

**ANNUAL MEETING OF CRASTER PARISH COUNCIL**  
**Thursday 18<sup>th</sup> May 2023 – 6:30pm in the Hall**

**Agenda**

Dear Councillor,

In accordance with the Local Government Act 1972, I hereby give you notice that the annual meeting of **Craster Parish Council** will be held **in Craster Memorial Hall on Thursday 18<sup>th</sup> May 2023 at 6:30pm** to transact the following business:

- 1. Election of Chair of the Parish Council**
- 2. Election of Vice-Chair of the Parish Council**
- 3. Welcome and apologies for absence**
- 4. Declarations of interest**
- 5. Confirmation of the minutes for the meeting held on 20<sup>th</sup> April 2023**
- 6. Matters arising**
- 7. Public participation**
- 8. Report by County Councillor Wendy Pattison – report included.**
- 9. Report from Embleton Joint Burial Committee representative**
- 10. Report from Craster Community Trust representative**
- 11. Progressing the mobile phone mast in Craster quarry car park**
- 12. Update on the traffic calming scheme to the entrance of Craster village following meeting with NCC officers**
- 13. Update on the request for a voluntary contribution to the Parish Council precept.**
- 14. Proposal to host a volunteering day to clear the land to the entrance of the village**
- 15. Planning Matters:**
  - Progressing the proposal of a Conservation Area for Dunstan
  - Update on the Neighbourhood Plan following a meeting with the Area Planning Manager at NCC.
- 16. Items for next Agenda**
- 17. Date and time of next meeting**

15<sup>th</sup> June 2023 – 6:30pm in Craster Memorial Hall.

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 20<sup>th</sup> April 2023 – 7:00pm in Craster Memorial Hall**

**Councillors present:**

**Chair:** Martin Smith

**Parish Council members:** Margaret Brooks, Michael Craster, Elizabeth Pearson, Alan Gregory and Rosie Robson

**In attendance:** 8 members of the public and 2 representatives from Donlocations.tv

**1. Welcome and apologies for absence**

Apologies were received from Councillors A Fettis and M Green.

**2. Declarations of interest**

None received.

**3. Confirmation of the minutes for the meeting held on 16<sup>th</sup> March 2023**

The minutes of the meeting held on 16<sup>th</sup> March 2023 were unanimously agreed as a true and accurate record of proceedings.

**4. Matters arising**

None received.

**5. Discussion with Quay Street Productions regarding proposed filming in Craster**

The Chair welcomed Alastair Don and his colleague to the meeting to discuss the proposed filming of Craster.

Alastair advised that he is a location manager based in the North of England and covers Yorkshire, Derbyshire, Cumbria and Northumberland

Alastair advised that his latest project is a new six-part drama titled 'The Red King' and he and his crew are in pre-production stage ahead of filming which starts June 18th and finishes September 28th.

Alastair advised that 'The Red King' is a new drama which centres around a city centre police detective who is sent to a remote island posting where she uncovers a missing persons case which leads to all manner of murders and strange events, in which a mysterious island cult is at the centre of.

Alastair advised that this promises to be an interesting drama which has elements of crime thriller, horror and drama included.

Alastair advised that it is his company's intention is to use the village of Craster as part of their 'island' and film in various streets and properties in the village.

As the summer months draw nearer and subsequently the summer holidays, Alastair advised that it is his intention to film in the village at the start and/or end of the filming period to avoid the particularly busy months.

Mrs Marion Gallon highlighted the issues of disruption to local residents when filming in the village is taking place. Alastair advised that he was aware of how disruptive filming can be to local residents and assured the Council that he would make every effort to ensure that disruption is kept to a minimum.

Alastair advised that, in total, he didn't expect to be in Craster longer than 2 weeks and would ensure that the quarry car park is used by his team.

Alastair also advised that he hoped that some local residents might be willing to take part in the drama as extras.

Alastair provided his contact details to the Clerk so that he could make contact with him directly if there were any issues/ queries.

The Chair thanked Alastair and his colleague for engaging so positively with the Parish Council.

At this point, Alastair and his colleague left the meeting.

## **6. Public participation**

Mrs Marjorie Taylor asked why the Council property in South Acres had been removed from the Northumberland Homefinder website and asked if the property had been let as yet. The Clerk advised that he would look into this with the Head of Housing at NCC.

