

**MEETING OF CRASTER PARISH COUNCIL**  
**Thursday 17<sup>th</sup> July 2025 – 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 17<sup>th</sup> July 2025 at 6:30pm** to transact the following business:

- 1. Welcome and apologies for absence**
- 2. Declarations of interest**
- 3. Confirmation of the minutes for the annual meeting held on 27<sup>th</sup> May 2025**
- 4. Matters arising**
- 5. Discussion with Mr Robin McCartney, NCC Highways Infrastructure Manager, on the new entrance scheme to Craster village.**
- 6. Public participation**
- 7. Correspondence received to the Parish Council – coastal footpath, application 2500759/FUL and overgrown vegetation obstructing footpaths.**
- 8. Report by County Councillor Wendy Pattison**
- 9. Report from Embleton Joint Burial Committee representative**
- 10. Report from Craster Community Trust representative**
- 11. Report by Councillor R Cornall on the path between Craster and Embleton – report included.**
- 12. To consider the Minister's response to our MP on holiday let Use Classes**
- 13. Supporting Craster Lifeboat Day 2025**
- 14. Website/ .gov.uk email account update**
- 15. Planning matters:**
  - APP/P2935/W/25/3367376** – appeal against refusal of application for the construction of two holiday lets (Sui Generis) with associated landscaping on Land North and East of Dunstan House Dunstan Northumberland
  - Update on 25/01691/FUL** | Proposed front porch; install solar PV and dormer extension to front roof elevation; mansard extension to rear roof elevation to facilitate conversion of existing roof space; alterations to front garden area to form driveway / off road parking | 14 South Acres Craster Northumberland NE66 3TN
  - Update on 25/01675/FUL** | A small single-story extension to the rear with flat roof and roof lights, single story extension replacing the porch to the front elevation, two dormer windows to front and rear roof elevations as well as additional velux windows | 14 Whin Hill Craster Northumberland NE66 3TP
  - Update on 24/04252/FUL** | Change of use of existing agricultural building from grain store to livestock building. (additional information received 13.03.2025) | Land North West of Dunstan Steads Farm Embleton Northumberland
- 16. Items for next Agenda**
- 17. Date and time of next meeting**

18<sup>th</sup> September 2025 – 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 THE ANNUAL MEETING OF CRASTER PARISH COUNCIL**  
**Tuesday 27th May 2025 – 6:30pm in Craster Memorial Hall**

**Councillors present:**

**Chair:** Martin Smith

**Parish Council members:** Margaret Brooks, Derek Moss, Allan Gregory, Ann Fettis, Michael Robson, Marjory Taylor, Iain Brown, Sophie Heslop and Robert Cornall.

**Also present:** Adam Shanley (Parish Clerk), County Councillor Wendy Pattison and 5 members of the public

**1. Election of Chair**

Councillor Martin Smith was unanimously elected Chair of the Parish Council. Proposed by Councillor M Brooks and seconded by Councillor A Fettis. The Chair read aloud and signed the Declaration of Acceptance of Office.

**2. Election of Vice-Chair**

Councillor Margaret Brooks was unanimously elected as Vice-Chair. Proposed by Councillor M Smith and seconded by Councillor A Fettis.

**3. Welcome and apologies for absence**

The Chair welcomed all attendees. There were no formal apologies received, though the absence of some former councillors following the May elections was noted.

**4. Co-option of Parish Councillors**

The Chair introduced the five applicants for co-option: Mr Michael Robson, Mrs Marjory Taylor, Ms Sophie Heslop, Mr Robert Cornall and Mr John Young. Each candidate addressed the meeting and gave a brief statement outlining their background and reasons for applying.

Following a vote by ballot, the following four candidates were co-opted, each receiving the required number of votes:

- Michael Robson
- Marjory Taylor
- Sophie Heslop
- Robert Cornall

Mr John Young received fewer than the required number of votes and was not co-opted. The Chair thanked Mr Young for his interest in joining the Parish Council and also welcomed the newly co-opted Members to the Council.

**5. Declarations of interest**

The Clerk reminded Members of the importance of declaring an interest in any item on the Agenda and also advised that this was solely the responsibility of each Member to declare such interests.

Councillor Iain Brown declared an interest in application 24/04252/FUL and duly left the room, taking no part in the discussion or vote on this item, as and when it was discussed.

**6. Confirmation of the minutes for the meeting held on 20th March 2025**

The minutes of the meeting held on 20<sup>th</sup> March 2025 were **agreed** as a true and accurate record of proceedings.

**7. Matters arising**

It was noted that fundraising for the playground had so far raised £1,154, with a target of around £4,000 remaining. Additional contributions would be welcomed and recorded at the next meeting.

