration

The Clerk reminded everyone that there is still a need to fill the two remaining vacancies on the Parish Council.

2376 Items for Next Agenda

The Chair reminded all Members to contact the Clerk should they wish to have anything on the Agenda for the next Parish Council meeting.

2377 Date and time of next meeting – The next meeting of the Council is to be held at 7:00pm on 18th April 2019.