

**Longhorsley Parish Council Annual Meeting 10<sup>th</sup> May, 2023 at 7.00pm in the Village Hall**

**Present** Cllrs: S Alcock  
K Bell  
P Boyle  
N Douglas (Chairman)  
A Peat  
T Potts

Clerk G Turner

4 Members of the Public were present

**CO1/1 Election of Chairman for 2023/24**

Cllr Douglas asked for nominations for the position of Chairman of the Parish Council. Cllr Boyle proposed Cllr Douglas and this was seconded by Cllr Bell. With no other nominations being received, Cllr Douglas was duly elected to the position of Chairman.

**CO1/2 Declaration of Acceptance of Office of Chairman**

Cllr Douglas completed and signed his Declaration of Acceptance of Office form, which was made before the Clerk, Gillian Turner.

**CO1/3 Election of Vice-Chairman**

Cllr Douglas asked for nominations for the position of Vice-Chair of the Parish Council. Cllr Boyle was proposed and seconded. With no other nominations being received, Cllr Boyle was duly elected to the position of Vice-Chair.

**CO1/4 Co-option to fill 2 Vacancies**

Following the previous interview process, members formally co-opted Trevor Potts and Jennie Parker onto the Parish Council. Cllr Potts duly completed his declaration of acceptance form in the presence of the Clerk and due to Cllr Parker's absence, her form will be completed before the next meeting in June.

**CO1/5 Apologies for Absence – none tendered.**

- CO1/6** Minutes of the meeting held on 12<sup>th</sup> April, 2023 (which had been previously circulated) were approved, and signed.
- CO1/7** Declaration of Interests for items on the Agenda – Cllr Bell declared a permanent disclosable pecuniary interest in the East Road Development – ownership of land.
- CO1/8** Date of Next Meeting(s) – It was agreed that the dates of the next Parish Council meetings would be: 14<sup>th</sup> June and 12<sup>th</sup> July, 2023, with the Annual Parish Assembly on 24<sup>th</sup> May.
- CO1/9** County Matters – County Councillor Sanderson was not in attendance. The Clerk informed the meeting that she had contracted the Highways Officer responsible for the Smallburn Road passing places but had not had a reply to date. Cllr Boyle said that he would try to arrange a meeting on site.
- CO1/10** Update on behalf of Northumbria Police  
Officer Richardson sent in a report showing that there were no incidents or crime trends of concern to local residents. He reported that there had been an incident of a blocked carriage way due to a fallen tree on the A697 and that the obstruction had been removed.
- CO1/11** Finance
- 11.1 **Authorisation of Payments** – Members considered and approved the Authorisation of Payments list for May 2023, totalling £6,016.51.
- 11.2 **Review of Standing Orders**  
Members reviewed and endorsed the Standing Orders as dated 10<sup>th</sup> May 2023.
- 11.3 **Review of Financial Regulations**  
Members reviewed and endorsed the Financial Regulations as dated 10<sup>th</sup> May 2023
- 11.4 **Review of the Insurance Policy**  
Members considered the Insurance Policy Renewal document as provided by Hiscox and approved the renewal as from 1<sup>st</sup> June 2023.
- 11.5 **Bank Signatories**  
The Clerk confirmed the current signatories as Cllrs Alcock, Bell and Douglas, together with the Clerk.
- 11.6 Quotation for Pathway Repairs as Old Church Wood – members received and accepted the quotation from Linden Property Services of £470.00 to carry out the necessary works.

## **CO1/12 Routine Items for Review**

### **12.1a) Planning Decisions –**

- 23/00796/FUL Kitchen Extension at 4 Linden Cottages – GRANTED by NCC.

### **12.1b) Review of Planning Applications –**

- 23/01195/FUL Single storey rear kitchen and bedroom extension at Ingle Cottage, Green Edge – Objections raised.

### **12.1c) The following applications are to be kept on the Agenda in order to ensure that they are not forgotten:**

20/01242/FUL	Belmont – ongoing
21/01300/VARY	Caravan at Low Southward Edge
21/02183/FUL	1-2 South Road

### **12.1d) The Clerk informed the meeting that she had contacted the Planning Officer, Rob Murfin about coming to a meeting to discuss planning issues. She has issued a list of meeting dates for the year to December and currently all are convenient for him. Members agreed to invite Mr Murfin prior to July meeting of Council.**

### **12.2 Moor Management Committee – verbal update by Cllr Douglas**

The next meeting of the Moor Committee is scheduled for 7<sup>th</sup> June 2023.

### **12.3 The Old Church Wood – verbal update by Cllr Douglas**

A group of volunteers tended the area on Monday of the Coronation weekend to check the trees and weed the area. Some work on the beds inside the church has also taken place. The first grass cut of the perimeter pathways has also been undertaken.