## **8. Public participation**

A resident suggested that "correspondence received" over the preceding month may be a useful item on the Agenda, in order to ensure that a resident's correspondence and their issues were fully acknowledged and considered by the Parish Council. The Council agreed with this and agreed to include this in the Agenda going forward.

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

Councillor Pattison gave a verbal report on local matters. She confirmed her continued support for improving the entrance to the village and would assist with communications to the County Council as necessary.

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

Councillors M Brooks and D Moss were appointed to represent Craster Parish Council on the Embleton Joint Burial Committee.

Councillor Brooks reported that a meeting of the Committee was being planned in the coming weeks.

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

Councillor Martin Smith was nominated and appointed to represent the Parish Council on the Craster Community Trust.

The Trust's representative highlighted upcoming fundraising events, including one on 17<sup>th</sup> August, with all proceeds going toward the playground. Praise was given for the community effort involved in the VE Day commemorations.

## **12. Annual Governance and Accountability Return for 2024/25**

Members reviewed the AGAR documentation and unanimously agreed the following:

- i. To accept the Internal Audit Report 2024/25
- ii. To approve the Annual Governance Statement 2024/25
- iii. To approve the Draft Annual Accounts 2024/25
- iv. To approve the Accounting Statement and Explanation of Variances 2024/25
- v. To approve the Certificate of Exemption 2024/25

Thanks were extended to the Clerk for preparing the documentation.

## **13. Consideration of the new entrance to Craster Village**

Members expressed dissatisfaction with the effectiveness of the newly installed entrance layout. Concerns were raised regarding the lack of visual impact of red surfacing, the inadequate and poorly positioned signage as well as public safety, pedestrian access and visitor confusion.

It was **agreed** that the Council should contact NCC and make the following requests:

- 1. Removal of the stones running most of the length of West End** – whilst the Parish Council understood the intention to deter parking along this road, the Parish Council is delighted that this road is double-yellow lined and has not experienced problems of vehicles parking up at this location. Moreover, the stones being in situ at present are making it difficult for the Parish Council's contractor to cut this grass. The Parish Council is keen to keep the grass nicely trimmed and therefore would appreciate the removal of these stones as soon as possible please.
- 2. Removal of the bird's mouth pedestrian fence coming out of the quarry car park** the Parish Council entirely understood the intention of wishing to encourage pedestrians leaving the quarry car park to use the formal footpath on the other side of the road. However, the two-way pedestrian foot traffic and narrow width of this footpath is resulting in pedestrians continuing to walk in the middle of the road. This fence is deterring use of the informal grass path on the car park side of the road. The Parish Council confirmed that they are happy to maintain this path to allow pedestrians to use this but will require the fence to be removed.
- 3. Installation of a new road sign clearly directing visitors to the quarry car park** – the Parish Council **agreed** that the existing signage fails to give visitors a clear enough message to use the car park. The Parish Council wants to see more usage of the car park to both protect the village from being overrun with displaced vehicles and at the same time increase parking income for the Council. The Parish Council felt that the sign from Holy Island would be a good addition to the right-hand side of the entrance (thereby within the line of sight for drivers). As an interim measure, the Parish Council also **agreed** to erect a temporary advisory sign for drivers to assist in increased use of the car park.
- 4. Seeding of the grass verge** – the Parish Council has previously **agreed** to assume responsibility for maintaining the new grass verges to the entrance of the car park. The Parish Council confirmed it is happy to do this although it was noted that the verge to the left of the entrance appears not to have been seeded and is now heavily covered in weeds. It was agreed that the Parish Council should request this be cleared and re-seeded.

#### **14. Proposal on the telephone and broadband service to the Hall**

Members were reminded that the Parish Council currently funds the phone and broadband to the Hall and has done for a number of years now.

Following agreement by the Parish Council in 2024, we made a specific request to BT for the copper line telephone service to be reinstated and retained in the Hall and this is in contract until June 2026. At the time, we received a time-limited free rental as a gesture of goodwill following a complaint as BT cut us off unexpectedly and the Parish Council wanted this reinstated.

The argument in favour of retaining the copper line was primarily centred around being able to make an emergency call in the event of a power-cut from the Hall. BT is not able to offer us a copper line/ broadband package.

Following the end of the time-limited free service, the Parish Council has been receiving higher bills and this aspect of the service is presently costing us £45.20/ month for – on average –

one phone call per month. We have monitored the usage of this line over a period of approx. 6 months.

The Clerk advised that the Parish Council has an additional contract for broadband (including a digital phone line) for £36.51 per month and this runs until May 2026 (total cost of £438.12). This has a guaranteed minimum broadband speed of 64Mbps.

