

# Shilbottle Parish Council

Minutes of a meeting of Shilbottle Parish Council held on

**Wednesday 20 July 2022 at 18.30**

**In The Haven Community Room**

1. **Public Speaking**
  - 1.1. There were no members of the public in attendance
2. **Leaving presentation for outgoing Clerk**
  - 2.1. Councillor Mrs Haddow presented the outgoing Clerk Mr Daniel Metcalf with a leaving gift while thanking him for his service in this post for the last 9 years. Welcomed everyone to the meeting and thanked Councillors for the commitment they have shown throughout the past month
3. **Welcome by Chair to new Clerk, Paul Burns**
  - 3.1. Councillor Mrs Haddow welcomed the new Parish Clerk.
4. **Apologies for Absence**
  - 4.1. Received from Cllr Robertson and Cllr Douglas.
5. **Those Present**
  - 5.1. Councillors Don Aitchison, Stephen Elliott, Edith Hood, Graham Huggins, Celia Lewis, Brendan Storey, Leonie Taylor and The Chair, Councillor Mrs Elisabeth Haddow, Clerk Paul Burns.
    - 5.1.1. Councillor Mrs Elisabeth Haddow left the meeting at this point to attend to personal issues leaving Councillor Lewis to chair proceedings
6. **Declaration of interest**
  - 6.1. None.
7. **Minutes of meeting held on 15 June 2022**
  - 7.1. The Minutes were presented for approval.
  - 7.2. Proposed Cllr Huggins and seconded by Cllr Aitchison and put to vote and unanimously approved
  - 7.3. Councillors were advised that going forward minutes to be available in hard copy at next meeting.
  - 7.4. Agendas to be emailed (and posted where applicable to those without email) prior to next meeting.
8. **Matters arising for discussion**
  - 8.1. Correspondence
    - 8.1.1. Letters of thanks for Jubilee celebrations received.
    - 8.1.2. Application from Shilbottle Primary School on annual basis for graduation ceremony. It was previously agreed that a £200 donation would be provided to the school.
    - 8.1.3. Application for leaving ceremony for "Friendly Frogs" pre-school group. It was previously agreed that a £100 donation would be provided to "Friendly Frogs".
    - 8.1.4. NCC - Economy & Regeneration Service - Veteran Needs Survey – Response required by 31 August 22.
    - 8.1.5. NCC - Economy & Regeneration Service - Changes to Bus Services around Alnwick, Amble and Wooler (from Sunday 24th July 2022). This would result in a service reduction from present. Clerk will post revised timetable on notice board.
9. **Finance**
  - Outgoings**

• Daniel Metcalf wages/cemetery fees	£621.78
• Daniel Metcalf – increase in wages	£24.00
• Daniel Metcalf – cemetery fees (B A)	£50.00
• Alastair Kidd-play areas	£120.00
• Storey and Son -grass cutting awaiting invoice	£855.00
• Storey and Son – agreed extra remedial work	£310.00
• Inks -E Haddow	£15.99
• Clerks leaving present – E Haddow	£110.00
• Greaves Grindle – internal audit	£606.00
• Denwick Joinery - Percy Road seat removal	£60.00
• Denwick Joinery - Hampeth Bus shelter	£708.12
• Primary School graduation	£200.00
• Friendly Frogs leaving ceremony	£100.00

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## Incomings

- None

### Note:

As there will be no meeting August 2022 cheques will need to be signed for regular expenses (e.g. grass cutting). The meeting was requested to approve this approach with Cllr Haddow, Lewis and Huggins as signatories.

This was put to the meeting by the chair.

Proposed by Cllr Storey, seconded Cllr Elliott. Vote passed unanimously.

Any urgently required expenditure would need to be agreed via Finance committee route during the period of August should such an extraordinary event arise.

