

Shilbottle Parish Council

Minutes of a meeting of Shilbottle Parish Council held on
Wednesday 16 July 2025 at 18.30
In The Haven Community Room

Public Speaking

- 1.1. There was no public speaking.

2. Welcome by Chair

- 2.1. The Chair welcomed all the attendees.
- 2.2. Cllr's Haddow and Thorne had a walk down last week at the Keyhole. Path is obstructed with brambles and other vegetation. A rat infestation has been highlighted by Cllr Thorne and this is being looked into by NCC. Two houses found empty. Three lived in and three empty Meeting to discuss with Andrew Howston is needed.
- 2.3. Cemetery path needs updated and needs to be repaired and overgrown hedges from allotments tidied to allow access. Cllr Thorne has arranged for Andrew Robson of Northumberland Estates will be visiting 12:00 this coming Friday at entrance to St James Church for a walkdown of the area.
- 2.4. Chair suggested that the PC get involved with the Youth Club particularly during the summer. Suggested that the Youth Club is given a sum to aid their activities. Youth club £300 donation was considered to be appropriate to aid the youth of the village in their activities, Proposed Cllr Mills and seconded by Cllr Douglas vote unanimous
- 2.5. Old red tractor in shed is now working. This has not been used to cut the field in many years and it is slowly deteriorating although currently is working Local fisherman had made an offer to buy this old tractor. The proposal was to Selling tractor. Proposed Cllr Douglas seconded Cllr Elliott, vote unanimous

3. Swearing in of co-opted members

- 3.1. Co-opted member Cllr H Mills was sworn in.

4. Those Present

- 4.1. Councillors Y. Douglas, S. Elliott, H Smith, J. Hallal, H. Mills, and The Chair Cllr Mrs Haddow. Clerk P. Burns and County Cllr Trevor Thorne.

5. Apologies for Absence

Councillors L. Smith, K. McCann.

6. Minutes of meeting held 14 June 2025

- 6.1. The Minutes were presented for approval.
- 6.2. Minutes were discussed with updates on various points raised since last meeting.
- 6.3. Minutes proposed Cllr Elloit and seconded by Cllr H. Smith. Unanimously approved.

7. Matters arising for discussion

- 7.1. Whittle Colliery proposed planning development has been advised by Newton on the Moor/Swarland and Felton Parish Councils. NCC have not advised of the impact this will have on Shilbottle. See Planning later in these minutes.
- 7.2. Pant at Farriers Rise located in Public Open Space converted into an allotment. See Planning later in these minutes.
- 7.3. Clerk requested NCC to advise what the schedule is for a road sweep within the village. It has been raised that in the front of St James Church is particularly an issue where sweeping is required.

8. Declaration of interest

- 8.1. None.

9. Correspondence

- 9.1. NALC - Website move
- 9.2. NALC (National) - Local Councils Explained
- 9.3. NCC S106 - Allotment at Public Open Space Farriers Rise
- 9.4. NALC – Training Finance for Councilors
- 9.5. Resident - Grass cutting entrance to village at Coquet View
- 9.6. NCC – Road sweeping in village focus on St James Church frontage.
- 9.7. NCC Planning Enforcement- Allotment at Public Open Space Farriers
- 9.8. NCC Leader of the Council – Corporate performance report
- 9.9. NCC Highways – Welfare hedge Grange Road
- 9.10. Northumbria Police – Monthly report
- 9.11. The Northumberland Estates – Allotment at Public Open Space Farriers Rise.
- 9.12. Resident – waste bin Tyelaw Meadows request

10. Finance (for June 2025)

OUTGOINGS

Storey and Son Landscape Gardening	Service Level Agreement	£2,522.50
Kidd Garden Design	Play Area Maintenance	£120.00
HP Instant Ink	Inks	£13.49
Lloyds Bank	Bank charges	£7.75
SPC Clerk	Wages	£735.00

INCOMINGS

NIL	£0.00
-----	-------

- 10.1. Finance for month of June 2025 was offered for acceptance. Proposed Cllr Elliott, seconded Cllr H. Smith. Accepted unanimously.

- 10.2. AGAR¹ has been successfully submitted to external auditors Forvis Mazars² following completion of internal audit by Greaves Grindle. No feedback to date other than acknowledgment of receipt.
- 10.3. The Clerk handed out to the meeting status of current account for Q1 25/26. This included a comparison of account status with the same period for Q1 24/25.
- 10.4. As there will be no meeting August 2025 cheques will need to be signed for regular expenses (e.g. grass cutting). The meeting was requested to approve this approach with Cllr Haddow, and Clerk as signatories. This was put to the meeting by the Chair. Proposed by Cllr Douglas, seconded Cllr Mills. Vote passed unanimously.
- 10.5. Any urgently required expenditure would need to be agreed via Finance committee route during the period of August should such an extraordinary event arise.