The Clerk advised that if the Parish Council were to cancel the copper line today, this would instigate an early termination charge of £282.54 as opposed to (14 x £45.20 =) £632.80. A difference of £350.26.

The Clerk also highlighted that the Council could also cancel the digital phone line and broadband for an early repayment charge of £525.49 (the discount applied would be removed in the event of an early termination hence the higher amount).

If the Parish Council were minded to cancel both lines this would incur a one-off early termination charge of charge of £808.03. As the Parish Council received a time-limited free rental as a gesture of goodwill at the beginning of the contract, BT is now willing to reduce or waive this early termination charge.

In light of these higher charges, the phone usage within the Hall and other products now available on the market, the Parish Council is recommended to review these contracts. The Clerk advised that he has engaged with the Trust on the matter of the copper line and they agree that this is not producing value-for-money. With the phone mast now in place in Craster, all mobile network operators allow customers to dial 999 from any mast in the UK.

Alncom is not able to support the Parish Council with any early termination fees, however, because this relates to an account for a village hall, Alncom is able to provide a free-of-charge broadband service to the Hall and, from next month, a telephone service costing £10-15 per month. Based on the Government scheme, it is likely that the free-of-charge broadband service for community halls will be in place for the foreseeable future.

Alncom can install the new broadband service within one week and can guarantee a minimum broadband speed of 125Mbps.

Members were presented with a number of options and unanimously **agreed** to go ahead on the basis of option 2 as follows:

**Option 2:** pay the early repayment charge for the copper line contract only at £282.54 and continue the BT phone and broadband service at £36.51/ month until the end of the existing contract. A total saving from the existing contracts of £350.26. Following the end of this contract, the Council can look to Alncom for their services. **£720.66**

## **15. Update on securing the mobile phone mast**

The Clerk advised that he had been continuing engagement with Atlas and iNorthumberland on securing EE and Vodafone for the mobile mast and the effort to gain their involvement in this project continues. The Clerk suggested that the Parish Council may wish to host a visit of local representatives from both companies to talk this through with them and this was **agreed** by Members.

## **16. Planning matters:**

**25/01691/FUL** | Proposed front porch; install solar PV and dormer extension to front roof elevation; mansard extension to rear roof elevation to facilitate conversion of existing roof space; alterations to front garden area to form driveway / off road parking | 14 South Acres Craster Northumberland NE66 3TN. It was **agreed** to object to this application.

**25/01675/FUL** | A small single-story extension to the rear with flat roof and roof lights, single story extension replacing the porch to the front elevation, two dormer windows to front and rear roof elevations as well as additional velux windows | 14 Whin Hill Craster Northumberland NE66 3TP. It was **agreed** to object to this application.

**Update on 25/00759/FUL** | The addition of a balcony across the larger first floor glazed area | Seahaven 37 Dunstanburgh Road Craster Northumberland NE66 3TT. Members **noted** that this application had now been approved, in spite of the Parish Council's objection to this proposal.

**Update on 24/04252/FUL** | Change of use of existing agricultural building from grain store to livestock building. (additional information received 13.03.2025) | Land North West of Dunstan Steads Farm Embleton Northumberland. It was **agreed** that the Parish Council should maintain its objection to this proposal and await further information from the applicant, as requested by NCC's Ecologist.

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

The Chair reminded Members to contact the Parish Clerk should they wish to have an item of business included on next month's Agenda.

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

17<sup>th</sup> July 2025 – 6:30pm in Craster Memorial Hall.

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

Signed,

**Chair of Craster Parish Council**  
**17<sup>th</sup> July 2025**

# 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**

## On street EV cross-pavement application INFORMATION

How to request a channel to be installed under the pavement outside your house to allow safe electric vehicle charging of your vehicle on the roadside.



### **Safely charge your electric vehicle from the roadside**

The council recognises the benefits of EV's, particularly in relation to:

- air quality
- reducing carbon emissions
- the associated benefits to public health

We are receiving more requests from residents without driveways or off-road parking seeking permission to charge their EVs safely. If you require this service.

The council is prepared to construct a channel allowing a charging cable to be safely run over or across the footway between your property and the road on the following understanding:

1. the council will provide you with a written installation quotation for the cost of installing the required channel in the footway
2. if you accept the quote and pay the required sum to the council, we will then carry out the necessary works

3. once the works have been completed, you will be granted a formal consent under Section 178 of the Highways Act 1980 to use that channel for the charging cable

[Read the on street EV charging guidance for residents](#) (PDF)

## [Applying for an EV Charger cross pavement channel](#)

This will take you to fix my street.

