

MEETING OF CRASTER PARISH COUNCIL
Thursday 18th June 2020 – 6.00pm via Zoom

Agenda

Join Zoom Meeting

<https://us02web.zoom.us/j/84071311878>

Meeting ID: 840 7131 1878

Dear Councillor,

In accordance with both the Local Government Act 1972 and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of local authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020, I hereby give you notice that a meeting of the Full Council will be held in **via Zoom on Thursday 18th June 2020 at 6pm** to transact the following business:

2361 Co-option of Parish Councillors

2362 Apologies for absence

2362 Declarations of interest

2363 Confirmation of the minutes for the meeting held on 21st May 2020

2364 Matters Arising

2365 Public participation

2366 Report by County Councillor Wendy Pattison

2367 Annual Governance and Accountability Return for 2019/20

(i) to agree the internal audit report 2019-20 (copy attached)

(ii) to approve the annual governance statement 2019-20 (draft copy attached)

(iii) to approve the draft annual accounts for 2019-20 (draft copy attached)

(iv) to approve the accounting statement and explanation of variances 2019-20 (draft copies attached)

(v) to approve the certificate of exemption form 2019-20 (copy attached)

2368 Update on progressing the proposal of an anaerobic digester

2369 Update on Craster car park and toilets

2370 Report on planting and cutting back of grass verges

2371 Items for Next Agenda

2372 Date and time of next meeting

16th July 2020 – 18:00pm via Zoom.

And pursuant to the provisions of the above-named acts, I hereby summon you to attend the said meeting.

Adam Shanley

Clerk of Craster Parish Council

MINUTES OF MEETING OF CRASTER PARISH COUNCIL
Thursday 21st May 2020 – 6.00pm via Zoom

Councillors present:

Chair: Martin Smith

Parish Council members: Mark Green, Margaret Brooks and Michael Craster

In attendance: 9 members of the public, County Councillor Wendy Pattison and Ms Stephanie Linnell

Clerk: Adam Shanley

2361 Apologies for absence

Apologies received from Cllr Elizabeth Pearson.

2362 Declarations of interest

Cllr Mark Green declared an interest in application 20/01350/FUL and took no part in the discussions on this item.

2363 Confirmation of the Minutes for the meeting of 20th February 2020

The Minutes of the meeting from 20th February 2020 were unanimously agreed as a true and accurate record of proceedings.

2364 Matters Arising

None received

2365 Report by County Councillor Wendy Pattison

Cllr Wendy Pattison congratulated the Parish Council on carrying out a Zoom meeting so successfully and said it was fantastic to see so many residents at the meeting.

Cllr Pattison advised that the County Council is continuing to monitor the issue of its car parks being closed and, in its judgement, felt that the car parks ought to remain closed for the time being. Cllr Pattison advised that there would be electric flashing signs erected to inform members of the public that the car parks are closed. Cllr Pattison advised that she felt that they ought to remain closed and that the County Council would be guided by risk assessments of each individual sites to check that it is suitable and safe to re-open any car parks.

Parish Council members agreed that the car park ought to remain closed for the time being and, should the County Council be minded to re-open the car park, the toilets must also be re-opened and cleaned as well.

Cllr Pattison advised that she aware that the Parish Council is keen to progress the issue of the resident only car parking scheme, however she had doubts that it would work in Dunstan but felt this was necessary for Craster village.

Cllr Martin Smith thanked Cllr Pattison for her presentation. Cllr Wendy Pattison left the meeting at this point.

2366 Public participation

Mrs Karen Oxley asked if a notice could be put on to the toilet doors directing visitors to the nearest available public toilets which are open. The Clerk advised that he would look into this.

Mrs Fiona Robson asked if the Parish Council could look to acquire some large "no cycling" signs to be put on the entrances to the coastal path east of Heugh Road and also on the gate access to the National Trust's land going to Dunstanburgh Castle. The Clerk advised that he would contact the County Council's Footpaths Officer to request these.

2367 Appointment of Independent Auditor

The Clerk reported that the Council's previously agreed Internal Auditor is sadly unable to carry out the audit for 2019/20 owing to poor health. The Clerk advised that he had passed on the Parish Council's best wishes to the auditor and thanked him for his work on behalf of Craster Parish Council.

The Clerk advised that the Internal Auditor used by Embleton Parish Council has indicated that he would be willing to carry out Craster's audit for 2019/20 free of charge. It was **agreed** that this auditor would be Craster Parish Council's auditor for the 2019/20.

2368 Planning Matters

20/01350/FUL | Change of use of woodland to tourism accommodation for 3no: Treehouses and associated car-parking | Land South Of Burnside Lodge Embleton Northumberland

The Chair welcomed the applicant Mr Richard Clark and his planning agent Ms Stephanie Linnell to the meeting.

Members considered the application and particular concern was raised regarding the access and egress of the proposed site location on to the C74 road.

Cllr Margaret Brooks also highlighted that the area was based in the AONB and expressed concern at the loss of trees in the area.