Mrs Marion Gallon raised the issue of parking at the top of Tower Bank and asked if the Parish Council could approach Adventure Northumberland about this as cars were spilling out at the top of the road and she believed that they were associated with this operation. Councillors R Robson and M Brooks agreed with this and also advised that they had asked the Clerk to contact NCC once more to raise the issue of extending the double yellow lines up to the top of the Bank on both sides of the road to mitigate this issue. The Clerk advised that he had been in correspondence with NCC on this and this is being looked into. The Clerk also advised that he would contact Adventure Northumberland again about this issue.

## **7. Report by County Councillor Wendy Pattison**

In Councillor Pattison's absence, the Chair referred attendees to her written report included with the Agenda and asked all present to direct all queries to Councillor Pattison.

## **8. Report from Embleton Joint Burial Committee representative**

Councillors E Pearson and M Brooks provided an update on the EJBC as Parish Council representatives.

Councillor E Pearson advised that the EJBC has undertaken a recruitment process for the new Clerk in place of Geoff Newcombe and a number of candidates were interested in the role. Councillors E Pearson and M Brooks paid tribute to Geoff for all his excellent work for the EJBC over the years.

Councillor E Pearson also advised that the fencing on the West side of the cemetery had recently blown down and the EJBC were looking to have this repaired. Councillor E Pearson thanked all the EJBC members and the contractor for their excellent work in maintaining this cemetery as a place of peace and respect.

Mrs Marjorie Taylor asked if the issue of the tree next to her plot was being looked into and Councillors E Pearson and M Brooks confirmed that this was being looking into.

## **9. Report from Craster Community Trust representative**

Councillor M Craster reminded Members that the Trust, WI and others were hosting a Coronation Afternoon Tea on Sunday 7<sup>th</sup> May. Councillor M Craster particularly welcomed that the event had had an excellent response from local residents wishing to attend this event and, if the weather remains fine, this will take place in the church garden.

Mrs Marion Gallon advised that she would arrange for bunting to be put around the church if this would be acceptable and Councillor M Craster agreed this.

The Clerk thanked everyone involved in the organisation of this event and advised that he would be able to drop the Afternoon Tea sets off on Friday ahead of the event.

## **10. Progressing the mobile phone mast in Craster quarry car park**

The Clerk highlighted that he and Councillor M Brooks had met with a different supplier for the new mast to the quarry car park and were particularly impressed with the presentation they received.

The Clerk advised that the new company is now proposing to site the mast in the left side corner of the quarry car park but this may be subject to change.

The Clerk also advised that the Heads of Terms could swiftly be agreed by NCC if they choose to go with this contractor.

The Clerk also confirmed that the contractor would be the applicant in a planning application and would be able to support the Parish Council with any presentations/ queries at the next annual meeting of the parish.

The Clerk advised that two main operators were interested in using the mast for their services in the village, which is excellent news.

The Clerk advised that the mast would be approx. 8 metres above the height of the quarry. Members unanimously **agreed** to support these plans and to await further information from NCC.

### **11. Update on the traffic calming scheme to the entrance of Craster village following meeting with NCC officers**

The Clerk highlighted that he and Councillors R Robson and M Brooks had met with NCC officers on-site and looked over the plans for the new gateway to the village.

The plans were presented at the meeting and included, amongst other things, : 1) the removal of the barrels 2) the removal of the chicane 3) blocking off the gap in the stone wall from the car park and improving pedestrian routes out of the car park 4) introducing grass areas to the sides of the entrance of the car park, 5) the installation of a raised table to the entrance in order to slow down the traffic and 6) introducing boulders to the right-hand side grass verge to prevent pedestrians walking along this stretch and encourage them to use the other side of the road (i.e. the formal pavement).

Some members of the public expressed concerns about the introduction of the street lighting in an AONB. Councillor M Craster suggested that NCC be asked to turn the lights off from midnight each night.

Mrs Marion Gallon advised that her understanding of the chicane was that this was fundamental to encouraging visitors to turn right into the car park. The Council advised that they would speak with NCC about this.

Some members of the public also expressed concern that the grass verge to the right-hand side coming into the village would be blocked by boulders as they felt that this was a popular walking route taken by a lot of visitors and this could lead to the issue of people walking in the middle of the road becoming worse.

The Council agreed to take on the grass cutting responsibility for the new grassed area, should the scheme be adopted by NCC.

The Clerk also highlighted that NCC is looking at a delivery timetable of November to get these works started.

### **12. Proposal to establish a Working Group to review important Parish Council documents**

The Council unanimously **agreed** that the Chair and the Clerk should form a Working Group to seek to review existing Standing Orders and policies of the Council.