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

- 11.1. Planning Consultation 25/01332/FUL Whittle Colliery Hampeth – No feedback this past month.
- 11.2. Farriers Rise Development A/2001/0096 – Pant at St James Road/Farne Road– Section 106 Agreement.
Following Cllr Thorne and the Parish Council raising this with NCC, NCC Planning have instigated an Enforcement Case due to the change of use in land

While NCC were progressing this change in land use from their perspective on further investigation by the Chair following feedback from a village resident led her to contact The Northumberland Estates. This land has been confirmed by The Northumberland Estates to being “let” as an allotment despite the fact that they have no jurisdiction to this land having signed this over to the village as part of the Section 106 associated with the Farriers Rise development in June 2002.

Shilbottle Parish Council have asked The Northumberland Estates what gave them the authority to let land they have no responsibility for and secondly how they will arrange to rectify this situation returning it to its previous condition. Following several attempts requesting answers The Northumberland Estates have stated they will only discuss the matter with NCC.

Furthermore it is confirmed that the land was regularly maintained by Alnwick District Council up until its dissolution in April 2009 when NCC should have taken on the ongoing maintenance. NCC have said they have never maintained this land in contradiction to their responsibility in taking on the duties of Alnwick District Council. This is a failure in the takeover responsibilities of NCC from Alnwick District Council which needs to be rectified.

In conclusion NCC have confirmed they have failed to maintain the land for which they have responsibility and The Northumberland Estates have confirmed

¹ Annual Governance and Accountability Return

² Forvis Mazars LLP is the UK firm of Forvis Mazars Group and assigned as the external auditor by Smaller Authorities’ Audit Appointments

they have let land they have no jurisdiction over. Both these bodies have failed our community and our village. The Parish and our County Councillor intend to maintain pressure on both these parties to resolve the situation to the benefit of all residents

12. Feedback on play areas - Councillors Haddow, Hallal

- 12.1. Clerk advised the monthly inspection report has been updated with respect to Welfare Field signage warning drivers approaching entrance being now recognised as installed
- 12.2. Clerk has compiled photographs of the repair areas of equipment at Widows Row and requested a quotation for the repairs from play equipment supplier. They would not look to repair another manufacturers equipment. Need to look for alternative solution

13. Liaison with NCC County Councillor Thorne/ Councillor Haddow

- 13.1. Councillor Thorne attended earlier today and advised the following areas he is progressing.
 - 13.1.1. Speeding through Hampeth. Mr Snowden from NCC to undertake a speed survey in the near future to establish data on this issue.
 - 13.1.2. Consultation for Whittle Colliery development proposal to be undertaken following local parish council objections
 - 13.1.3. Inspection of "Keyhole" properties to upgrade and let to be carried out.

14. Liaison with Police - Councillors Douglas, H. Smith.

- 14.1. Report received this month from the Police and distributed to the meeting. No issues advised.

15. Bus Shelters - Councillor Elliott.

- 15.1. Someone is kindly sweeping the shelters. Councillors wished to thank the good will of one (or more) of our fellow villagers for this

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

- 16.1. Issue ongoing with walkers not picking up fouling.
- 16.2. Clerk has purchased replacement dog litter bin for Leatherland Road and has been delivered today. Arrangements to install to be initiated.

17. NCC Housing and Public Protection - Councillors Haddow and Hallal

- 17.1. Letting issues persist. See above

18. **Environment & Sustainability** - Councillor L. Smith
 - 18.1. No feedback this month.
19. **Liaising with School and Church** - Councillor McCann and Douglas
 - 19.1. New headmaster will take over from Mr Parnaby for the new upcoming school year.
20. **Liaising with Shilbottle Community Hall- Summer 2025**- Councillor Haddow
 - 20.1. See above Cllr Mrs Haddow to arrange to meet with to see Gill Bray in a few weeks.
21. **Training for Councillors on Standing Orders(in house)**- Councillor Haddow
 - 21.1. Standing Orders awareness training to be undertaken immediately ahead of next meeting. Allocate 30 minutes presentation.
22. **NALC Training (Finance for councillors)** Councillor Haddow
 - 22.1. Clerk to present an outline format of critical considerations based on NALC guidelines and date for presentation to be agreed at later meeting.
23. **Further items at discretion of the Chair**
 - 23.1. Road junctions unable to see Northside exit out of Widows Row.
 - 23.2. No additional comments from attendees.
24. **Date of next meeting:**
 - 24.1. The date of the next meeting is Wednesday 10 September 2025 at 18:30 in The Haven Community Room
 - 24.2. Meeting ended 19:25