Enter your post code, then select your property location on the map that appears or

Telephone: [0345 600 6400](tel:03456006400)

### Further Guidance

#### **Parking your electric vehicle for charging**

At all times cars must be parked to comply with any existing on-street parking restrictions and the Highway Code. Vehicles must be parked as close to the property as possible to reduce unnecessary lengths of cable being placed on the footpath. Cars must not be parked on the footpath.

If you are unable to park your vehicle directly outside your property, and an additional length of cable is required, you should run the cable from your property into the carriageway channel and safely run it alongside the kerb. Care must be taken to prevent the cable from being tangled with other vehicles, bicycles and street furniture.

The maximum recommended distance from the point where the charging cable leaves your property is 10 metres or approximately 2 car lengths.

Under no circumstances will the charging cable be permitted to cross the carriageway. Therefore, your car must be parked on the same side of the road as your property.

#### **Charging your electric vehicle**

At all times refer to your manufacturers handbook for charging your vehicle and follow their guidance. If you have to use an extension lead to charge your vehicle it must be suitable for external use and all instructions must be followed. If in doubt, please consult with a qualified electrician.

When placing cables on the footpath they should be laid flat and must never be extended from an upper storey to a vehicle, nor should they be hung from or attached to any street furniture including lamp columns, bollards, benches and trees.

Cable should be removed immediately from the footway once a vehicle is charged.

It is the resident's responsibility to ensure that the cable and installed channel does not cause a danger or a nuisance to the public, or limit access for pedestrians with disabilities.

## **A magical summer of books and nature awaits**

Children can enjoy a world of fun, imagination, books and discovery in the great outdoors this summer by taking part in Northumberland County Council Library Service's Summer Reading Challenge.

This year's theme, "Story Garden – Adventures in Nature and the Great Outdoors" celebrates the connection between storytelling and the natural world.

The challenge, which launches on July 5, invites families with children aged 4 to 11 to visit local libraries to discover new stories and enjoy nature-inspired activities.

Organised nationally by The Reading Agency, the Summer Reading Challenge is in its 26th year and is one of the UK's largest reading initiatives for children.

To take part children sign up to read six books during the summer holidays, they receive a challenge pack, incentive stickers along the way, and a medal and certificate when they complete the challenge.

Cllr Wendy Pattison, Northumberland County Council Cabinet Member and Portfolio Holder for Culture, Leisure and Tourism, said: "All our library branches are gearing up to deliver a summer of Story Garden activity.

"The project aims to inspire reading for pleasure and stop children from losing the momentum of reading during the holidays to avoid a dip in ability.

"The team will work with community partners, including Alnwick Gardens, to create fun activities in outdoor spaces such as community gardens and parks.

"There'll be planting, programming, treasure-hunting and storytelling in many locations across the county - including pop-up events in the west using a cargo bike.

"Statistics show only 1 in 3 children enjoy reading and the Summer Reading Challenge is proven to turn reluctant readers into enthusiastic ones, with the vast majority of participants going on to read for enjoyment every week after taking part.

"This is a brilliant way to spark a love of reading while encouraging young minds to explore nature and creativity. We can't wait to see our libraries transformed into Story Gardens this summer!"

Youngsters can pop into libraries to collect an activity pack and borrow books from the official Story Garden collection which includes fiction, non-fiction, poetry, and graphic novels - with dyslexia-friendly options ensuring accessibility for all.

Northumberland's programme also includes events with authors Robin Simpson and Jodie James, Berwick 'storyteller-in-residence', Chris Adrianese and Britain's Got Talent semi-finalist drag artist, Mama G.

Karen Napier, CEO of The Reading Agency, highlighted the Challenge's broader impact: "The Summer Reading Challenge continues to be a bright light in what has recently been an uncertain picture of children's reading.

"Story Garden will create magical spaces where children can explore and be curious, combining the joy of reading with the wellbeing benefits of connecting with nature.

"We're particularly excited to be working with Dapo Adeola, whose vibrant artwork brings to life the creatures, stories, and outdoor adventures waiting to be discovered."

\*Events will be bookable via Eventbrite from July 1. To find out more visit your local library or online at [mylibrary.co.uk](http://mylibrary.co.uk) or [www.summerreadingchallenge.org.uk](http://www.summerreadingchallenge.org.uk)

## High hedge complaints

If you have been unable to resolve a high hedge dispute with your neighbour you can request that we look into your complaint under Part 8 of the Anti-social Behaviour Act 2003. We charge £400 to investigate a high hedge complaint.