10. **Planning** – Clerk advised the following feedback over past month:
  - 10.1. 22/02303/FUL Dene House Shilbottle Alnwick Northumberland NE66 2HS
  - 10.2. 22/02391/FUL The Reading Room Shilbottle Alnwick Northumberland NE66 2XS
  - 10.3. 22/01930/FUL 8 Percy Road Shilbottle Alnwick Northumberland NE66 2HF LETTER RECEIVED 14/07/22 ADVISING PERMISSION GRANTED
  - 10.4. Councillors asked for status in relation to Townfoot application. Clerk took action to report back status.  
POST MEETING NOTE: 19/04548/FUL Land At South West Of Townfoot Farm Shilbottle Northumberland Proposed construction of seven new build detached residential properties along with associated infrastructure. – Application “permitted” Thu 29 Apr 2021
11. **Finance Committee**
  - 11.1. To Schedule a meeting for August 2022 with new Clerk.
12. **Feedback on play areas** - Councillor Huggins monthly report
  - 12.1. Graffiti Widows Row playpark needs to be painted over.
  - 12.2. Widows Row – bird droppings on seating. Cllr Storey will look to try some cable ties on the swing to deter pigeons from roosting.
  - 12.3. Alistair Kidd will send email report on monthly play area inspection and invoice for inspection to Cllr Huggins Graham to send through to Clerk. NB - Needs to be RoSPA accredited
  - 12.4. Suggest moving bin to in front of Welfare and bolt down. Remove and store the two bins on the field to use as and when in future. Cllr Storey to implement in August.
13. **Liaison with NCC** - Update on communications from Cllr Lewis on liaison with County Councillor Thorne
  - 13.1. No feedback from Cllr Thorne despite Cllr Lewis sending several emails on various topics. Cllr Lewis to send through to Clerk to chase Cllr Thorne
  - 13.2. Clerk to send parish map out to everyone following query on parish boundaries
  - 13.3. Feedback provided by Cllr Robertson. Cllr Robertson saw a supervisor Monday 18 July outside the Pharmacy, apparently the work on the pavement should happen in the next 2 weeks. They are relaying the whole stretch of pavement.  
Cllr Robertson also inspected the path again between Beech Estate and Coquet View. Nothing has been sorted there. Cllr Robertson didn't speak to anyone about the problem but has sent an urgent request email to NCC about this.
14. **Liaison with Police** - Councillors Haddow, Hood, Aitchison. Update on communications
  - 14.1. Tractors moving through village at high speed. Cllr Haddow has raised this with Katie Gerard Community Support Officer.
  - 14.2. Cllr Hood has emailed Katie Gerard and NCC regarding issues with motorcycles but no response.
  - 14.3. Proposal for discussion for next meeting to consider purchase of trail Cam to identify culprits.
15. **Bus Shelters** - Councillor Storey. Update.
  - 15.1. Bus shelter at Hampeth completed.
  - 15.2. New shelter outside church – Cllr Storey advises youths trying to set fire to this shelter.
16. **Dog fouling/Litter** - Update by all Councillors for designated areas
  - 16.1. Things have generally improved in all areas.
  - 16.2. No dogs allowed notice in cemetery has been discussed previously but no signs in place. Current status unknown. Cllr Haddow may be able to advise at next meeting.
17. **Homes for Northumberland** - Councillor Hood, Aitchison update

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- 17.1. Cllr Aitchison advised there is no means to telephone local housing officer. Cllr Aitchison will utilise the feedback form he has received to send via post and request response from HFN on means of contacting other than post.
18. **The Queen's Platinum Jubilee - Report from the Chair**
  - 18.1. Following donations and expenses any remaining monies held by the Forum will be used to contribute for the seat/table<sup>1</sup> for play area at Middle Row. (Parish will pay initially and the Forum will re-imburse).
  - 18.2. Cllr Aitchison asks Chair to send letter to the Forum for all the good work they do with a big thank you for their contribution to the Jubilee.
  - 18.3. Agree on table for play area Graham propose Brendan second
  - 18.4. New seat at Northside/Middle Row to replace one at Percy Road which was removed.
19. **Further items at discretion of the Chair**
  - 19.1. Cllr Storey
    - 19.1.1. Grass to be cut at should start next week at Colliers Close.
    - 19.1.2. Manhole cover outside school to be fixed 5th July. Needs total rebuild of inside wall before it can be replaced during school outage.
    - 19.1.3. Road gully blocked. Raised for a number of years.No action been taken. Formal complaint has been raised.
    - 19.1.4. Grange Road hole in path. To be raised with NCC.
    - 19.1.5. Water leak Beech Estate. Been issue for a number of months. In hand. Water Board to investigate and advise.
    - 19.1.6. Grass outside old post office. Can we get NCC to widen path Dukes land. Can we see if the grass can be cut.
  - 19.2. Cllr Aitchison
    - 19.2.1. Hampeth – Garden brown bin required by a resident. NCC say can't have brown bin. To be raised with NCC.
    - 19.2.2. Park in Hampeth – Can there be a no dog/fouling sign installed.
  - 19.3. Cllr Lewis
    - 19.3.1. Cllr Lewis to email Cllr Thorne regarding signs for bus stop taken down and not replaced.
  - 19.4. Cllr Elliot
    - 19.4.1. Bus stop Widows Row. Bin smelling round bus stop. Cllr Lewis to email Cllr Thorne.
  - 19.5. Memorial seat for Eric Thompson
    - 19.5.1. Card received from Joanne and Angie regarding memorial seat for Eric Thompson. Three locations requested. Most appropriate would appear to be corner of Ashfield Terrace beside school entrance.
    - 19.5.2. Primary School Headmaster Mr Parnaby has said seat outside school will be fine.
    - 19.5.3. Cllr Storey will get picture of proposed seat from Joanne/Angie for next meeting.
  - 19.6. Councillor training session.
    - 19.6.1. Training with Stephen Ricketts (NALC) scheduled for September. No interest shown.
20. **Date of next meeting:**

The date of the next meeting is Wednesday 14 September 2022 at 18:30 in The Haven Community Room

Meeting ended 19:40

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<sup>1</sup> <https://www.recycledfurniture.co.uk/Picnic-Tables/Junior-Octagonal-Picnic-Table>