Mr Richard Clark advised that a key component of the application is to ensure that the development fits in appropriately within the AONB. Mr Clark advised that this was a key consideration for him in this process.

Mr Richard Clark advised that he was aware of the concerns regarding the access and egress of the site. This had been raised at pre-application stage and, in order to address this, Mr Clark advised that he had undertaken a 7 day ATC Speed Survey in January of this year and the data from this survey demonstrates that the traffic speeds on the C74 road are significantly lower than the 60mph speed limit and that therefore the visibility splays from the proposed site are acceptable for the traffic speeds in this location.

Cllr Margaret Brooks expressed concern at the timing of this survey being undertaken, with January typically being a very quiet part of the season in the area, and therefore the results of this survey perhaps won't accurately reflect the movement of traffic in this area.

Ms Stephanie Linnell advised that the regulations state that these surveys are not permitted during school holidays. Ms Linnell also advised that the issue was more about the speed of the traffic.

Cllr Margaret Brooks advised that she felt that the application may cause greater risk to pedestrians on the C74 road.

Cllr Martin Smith advised that cars also typically drive slower during the winter months too.

Cllr Martin Smith advised that this road was also used by motorcyclists who don't keep to the 60mph limit.

Mr Clark advised that in the design of the proposal, design alterations to the access and egress of the site had been identified which would increase visibility, however, based on the information from the speed survey, it was felt that the visibility is adequate.

Ms Linnell also advised that she and Mr Clark were liaising with the County Council's Highways department to see what their judgement of the application is.

Ms Linnell also highlighted that an ecological report has been undertaken to support the application. Ms Linnell advised that she and the applicant had worked together with the ecologist in order to identify the best locations for the proposed accommodation within the site.

Cllr Margaret Brooks asked how many trees were being felled in order to accommodate the proposed car park for the development.

It was **agreed** to object to this application.

The Chair thanked Mr Clark and Ms Linnell for attending the meeting. Mr Clark and Ms Linnell left the meeting at this point.

2369 Consultation on resident only car parking for Craster and Dunstan

The Clerk reported that he had received confirmation from Northumberland County Council that the Parish Council may commence a consultation of local residents on the issue of the resident only car parking scheme. The Clerk presented a draft letter proposed to be sent out to local residents seeking their views.

Some members of the public felt that the letter ought to include an FAQs section so that residents better understood what the scheme involved.

There was some concern expressed about what impact such a scheme would have on the users of the Community Hall. The Clerk advised that he would look at this. Cllr M Craster

proposed that the grasscreted area outside the Hall be an area of exemption from the permit scheme in order to avoid any adverse impact on the Hall.

Some members of the public asked how it would be decided if the scheme is introduced in the Parish. The Clerk advised that this depended entirely on the results of the consultation.

Residents felt that the scheme should apply to the full Parish or not at all.

The Chair reminded all present that this is intended to be a 12-month trial scheme only at this stage.

It was **agreed** that the Clerk should draft an appropriate letter and response form and the consultation be sent out as soon as possible.

2370 Items for Next Agenda

Rosie Robson asked that the Parish Council considers the issue of the anaerobic digester at its next Full Council meeting.

Cllr Mark Green asked that the Parish Council considers the issue of cutting back of roadside grass and hedges and possibly carrying out some bulb planting at its next Full Council meeting. Cllr Green advised that he had been contacted by a member of the public about this issue.

2371 Date and time of next meeting

18th June 2020 – 18:00pm via Zoom.

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

County Councillor Wendy Pattison
CRASTER PARISH
COUNTY COUNCILLOR REPORT



County Councillor Wendy Pattison

wendy.pattison@northumberland.gov.uk – Tel. 07779 983072 and on
Facebook – Cllr Wendy Pattison

CRASTER PARISH

Grass Verges – Verge cutting started on June 5th.

Car Parks - Bamburgh Car Park has now re-opened, Newton by the Sea currently has two car parks open, Beadnell is also open and most of the local car parks are expected to open on June 15th.

Public Toilets – NCC Neighbourhood Services will be assessing each facility, there will be individual assessments carried out for each site with maps detailing social distance queueing routes, this has to be possible in order to open the facility, there will be signage on all facilities explaining the process to be adhered to, in facilities that can't accommodate social distancing inside the facility, they will be restricted to one person in and one person out, all doors where possible will be wedged open (providing this does not compromise any dignity) all staff will be provided with the correct PPE face masks, visors, gauntlets, and suits, the facilities will be cleaned and restocked three times a day and senior management has put measures in place to secure the additional resource if required to meet this enhanced service standard.

