

# Shilbottle Parish Council

Minutes of a meeting of Shilbottle Parish Council held on  
**Wednesday 13 December 2023 at 18.30**  
**In The Haven Community Room**

## 1. **Public Speaking**

- 1.1. No public speaking.

## 2. **Welcome by Chair**

- 2.1. The Chair welcomed everyone in attendance.
- 2.2. This has been a busy month with Remembrance Sunday, School Christmas tree event and Alnwick Hospice fundraising. It has been good to work with our School and the Headmaster. Meeting also held with the church and blessing of the Christmas tree took place during which the schoolchildren sang beautifully. Cakes have been made with the School helping to raise £1,150 in conjunction with the Village Forum and the Parish Council. Children sang beautifully
- 2.3. The Chair has also begun an initiative to work with school council. Councillors are all welcomed to try and get children involved with elections of children and ideas put forward by the children so as to make them aware of how democracy works and the importance of elections and government decisions.

## 3. **Those Present**

- 3.1. Councillor C. Lewis, S. Elliott, G. Huggins, S. Robertson, Y. Douglas, S. Bailey and The Chair, Councillor Mrs Haddow, Clerk P. Burns. County Councillor T. Thorne.

## 4. **Apologies for Absence**

- 4.1. Received from Cllr's. B. Storey, E. Hood.
- 4.2. Cllr K. McCann did not attend

## 5. **Minutes of meeting held 08 November 2023**

- 5.1. The Minutes were presented for approval.
- 5.2. Minutes were discussed with update on various points raised at last meeting discussed.
- 5.3. Minutes proposed Cllr Huggins and seconded by Cllr Douglas. Unanimously approved.

## 6. **Matters arising for discussion**

- 6.1. Trouble with flooding on Grange Road and The Haven continues. Clerk requested road sweeping and this has been acknowledged by NCC to be carried out by NCC at the earliest.
- 6.2. Newsletter will be issued in the New Year
- 6.3. Cllr Robertson praised the installation of the new seats.

## 7. **Declaration of interest**

- 7.1. None.

## 8. Correspondence

- 8.1. NCC - Planning Consultation 23/04062/FUL 7 North Side Shilbottle - Proposed single storey rear extension.
- 8.2. NCC/ Ethos Environmental Planning - Northumberland Open Space Assessment - Town/Parish Council Survey.
- 8.3. NCC – Accounts – Incorrect VAT payment - Credit.
- 8.4. NCC - Planning Consultation 23/02459/FUL 4 Hawthorn Terrace Shilbottle – GRANTED
- 8.5. NCC - Planning Consultation 23/04218/FUL The Reading Room Shilbottle - Change of use to create one single bed dwelling with minor internal and external alterations
- 8.6. Storey& Son – Fence at Widows Row - Clerk to obtain cost for repair.
- 8.7. NCC - Response to Cemetery Question raised at North LAC.
- 8.8. NCC - Planning Consultation 22/00741/FUL Land South Of Grange Road Grange Road Shilbottle – GRANTED.
- 8.9. Healthwatch Northumberland /Adapt NE - free resource for Northumberland residents around cost of living support.
- 8.10. NCC – Play park Road signs update
- 8.11. Northumbria Police – Monthly report

## 9. Finance (for Nov 2023)

### Outgoings

Storey and Son Landscape	Service Level Agreement	£1,290.00
Greaves Grindle Chartered	PAYE Bureau	£60.00
NCC	Service Level Agreement	£4,616.40*
NALC	Training	£30.00
SPC Clerk	Inks	£9.99
G Lyons	Remembrance	£50.00
Northumberland Hospice	Donation	£200.00
Kidd Garden Design	Play Area Maintenance	£120.00
SPC Clerk	Wages	£715.00

### Incomings

NCC	SLA (VAT refund error)	£769.40*
-----	------------------------	----------

(NB: \*NCC VAT charge error)

- 9.1. Clerk has attended NALC training course for VAT126 process 12 December. This was most enlightening.
- 9.2. Finance report including AGAR auditor comments was presented by the Clerk. AGAR had only one minor recommendation relating to internal auditor. This will be addressed for the next internal audit. The audit output was proffered to the councillors for acceptance as well as the monthly report, Proposed by Cllr Robertson, seconded by Cllr Lewis and unanimously agreed.
- 9.3. Finance Comte. to undertake precept budget review. Meeting to be held at 5 o'clock 10 Jan 2024 ahead of monthly meeting.

