

**Minutes of the Meeting held on Thursday 9th November 2017
in the Chatton Village Hall Chatton Commencing at 19.00**

Present: Chairman J Railton, Vice-Chairman M Strother
Parish Councillors: P Dodds, S Dodds, A Wrangham, S Coulson, T Faa-Thompson,
T Hume, H Prytherch, B Stimpson.
County Councillor A. Murray.
Clerk I Hunter

Public Question time: - None

Community Police: - No report

Apologies for Absence: Parish Councillors R Tebay, M Hunter & M Govett
County Councillor R Lawrie

Declaration of Interest: None

Request for Dispensation: None

Minutes- The Minutes of the Parish Council Meeting held on 14th September 2017 previously circulated were agreed and signed by the Chairman.

Min 1291- Parish Councillor Vacancy- The Chairman advised the meeting that Tony Cairns had resigned from the Parish Council due to his future relocation. The Clerk confirmed that the vacancy had been advertised and there have been no requests for an election, so the Parish Council can now make a co-option to the vacancy. Parish Councillors agreed to advertise the vacancy in the Chatton News.

Min 1292 (Min 1273) - The Neighbourhood Plan- Parish Councillors considered the previously circulated notes from the Steering Group. Parish Councillor A Wrangham, Chair of the Steering Group gave the following update:

- There is a need for a Project Manager
- The Steering Group have met with David English.
- There needs to be an understanding of what can and cannot be included in a Neighbourhood Plan as well as what it can influence.

Parish Councillor P Dodds, questioned the benefit of a Neighbourhood Plan saying it appears to be based on Chatton and planning applications should be considered as they arrive.

Parish Councillor S Coulson stated that a Neighbourhood Plan can protect green spaces and community assets.

Parish Councillor A Wrangham, stated a Neighbourhood Plan can be of benefit even if it does not get to referendum, as local information will be gathered. They are going outside Chatton, but there is currently a lack of time and expertise. She concluded by saying not to continue is a lost opportunity. There are grant funds available, and Parish Council funds could perhaps be used to pay for a Project Manager.

The Vice-Chairman stated the clarification of the situation is helpful, but there needs to be a clear focus and structure. However, he said that if the Neighbourhood Plan fails then the projects identified can still proceed.

The Chairman suggested there needs to be another Steering Group meeting, and an appeal for a Project Manager.

Parish Councillor T Hume asked the Steering Group to obtain a cost for employing a Project Manager. It was agreed Parish Councillor A Wrangham contact planning consultant J Ludman to see if she could give an indication of the cost involved.

Parish Councillors agreed to place an advert in Chatton News and the Berwick Advertiser, as well as distribute flyers appealing for a Project Manager. Parish Councillor A Wrangham to lead on this work, the Chairman and Parish Councillor B Stimpson to help. The Chairman proposed, and the Vice-Chairman seconded a budget of £100 to cover the advertising costs. This was agreed.

It was agreed a Neighbourhood Plan would be a starting point when considering planning applications, as in general it is binding. The Chairman stated there had been a Chatton Village Plan in the past, but obviously was not a legal document. Parish Councillor A Wrangham concluded by saying Northumberland County Council have said they will be able to supply more support to the Steering Group.

Min 1293 (Min 1275)- Speed reductions for Chatton- The Chairman queried the situation of the Parish Council purchasing and erecting the additional signs. Parish Councillors replied that at the September meeting it was agreed that if the Parish Council purchase and erect the signs, they need to insure the signs, and they will be liable for them. However, they had agreed to make a donation to the Speed Watch Group, but asked the group to make contact with Northumberland County Council about putting the signs on lamp posts, etc. The Chairman stated that the Speed Watch Group have raised concerns with him about how this has been dealt with. Parish Councillors raised concerns that the Chairman had received the information personally and all Parish Councillors do not access to the details contained with the e-mails so could not take an informed decision. It was agreed the Chairman could speak to the Speed Watch Group about the situation and Parish Councillors would be updated. The Chairman stated that the current speed watch signage needs to be replaced. Parish Councillors suggested the Speed Watch Group contact the police and Northumberland County Council asking for the signs to be replaced, stating it would be an advantage if the signs were larger.

Min 1294- Financial Statement

- Bank Balance £ 20271.25

Min 1295 - Accounts for Payment

- Mrs E I Hunter £ 192.00 Clerk's Salary
- HMRC £ 48.00 PAYE
- Mrs. E I Hunter £ 30.00 Petty Cash
- Sally Ann Douglas £ 280.00 Grass Cutting
- Belford Parish Council £ 3.55 Share of hire of venue costs 18th October
- Kath Nixon £ 30.00 Donation to Community Gardens

Min 1296- Planning Approvals

17/02291/OUT- Outline Application – demolish existing shed and replace with a detached 4-bedroom family dwelling, including accompanying

parking, landscaping, gardens and other ancillary works- Land North West of The Percy Arms Chatton Northumberland

