

# Shilbottle Parish Council

Minutes of a meeting of Shilbottle Parish Council held on  
**Wednesday 14 February 2024 at 18.30**  
**In The Haven Community Room**

## 1. Public Speaking

- 1.1. There was no public speaking.

## 2. Welcome by Chair

- 2.1. Councillor (Cllr) Lewis welcomed all the attendees and registered the apologies for the Chair who is currently poorly.

## 3. Those Present

- 3.1. Councillor G. Huggins, S. Elliott, S. Robertson, Y. Douglas, S. Bailey and The Chair for the evening Cllr C. Lewis, Clerk P. Burns.

## 4. Apologies for Absence

- 4.1. Received from Cllr. E. Hood, K. McCann, and Chair Councillor Mrs Haddow.
- 4.2. Cllr B. Storey as well as County Councillor T. Thorne did not attend.

## 5. Minutes of meeting held 10 January 2024

- 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 Bailey. Unanimously approved.

## 6. Matters arising for discussion

- 6.1. We have received numbers of Band D properties in the Parish from Northumberland County Council (NCC). There are 113 Band D properties identified
- 6.2. Clerk can advise that the next full County council Meeting is to be held on Wednesday, 21st February, 2024 2.00 pm at Council Chamber - County Hall.

## 7. Declaration of interest

- 7.1. None.

## 8. Correspondence

- 8.1. NCC - Electric vehicle Charge Point at Shilbottle through Local Electric Vehicle Infrastructure (LEVI) funding Has there been any consultation concerned about this and not a good choice. Clerk to respond to NCC asking for evidence of resident participation in the choice.
- 8.2. Resident – 2 items - Shilbottle Welfare Field and Multi Use Games Area (MUGA). Clerk asked to request attendance at 1800 for next meeting to discuss way forward
- 8.3. NCC – Request for information Band D properties.
- 8.4. Northumbria Police – Rural Engagement.

- 8.5. Northumberland Association of Local Councils (NALC) - Kings Garden Party 2024
- 8.6. NCC - Household DIY waste changes in Northumberland
- 8.7. Living Woods – Room hire question
- 8.8. NCC - Planning Consultation 23/04601/FUL 22 Hawthorn Terrace
- 8.9. Northumbria Police – Crime Number - Vandalism - Shilbottle Play Park - Widows Row
- 8.10. NCC – Town & Parish Councils Conference 14 March 2024
- 8.11. The Northumberland Estates (TNE) – update on Grange Road development

## 9. Finance (for Jan 2024)

### OUTGOINGS

Storey and Son Landscape Gardening	Service Level Agreement	£240.00
SPC Chair	Software licence	£59.99
SPC Chair	Inks	£9.99
SW Elliott Molecatcher	Cemetery Repair	£60.00
SPC Clerk	Expenses (Q3 FY2023/24)	£218.21

### INCOMINGS

HMRC	VAT126 (FY2022/23)	£2831.18
SPC Clerk	Cemetery Fees (Receipt Nos 20 & 21)	£800.00
Shilbottle Village Forum	Donation (Receipt No 19)	£500.00

- 9.1. Finance for month. Proposed Cllr Robertson, seconded Cllr Huggins. Accepted unanimously
- 9.2. Value Added Tax (VAT) Update
  - 9.2.1. Financial Year (FY) 2022/23 has been submitted and His Majesty's Revenue and Customs (HMRC) have credited our account. Clerk asked permission to include this in January 2024 incomings since bank statement confirming credit arrived after publishing of February Agenda. Proposed Cllr Huggins, seconded Cllr Bailey. Accepted by majority.
  - 9.2.2. FY2021/2022 has been submitted to HMRC. We await HMRC response.
- 9.3. Tender for Service Level Agreement (SLA) 2024/25
  - 9.3.1. This has been issued to 3 potential contractors and also posted on our website should other contractors show interest. Returns required by 08 March 2024.

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

- 10.1. Planning Consultation 23/04601/FUL 22 Hawthorn Terrace, Demolition of single storey rear extension; Construction of two storey rear extension; Installation of roof mounted photo voltaic panels. Permission GRANTED (06 February 2024)

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

- 11.1. Cllr Robertson confirmed Welfare Field sign was torn down on Tuesday evening 30 January as in place earlier that day but found vandalised early following day.
- 11.2. Need to undertake repairs on those identified areas where attention is required. Clerk to investigate who is able to undertake such work and holding relevant certification to undertake such repairs.

**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. Nothing to report.

**13. Liaison with Police - Councillors Douglas, Hood.**

- 13.1. Clerk in contact with Police on vandalism in play park awaiting Crime Numbers allocation.

**14. Bus Shelters - Councillor Storey.**

- 14.1. Nothing to report this month.

**15. Dog fouling/Litter - Update by all Councillors for designated areas**

- 15.1. Nothing specific to report this month but generally situation is currently considered to be good.

**16. NCC Housing and Public Protection - Councillors Hood, Bailey**

- 16.1. Nothing to report this month.

**17. Environment & Sustainability - Councillor McCann**

- 17.1. Nothing to report this month.

**18. Liaising with School and Church - Councillor Mrs Haddow**

- 18.1. Nothing to report this month.

This concluded all items on the Agenda.

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

- 19.1. Vandalism.
  - 19.1.1. Two signs at the Widows Row and Welfare playparks vandalised and reported to Police. Councillors considering repair to be covered on insurance. Clerk to collate evidence (including Crime Numbers) for submission to insurance company should this route be taken. Course of action to be discussed at next meeting.
- 19.2. Parking on Grange Road

19.2.1. Clerk requested to contact Highways to organise a walkdown to observe the situation as it currently stands ahead of Grange Road development works beginning.

19.3. Construction end of March and Marketing from summer first houses 2025

19.4. Potholes. Northside, et al - Councillors are to provide photos to Clerk and Clerk will upload to FixMyStreets website for repair request.

19.5. No further comments from attendees.

20. **Date of next meeting:**

The date of the next meeting is Wednesday 13 March 2024 at 18:30 in The Haven Community Room

20.1. Meeting ended 19:25

20.2. Cllr Huggins recorded his apologies for next meeting in March 2024