**10. Planning** – Clerk advised the following feedback over past month:

- 10.1. Planning Consultation 23/04062/FUL 7 North Side Shilbottle - Proposed single storey rear extension.
- 10.2. Planning Consultation 23/02459/FUL 4 Hawthorn Terrace Shilbottle – GRANTED
- 10.3. Planning Consultation 23/04218/FUL The Reading Room Shilbottle - Change of use to create one single bed dwelling with minor internal and external alterations
- 10.4. Planning Consultation 22/00741/FUL Land South Of Grange Road Grange Road Shilbottle – GRANTED.

**11. Feedback on play areas** - Councillors Huggins/Bailey

- 11.1. Skateboard park risk assessment. Mr. Kidd is not qualified for skateboard park assessment but suggests contacting RoSPA. Skateboard park is part of Welfare and not Parish Council asset therefore will need to be highlighted at next Welfare meeting.
- 11.2. Litter bin in Widows Row needs to be secured.
- 11.3. Hedging at Welfare to be cut back. Clerk advised already discussed with our contractor
- 11.4. Roundabout steps to be replaced in due course.
- 11.5. Matting under rota bouncer to be replaced. Contractor to be contacted to provide quotation.

**12. Liaison with NCC** - Cllr Lewis on liaison with County Councillor Thorne

This section was led by Cllr Thorne providing feedback on various updates within NCC.

- 12.1. Cllr Haddow expressed concern about The Haven where a property has been sold and therefore is now no longer available for senior citizens use.
- 12.2. Cllr Thorne reported final phase of St Georges' Hospital site at Morpeth 3<sup>rd</sup> of 3 phases to be completed. Final phase will have an 84-bed care facility. Apartments/flats built with older people in mind. NCC with Carbon Homes to build this facility. Available for whole of county for people in need with specific issues e.g. dementia, etc. Will also be a café, hairdresser and other facilities.

- 12.3. Pre application discussion project on behalf of Dept of Education and NCC for provision of new college at Ashington. Existing college is not fit for purpose. This is part of a Central government/DoE initiative. Wansbeck business park site is to be considered for location. A quality build is to be carried out with facilities for engineering, hospitality et al.
13. **Liaison with Police** - Councillors Douglas, Hood.
- 13.1. A monthly report has been issued by our local PCSO on the local situation.
14. **Bus Shelters** - Councillor Storey.
- 14.1. Cllr Haddow has asked Storey& Son to provide cost for cleaning Bus Stop at the church. Clerk has verbally requested costing and to follow up.
15. **Dog fouling/Litter** - Update by all Councillors for designated areas
- 15.1. Lee Ave is becoming an issue with dog fouling because of the dark nights where owners are no picking up.
16. **NCC Housing and Public Protection (NCCH&PP)**- Councillors Hood, Bailey
- 16.1. Blackthorn Way and The Haven properties are being sold although assigned as affordable rented properties. NCCH&PP are not prepared to advise policy despite being asked. Can Cllr Thorne request a meeting with NCCH&PP to discuss policy? Cllr Thorne took an action to do this.
17. **Environment & Sustainability** - Councillor McCann
- 17.1. Cllr Haddow has highlighted issues with Grange Road flooding and issue with Farriers Rise manhole cover being “blown off” during heavy rain.
- 17.2. Funding for Vehicle Activated Signs – Cllr Thorne was requested to investigate funding out of the allocation provided to NCC by The Northumberland Estates as part of the Grange Road development project since The Northumberland Estates have advised in correspondence only funding available has/will be provided directly to NCC.
18. **Planning for Christmas** - Councillor Mrs Haddow
- 18.1. The Christmas tree lights and decorations were installed by The Chair, Clerk and two volunteers in the Memorial Garden.
19. **Local Area Comte request** - Councillor Mrs Haddow
- 19.1. Written reply from Paul Jones (NCC) from question raised by Cllr Haddow on cemetery funding at the Bamburgh Local Area Comte. A formal response back to NCC will be undertaken in January 2024.
- 19.2. .
20. **Liaising with School and Church** - Councillor Mrs Haddow
- 20.1. See above comments in section 2.2 and 2.3 above.
- This concluded all items on the Agenda.
21. **Hospice Fundraising** - Councillor Mrs Haddow
- 21.1. See above comments in section 2.2 above.

**22. Further items at discretion of the Chair**

- 22.1. General comments raised on roadside drains in the village and those between Shilbottle and Hampeth which have become overgrown with vegetation and reducing effectiveness of said drains.
- 22.2. No further comments from attendees.

**23. Date of next meeting:**

The date of the next meeting is Wednesday 10 January 2024 at 18:30 in The Haven Community Room

- 23.1. Meeting ended 19:30