### **13. Request for a voluntary contribution to the Parish Council precept**

Members unanimously **agreed** that the Parish Council should make its usual request for a voluntary contribution to the Parish Council precept to holiday let owners in the parish area. Members also **agreed** that the projects for this financial year should be installing a

defibrillator in Dunstan and also to progress the design of an artistic sign for Dunstan as well as having the lettering in the Craster sculpture refreshed and made clearer.

#### **14. Proposal to host a volunteering day to clear the land to the entrance of the village**

The Clerk highlighted the issue of fallen trees to the entrance to the village and advised that he felt that the Parish Council should be looking to fund the clearing of this area so as to improve the gateway entrance to the village. Members felt that the North Side owners should be asked to make a contribution to these works should any major works be proposed.

The Clerk advised that the Parish Council would need to be mindful of nesting season up until the beginning of September.

It was **agreed** that a volunteer should be identified to help cut the branches back only up to the stone wall. Ms June Drage advised that she and her husband would be happy to carry out this work and also to carry out a risk assessment beforehand, in order to ensure that no tree nesting/ ground nesting birds were disturbed by these works. The Council thanked June for this kind offer and asked her to go ahead with this as proposed.

#### **15. To agree the date and time of the Annual meeting of the parish**

It was **agreed** that the annual meeting of the parish should take place on Monday 15<sup>th</sup> May at 6:30pm.

#### **16. Planning Matters:**

**Update 23/00690/FUL** | New hard landscaping including alterations to change timber deck to slate upper and lower patio. Timber fence to be replaced with metal post and wire rail to match neighbouring property. Steps to be amended to connect upper and lower patio. | Harbour Cottage 5 Haven Hill Craster Alnwick Northumberland NE66 3TR. It was **agreed** to note this application.

**Update on 22/04343/FUL** | Proposed alterations and refurbishment of existing garage structure to provide garden store and the addition of a sunroom. | Waters Edge Haven Hill Craster Northumberland NE66 3TR. Members **approved** the objection letter submitted for this site and **agreed** to await the outcome of this application.

**Update on 21/02775/FUL** following the North Northumberland LAC meeting of 20<sup>th</sup> April 2023, Members **noted** that this application had now been refused.

#### **17. Items for next Agenda**

The Chair reminded Members to contact the Parish Clerk if they wished to have an item discussed as part of next month's Agenda.

#### **18. Date and time of next meeting**

18<sup>th</sup> May 2023 – 6:30pm in Craster Memorial Hall.

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

Signed,

**Chair of Craster Parish Council  
(18<sup>th</sup> May 2023)**

# CRASTER PARISH - COUNTY COUNCILLOR REPORT



County Councillor Wendy Pattison

[wendy.pattison@northumberland.gov.uk](mailto:wendy.pattison@northumberland.gov.uk) - Tel. 07779 983072 and on Facebook  
– Cllr Wendy Pattison

## CRASTER PARISH

### June deadline for community grant applications

#### [Apply for the community chest scheme](#)

Voluntary and community groups across the county that are in need of financial assistance are being invited to apply for funding from Northumberland County Council's community chest scheme.

The money can be used for a wide range of community causes including those that enhance the environment and promote health and wellbeing. The grant has also been particularly helpful to youth groups and sports groups.

Grants of 75% up to a maximum of £5,000 are available and there is no minimum amount for applications.

The deadline for the next round of funding is June 2, and the application process is very straight forward.

[Click here for more information and how to apply for the community chest scheme](#) or email: [communitychest@northumberland.gov.uk](mailto:communitychest@northumberland.gov.uk)

### Advanced technology trialled on county road



Advanced road maintenance technology is being trialled on one of the county's busiest roads. Motorists driving northbound on the A189 between the Three Horseshoes roundabout to Bebside will notice a difference to the road surface as they travel along the stretch.

The improvement to the road surface, road markings and cat eyes is aimed at improving safety and visibility in all conditions. The technique and road marking products used are more environmentally friendly and longer wearing than standard methods and products.

The centre-line road marking has a slightly raised dotted profile marking which gives improved visibility, especially during wet nights in comparison to other road marking products.

The dotted profile on the road marking enables the marking to stand above sitting water to ensure retro-reflection is maintained for drivers. It also produces a slight noise when passed over, which can further increase safety. Its surface material has a longer life expectancy compared to previous road marking products and also uses 73% less carbon.