### **12.4 Play Areas**

- i. Members considered and noted the report supplied by Mr Paterson.
- ii. The MUGA entrance door/gate needs replacing – Mr Paterson be asked to take a look at the situation.

### **12.5 Allotments – The Clerk was asked to contact Mr Paterson about replacing the fencing around the site.**

### **12.6 Village Maintenance Issues**

- a. Car Parking on Common – Cllr Boyle informed the meeting that there had been an issue of a gentleman parking across the entry to the Common thus parents had double parked on the West Road causing a problem. The Clerk was asked to source a sign to be placed on the front of the gate barrier saying “No Parking as Access is required at all times”. There is also a large rut appearing in the surface and a temporary fix of filling with gravel was approved until such time as a strip of hexagonal matting can be laid.
- b. Archies Pond – Cllr Peat raised the issue of the gate being left open at all times. Cllr Boyle agreed to take a look at the gate with Mr Paterson to see what can be done.

- 12.7 **Website** – updates will be required for the new Chairman/Vice-Chair and Co-opted members.
- 12.8 **Longhorsley Tree**  
The Clerk was asked to write articles covering the new Chairman, Vice-Chair and Co-opted members, Community Awards result and Annual Assembly.
- 12.9 **Donation Requests:** - none received.
- 12.10 **Village Hall Committee** – next meeting to be held in June.
- 12.11 **Climate Change** – nothing further to report at this time.

### **CO1/13 Items Carried Forward**

- 13.1 **Housing Developments and Planning Matters in the Village**
- a) South Road Development – nothing to report at this time.
- b) East Road – Following receipt of the Planning Inspectorates decision to approve the deregistration, the formal disposal notices have now been published in the Newcastle Journal on 24<sup>th</sup> April and 1<sup>st</sup> May 2023.  
(Cllr Bell declared a disclosable pecuniary interest in this issue)
- 13.2 **Neighbourhood Plan** – nothing to report.
- 13.3 **Village Green** – nothing to report at this time.
- 13.4 **Welcome Letters** – none issued this month.

### **CO1/14 Other Agenda Items**

- 14.1 Councillor Duties – members considered the list of councillor duties and re-allocated duties as follows:
- Cllr Alcock will oversee Old Church Wood, Footpaths and be a bank signatory
  - Cllr Boyle is now the Vice-Chair
  - Cllr Parker will oversee Archies Pond
  - Cllr Peat will be the Village Hall representative
  - Cllr Potts will be the Chair of the Moor Committee

#### **The meeting was adjourned at 8.00 pm to allow parishioners to speak**

1. Mr McMorrow raised the issue of the remedial works by the Football Club on the Common. It was agreed that the Clerk write to the Chairman to request a timeline for when the planned work will commence to correct some of the planning issues. Cllr Boyle agreed to meet the Chairman on site to discuss.
2. A member of the public raised the issue that she thought that the council was intending to create a car park on the Common. The Chair assured her that this was not our

intention and that only a strip of hexagonal matting was to be placed to allow grass to grow through – Mr McMorrow also confirmed the intention.

3. Another member of the public thanked members for their swift action to tackle the mole issues at the Old Church.
4. Another member of the public reported a problem of moss on the pathway between 21 and 22 Whitegates. The Clerk informed her that footpaths were a County Council responsibility and that problems can be reported through their website. The Clerk would also report the issue.

**No other issues were raised and the meeting recommenced at 8.25 pm**

- 14.2 Kings Coronation Update – Cllr Peat informed the meeting that some £1,180 in funding had been achieved (£480 NCC, £500 Lottery and £200 Windfarm). The Sunday event had been very successful, despite the weather, with over 350 people in attendance. Admission was free and £367 had been raised for local charities. On Monday volunteers completed a litter pick of the Village, tended to the trees at Old Church Wood and also carried out a deep clean of the Village Hall. Cllr Peat thanked all of the volunteers and the team organising the event for their enthusiasm throughout the weekend.
- The Chairman thanked Cllr Peat and the Team for an excellent job.

**CO1/15 Other Items for Information -**

Cllr Boyle informed the meeting that the CCTV remote access should be sorted out later in the week.

**CO1/16 Any Other Business (arising too late for inclusion on the agenda)**

- 16.1 A request from Felton PC to borrow our gazebos has been received. Members did not agree to the request as they felt that if the Village Day were to be revived, the gazebos would need to be in good condition and were worried that if they were loaned out, they could be damaged.
- 16.2 Problems have been reported by some walkers using the path between Old Church and the Burn. Due to “Rights of Way” posts/markers not being on site, walkers were getting confused as to the correct path to take. It was agreed that the Clerk contact NCC Footpaths Officer to arrange a meeting on site with Cllr Alcock and Boyle to discuss the issue.

The meeting closed at 8.50 pm.