17/02368/FUL- Re-submission: Construction of a timber framed, timber clad annexe with 1 bedroom, 1 kitchen/living room, 1 bathroom and mezzanine study- Shielhope Cottage, Chatton, Northumberland NE66 5RE

17/02178/FUL- Demolition of numerous redundant traditional farm buildings and erection of portal frame agricultural building to house 60 breeding bulls- Chillingham Newtown Farm C45 Lilburn Grange junction to Chillingham junction West Lilburn NE66 4PR

Min 1297- Donations

- To consider requests from –
Great North Air Ambulance – *It was agreed not to make a donation.*
Community Gardens- *agreed £30 as suggested.*
Community Action Northumberland- *It was agreed not to make a donation.*
The Chairman explained for the sake of new Parish Councillors, that in the past due to the number of requests received from organisations the Parish Council had a policy of not donating to groups.

Min 1298- Correspondence-

1. **NCC-** Modification Order No 5 – Byway open to all traffic No 53 has been confirmed
2. **NCC-** Modification Order No 7 – Byways open to all traffic No's 37.55 & 11 have been confirmed
3. **Clerks & Councils Direct-** Newsletter
4. **NCC-** Information on new partnership for bus information provision
5. **NCC-** Consultation Northumberland area special educational needs school place planning strategy.
6. **EBDA-** Request for nominations
7. **HospiceCare-** Light a life

Min 1299- Training and Transparency Fund - Parish Councillors agreed the payment of £3.55 towards the hire of the venue for the training event which took place on 18th October. Parish Councillors agreed the Clerk could complete an application to the Transparency Fund for a free laptop and scanner for the Parish Council. Parish Councillor T Hume informed the meeting that at the training event they were advised minutes should be displayed on notice boards in each ward as well as on the website. He also said all meetings can be videoed. He concluded by saying Parish Councillor R Tebay will give the feedback from the training session at the January meeting.

Min 1300- Budget and Precept 2018/19- Parish Councillors considered the spreadsheets tabled and agreed due to the current level of balances, the precept for 2018/19 will remain at £4500, which will include £35 for data protection. The Vice-Chairman asked Parish Councillors to bring a list of possible projects to the January meeting for consideration.

Min 1301- Bank Account- The Clerk informed the meeting that following the resignation of Parish Councillor T Cairns, the only signatories for the bank account are the Chairman, Vice-Chairman and the Clerk. Parish Councillors agreed to add Parish Councillor T Hume and B Stimpson as bank signatories. The Clerk informed the meeting that she has checked with the Bank of Scotland and that on-line banking is undertaken by one person, but Parish Councillors can be registered to view. Parish Councillors agreed the following:

- The Clerk register to make on-line payments.
- The Vice-Chairman to be registered to view, with Parish Councillor T Hume also having the right to view, once he is registered as a signatory.
- A payments sheet of on-line payments will be signed off at each meeting.

Min 1302- Parish Council Responses- The Vice-Chairman suggested that in the future when responses are required, a date and time should be stated on the e-mail and if Parish Councillors do not respond by the deadline it is assumed they do not object. Parish Councillors agreed the proposal as a way forward.

Min 1303- Chatton News- Parish Councillor S Coulson agreed to be the Parish Councillor responsible for Chatton News reports. She advised the meeting that the broadband report will be in the next issue of Chatton News. Parish Councillors agreed to include the report that pavements are being repaired and swept and remind residents to report pot holes via Northumberland County Council's website.

Any Other Urgent Business.

Parish Councillor T Faa-Thompson left the meeting at this point

Min 1304- Northumberland Estates- The Chairman read out a draft e-mail letter to Colin Barnes of Northumberland Estates which he had amended from the draft he prepared in July. Parish Councillors suggested the letter only raised the issues of the wall and the installation of the footpath near the Community Gardens. The Chairman to circulate the draft for Parish Councillors agreement.

Min 1305- Village Hall Area- The Chairman suggested making the hard-standing area where the former legion Hut stood into a community barbecue/sitting area which can be used by locals and people hiring the Village Hall for events. He went on to say that the Vice-Chairman, Parish Councillor H Prytherch and he have a site meeting, suggesting all Parish Councillors have a look at the area in daylight. The Chairman proposed that the Parish Council share the cost of the works with the Village Hall Committee. It was agreed that Parish Councillor H Prytherch obtain a drawing and quote for the January meeting, and the Chairman speak to the Village Hall Committee about the matter.

Min 1306- Thank You event- The Chairman suggested a thank you event over the Christmas festive period. It was agreed to perhaps use £200 from Parish Council

funds for the event, and the Clerk was to check with NALC if Parish Council funds can be used for this type of event.

Min 1307- Weetwood Hall- Parish Councillor S Dodds asked for clarification about the new building on site. Parish Councillor S Coulson, as the owner of the property explained the situation.

Date of the next Parish Council Meeting: Thursday 11th January at 7pm

Agenda Items for January meeting must be received by 31st December 2017

Chairman _____ Date _____

Ch's Initials _____