Superfast Broadband for our rural communities - With the help of inorthumberland officer, Mrs Sylvia Pringle, I recently asked all Longhoughton Ward Parish Councils to obtain a Community Fibre Partnership quote for bringing fibre to properties into your Parish for those residents and businesses who currently don't have access to Superfast Broadband. See link for more info on the Community Fibre Partnership scheme: <https://www.openreach.com/fibre-broadband/community-fibre-partnerships>

[Broadband for Rural Communities – Gigabit Vouchers](#)

As part of the Government's Rural Gigabit Connectivity programme business and residents in some of the hardest-to-reach places in the UK are eligible for additional funding towards the cost of installing gigabit-capable broadband to their premises when part of a group project.

gigabitvoucher.culture.gov.uk

Anyone who would like to have more information on this project, please contact Sylvia Pringle, by email: sylvia.pringle@northumberland.gov.uk

Books by the Sea

You may have seen some little book libraries while out and about during lockdown. There are three locations currently, North Sunderland, on the back road out towards Fleetham, Embleton which many of you may be familiar with, and also one just north of Alnmouth by the coastal footpath heading in the direction of Boulmer.

Books by the Sea expect to be in a position to announce two further branches to the reading project in the near future with two new recruits to the project. The idea behind this initiative is to

promote reading through the Books By The Sea network and create happenings connected to each branch involving local children, writers, illustrators, artists, runners, walkers, and even County Councillors? It is hoped that each local community will embrace their library and get involved with it. Each one really needs a steward to look after it, keep the stock presented well, rotate the stock every now and again – The books are all stamped in the library with an Ex Libris book stamp so that people can remember where they found their book. Please do get in touch if you would like to be more involved. There is a lot of information about how successful libraries have become successful here: <https://littlefreelibrary.org>.

The optimal place for people interested in the Books by the Sea project is on the Instagram account, account name is @booksbythesea_lfl, if people don't have the Instagram app they can access it via the internet here: https://www.instagram.com/booksbythesea_lfl/. There is a page on the website all about the project here: <https://emble.org/books-by-the-sea>. There is a messaging function in Instagram which is used all of the time, so people can get in contact that way. However, if anyone is not comfortable on Instagram and would rather email, then please get in touch via [email hello@emble.org](mailto:hello@emble.org)

There is no need at the moment for anyone to donate books at this stage, there is a lot of books in stock already. Although the project title is Books By the Sea, this does not preclude all of our rural areas from taking part at all and Longframlington have now acquired their own little library, The Longframlington library also has its own Instagram account: @longfram_book_exchange, they can be found here where there is a great photo of a very happy and excited young reader: https://www.instagram.com/longfram_book_exchange/



Every library is equipped with a spray bottle of sanitiser, donated by Seahouses Co-Op and a microfibre cloth. If people are at all wary of borrowing the books it might put their mind at ease to know that Books by the Sea are very conscious of the risk of Covid 19 and have consulted with the Little Free Library website which provides good advice. The libraries installed so far were designed carefully not to jar with their surroundings and were built with care by a local builder.

Northumberland residents parking permit

If you live in a residential property within a residents' parking scheme area, 'permit holders only', you'll need to apply for a permit to park during restricted hours.

A permit doesn't guarantee a parking space outside of your property, because resident bays aren't allocated to individual properties. View the [terms and conditions here](#).

NCC carried out a formal review of the annual cost of a resident and visitor permit, which has been the first review for over 10 years. The administrative cost of producing the permits exceeds the current charge, and further costs are incurred through the management and enforcement of the permit schemes themselves. Therefore from 1 April 2019, the annual cost of a resident and visitor permit is £25.00 each.

Guest houses parking permits

If you run a guest house located within a resident parking permit scheme you will be able to apply for up to two parking permits.

NCC policy has been to consider the number of letting bedrooms, any private or unrestricted parking near to the establishment and any alternative council operated off-street parking in the vicinity that can be used and to review the number of permits that have been issued across the scheme.

However, as parking pressures in all of our towns has increased significantly since the introduction of free parking we have reviewed our policy. A guest house will now be able to apply for the same number of permits as any other residential property within the scheme area, a maximum of two permits. However, to give more flexibility these can be two 'visitor' permits which will allow them both to be used in any vehicle.

We carried out a formal review of the annual cost of a resident and visitor permit, which has been the first review for over 10 years. The administrative cost of producing the permits exceeds the current charge, and further costs are incurred through the management and enforcement of the permit schemes themselves. Therefore the annual cost of a resident and visitor permit is increasing to £25.00 each.

You will soon be able to apply for your permits on line by completing a **Guest House parking permit** application form and you can upload proof that the premises are being used as a guest house with your application.

If you have more guests than you have permits, you'll need to find alternative places for them to park safely and legally.

[disabled parking bays](#)

Disabled Parking Bays - If you'd like to request a new 'on-street' disabled parking bay introduced at a public building or home address, email highwaysprogramme@northumberland.gov.uk.

To qualify for a residential disabled parking bay near your home, you must be a blue badge holder and:

- demonstrate a genuine need for the bay requested
- not have access to private parking within or near the premises
- receive the higher rate mobility component of the disability living allowance
- drive your own car or nominate a carer who drives you and resides at your address
- provide copies of your driving licence and vehicle registration documents displaying your name and address

The application form also needs to be signed by a doctor or occupational therapist.

Applications for new bays take a minimum of three months. We will deal with applications as quickly as possible.

However, creating new parking places involves consultation with the local community, which can take time.