The road surface itself has been retextured using shot blasting to improve the skid resistance. Retexturing the worn surface is vastly cheaper than resurfacing it and is significantly quicker and more environmentally friendly with a much lower carbon footprint.

Waste material is captured by the resurfacing vehicle, taken back to a depot and then sent away for processing before being used to help build new roads.

## High hedge complaints

Planting a hedge can be an ideal garden boundary but the wrong hedge may cause problems if it is not regularly maintained.

High Hedges are dealt with under Part 8 of the Anti-social Behaviour Act 2003. The Government has published guidance on how to **settle your hedge differences without involving the local authority**.

**[Read Over the Garden Hedge on the Gov.uk website before you complain to the Council.](#)**

Provided you have tried and exhausted all other avenues for resolving your hedge dispute, you are now able to make a formal complaint about a neighbour's evergreen hedge to your local authority.

**[Read High Hedges Complaining to the Council on the Gov.uk website before you contact us.](#)**

If you are unable to resolve a high hedge issue please:

- Ensure you **[read the High Hedge Complaint Form Guidance Notes](#)**
- **[Pay the £400 fee for a High Hedge Complaint online](#)**
- Scan and **[email your High Hedge Complaint to us at \[planning@northumberland.gov.uk\]\(mailto:planning@northumberland.gov.uk\)](#)**

## Hedgerow removal notice

If you want to remove all or part of a protected countryside hedgerow you must give the Council 42 days written notice. Work must not start within this period. You could get an unlimited fine if you break these rules.

A hedgerow is protected, meaning you cannot remove it if it meets the **[criteria for hedgerow length, location and 'importance' listed on gov.uk.](#)**

- The criteria explains that a hedgerow is protected if it's on or next to a protected European site, site of special scientific interest and local nature reserve. You can **[view these layers on our interactive Northumberland planning constraints map.](#)**
- If the hedgerow is within the National Park your application should be submitted directly to the **[Northumberland National Park Authority.](#)**

Apply to remove a countryside hedgerow

**[View a checklist of what to include with your hedgerow removal notice](#)**

**[Submit a hedgerow removal notice on the Planning Portal](#)**

## Cost

There is no planning fee to submit a hedgerow removal notice. When you make your application online via the Planning Portal they will not apply a service charge as this type of notice is exempt.

## What happens next

As soon as we receive your notice we will check it. If your submission is missing information or is incorrect we will send you an invalid/return letter explaining why. If your submission is valid (includes everything we require) we will send you an acknowledgement letter with a decision target date. If you do not receive this within 10 days of submission please contact us to check we have received it.

We have 42 days to respond to your written notice to remove a hedgerow. You are entitled to remove the hedgerow if you do not hear back from us within the 42 day period. We will issue either: a hedgerow retention notice (if the hedge is protected and must be kept) or a written notice giving permission to remove it in the way you have proposed.

All communications will go to the agent named on the application form. If you do not name an agent we will communicate with the applicant. If you do not state an email address we will respond by post. Please check emails (and your spam folder) regularly and respond as soon as possible to avoid delay.

## Further information

- [Read the rules for removing countryside hedgerows on gov.uk](#)
- [Read part 2 of schedule 1 of the Hedgerow Regulations 1997](#)
- [Report unauthorised works to trees \(a breach of planning control\) online](#)

## Trees in conservation areas

Trees in a conservation area that are not already protected by a Tree Preservation Order or TPO are still protected by legislation. If works are carried out without giving notice or you deliberately damage or destroy a tree you could be prosecuted and fined up to £20,000

### Works to trees

If you want to cut down, top, lop (cut off a branch, limb or twig) or uproot a tree in a conservation area you must give us six weeks' notice. Work must not start within the six week period. Submitting notice of your intention to carry out work gives us chance to consider if it is acceptable and if an order should be made to protect the trees. You are not required to give notice for the following:

- works to a tree whose diameter does not exceed 75mm or 100mm if cutting down trees to improve the growth of other trees, e.g. thinning. Diameter must be measured over the bark of the tree at 1.5 metres above ground level and, where a tree has more than one stem at 1.5m each stem should be measured at that point
- works carried out by, or on behalf of us
- works necessary to implement a planning permission
- the necessary pruning of fruit trees for cultivation on a commercial basis
- if the tree needs urgent works to make it safe see 'works to dead or dangerous trees'

Find out how to [give notice for works to trees in a conservation area](#).

## Further information

- [Read the legislation governing tree protection on gov.uk](#)
- [Report unauthorised works to trees \(a breach of planning control\) online](#)