### Before approaching the council

Complaining to us should only be used as a last resort, the best way to deal with the issue is to talk to your neighbour. When making a formal complaint to us you will need to prove that you have taken steps to try and resolve the issue yourself, these are described in [Over the Garden Hedge on the Gov.uk website](#). Our role is not to mediate or negotiate between the complainant and the hedge owner but to decide whether the hedge is adversely affecting the complainant's reasonable enjoyment of their property. The Gov.uk website describes [what happens with high hedge complaints](#).

When we receive your complaint we will send you a letter with a reference number and an expected decision date. It will take time for us to get a statement from your neighbour and arrange to visit the site. There no deadline set by Government but we aim to deal with your complaint within 8 weeks. If you are worried because you have not heard anything, you can contact us to check progress.

All high hedge complaints are made available on our [Public Access Planning Register](#). Use the advanced search and pick High Hedge Complaint from the drop-down application type list to see examples of other complaints and outcomes.

## Residents warned of another Council Tax scam



Northumberland residents are being warned to be on their guard following another spate of Council Tax scams in the county.

The County Council's fraud team has been made aware of an email that is circulating claiming that the resident has fallen into council tax arrears. It asks the recipient to click on a link to check their payment status. Under no circumstances should you click on it as doing so could give the criminals access to your computer, or it may go on to ask for personal banking details to try and access your money.

The letter is polite and understanding in tone so it doesn't feel like a scam so please do remember that your bank, the council or any other official source, will never ask you to supply personal information such as passwords, PIN numbers or personal information and bank account details.

The letter reads: "Our records show an unpaid balance on your council tax account. This could be due to various reasons including bank processing times or missed payment deadlines.


'We understand that payments can sometimes be delayed through no fault of your own. However, we must request that you verify your payment status to ensure proper account maintenance.

Please take a moment to check. '

It then asks the reader to Proceed to Account Review by clicking on a link.  
The letter concludes: 'Timely resolution of this matter will help avoid any potential recovery actions. We appreciate your prompt attention to this notification.'

## ITEM 10: PATH ALONG THE PARISH BOUNDARY BETWEEN CRASTER AND EMBLETON



 <b>Northumberland</b> County Council Infrastructure Records, Local Services, County Hall, Morpeth, Northumberland, NE51 2EP Email: Alex.bell@northumberland.gov.uk	<b>Wildlife &amp; Countryside Act, 1981</b> <b>Public Rights of Way</b> ——— Claimed Public Right of Way		
	Former District(s): Alnwick	Parish(es): Embleton	Scale: 1:5,000
<small>© Crown copyright and database rights 2024 OS AC0000849738. You are granted a non-exclusive, royalty free, revocable license solely to view the Licensed Data for non-commercial purposes for the period during which Northumberland County Council makes it available. You are not permitted to copy, sub-license, distribute, sell or otherwise make available the Licensed Data to third parties in any form. Third party rights to enforce the terms of this license shall be reserved to OS.</small>	Def. Map No.: 50	O.S. Map: NU 22 SW	Date: June 2025

The path that runs along the fields to the South of Dunstan Steads marked in yellow has been in use by members of the public for many years (to my knowledge 25+ years and others have said in excess of 60 years). It is a through route and also a regular circular walk for local dog walkers.

It was blocked in late May 2025 by a locked gate where the red line is on the map. This means pedestrians coming down the footpath from Dunstan Hill caravan site now have to turn left at the new gate (on the officially recognised footpath) down to the road at Dunstan Steads and then along the road to the beach. This is obviously more dangerous for walkers (including children going from the caravan site to the beach) as more pedestrians are mixed with cars for longer. In the opposite direction people can still use the path in yellow but the gate is locked so they would have to retrace their steps, as there is no sign to say the path is now blocked, and again use the road route. Similarly, people coming down the concrete road from the farm at Dunstan Square (blue line) would often use this route and can no longer do so.

This has caused much upset from people living and holidaying at Dunstan Steads and I have been in touch with the caravan site manager at Dunstan Hill who has also said the people who stay there are concerned as this is the traditional route to the beach at Embleton Bay.

NCC have advised that this is not a recorded public right of way but there is a process whereby you can ask for it to be recognised as such if there is proof from 6 people that it has been in use for 20 years or more without restriction.

I am in the process of submitting this evidence and there is then a legal process to follow. I am making this report to ask if Craster Parish Council would be able to support that application.

I am not certain of who the land owner is for this path, but if the intention of the gate was to restrict vehicular access, I would think this is not necessary as there are locked gates on all

approaches to the path (marked with a black line) and also at Dunstan Square farm with pedestrian only access through side gates.

Robert Cornall