

ROTHBURY PARISH COUNCIL

AGENDA PAPER

Dear Councillor. You are hereby summonsed to an ordinary meeting of the Parish Council to be held on Wednesday 8TH January 2025 commencing at 7pm in the **Cheviot Room** Jubilee Institute, for the purpose of transacting the business contained within this Agenda. The public are welcome to observe, and parishioners may attend from 645pm, before the meeting commences, to ask public questions.

RPC/01/25 Apologies for absence

Apologies and reason for absence to be given to the Clerk prior to the meeting

RPC/02/25 Declaration of Members Interests

Members are required to disclose personal and prejudicial interests relating to any matters to be considered at the meeting. The disclosure must include the nature of the interest. An interest must also be disclosed in the meeting if it only becomes apparent to the member during the meeting. If a member who has declared a personal interest then considers the interest to be prejudicial he/she shall declare that, and, after making any representations, answering questions or giving evidence relating to the business, the member shall withdraw from the room for the remainder of the item to which the interest relates.

RPC/03/25 Meeting with Majorie Davy of Natural England

RPC/04/25 Approval of Minutes of previous meeting held 11th December 2024

RPC/05/25 Garden/village maintenance and related issues

RPC/05/25/01 Monthly gardening report. Members are asked to consider report and issues arising

RPC/05/25/02 Members to approve submission of planning application for tree works on village green

RPC/06/25 Planning

Public comments can be submitted via Northumberland County Council website:

Northumberland.gov.uk/Planning.aspx or via post to: Development Control, County Hall, Morpeth, NE61 2EF

RPC/06/25/01 Members to consider the following Planning Applications received as follows:

- 24/04155/S106A: Land East of Whitton View – Modification of S106 agreement dated 7.8.24 on 23/-3886/FUL in order to change trigger points for delivery of affordable houses

RPC/06/25/02 Members to note Approval of Planning Application received as follows:

- 24/02573/FUL: Antons Leap, Hillside – Two storey extension to front, garage extension, new roof, cladding to walls, new windows and doors

RPC/06/25/03 Coquetdale Neighbourhood Plan. Members to receive update.

RPC/07/25 Finance

RPC/07/25/01

Payments. Members are asked to approve the following payments. Chairman is asked to consider and sign the approved schedule against payments to be made.

PARISH COUNCIL BANK ACCOUNT				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Jubilee Institute	Additional meetings/training, November	£60.00		NIL
UCCT	November shoppers bus	£80.00		NIL
Employee	Salary	£1106.20		NIL
Nest	Pension, 3/2/25	£118.37		NIL
M Evens	December maintenance, village	£1024.00		NIL
D Nicholson	Expenses, August to November	£262.50		NIL
Clerk training	Introduction to CILCA 12/3/25	£60.00	£50.00	£10.00
T W Alderson	Quicklinks, bolt	£9.20	£7.67	£1.53
BURIAL BANK ACCOUNT				
PAYABLE TO	DETAILS	AMOUNT (GROSS)	NETT	VAT
Employees	Salary	£2052.83		NIL
Nest	Pension, 3/2/25	£185.85		NIL
M Evens	December maintenance, Whitton Bank cemetery	£576.00		NIL
Youngs Electrical Contractors	Electricity failure, cemetery lodge	£184.89	£154.08	£30.81
	Electrical testing and minor repairs, cemetery lodge	£246.00	£205.00	£41.00
Chirnell Construction	Works to alleviate damp, Cemetery Lodge	£400.00		NIL

RPC/07/25/02

The following payments have been made as per Financial Standing Order 5.6: Continuing Contracts and Obligations. Members to note payments. Chairman is asked to consider and sign the approved schedule against payments made.

CEMETERY BANK ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
Anglian Water	Quarterly water bill	£88.21		NIL
Ebay	Smoke detectors	£31.44	£26.19	£5.25
Lloyds Bank	Service Charges, 17/12/24	£8.50		NIL

	Service Charges 19/11/24	£25.85		
PARISH BANK ACCOUNT				
UNITY BANK ACCOUNT	Monthly bank charges 31/12/24	£6.00		NIL

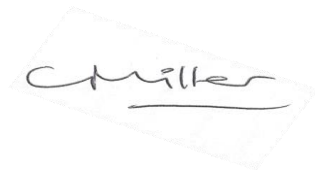
- RPC/07/25/03 Budget requirements. Members are asked to approve budget requirements 2025-2026
- RPC/07/25/04 Precept requirements. Members are asked to approve precept requirements 2025-2026 - Parish Precept - £70,000; Burial Precept - £40618
- RPC/07/25/05 Bank reconciliations. Members are asked to consider the most recent bank reconciliations
- RPC/07/25/06 Bike Track. Members to consider correspondence from Northumberland Estates in relation to increase in annual rent for bike track
- RPC/07/25/07 Members to note acknowledgement of grant from Rothbury Wrestling Academy
- RPC/08/25 Parish Council Governance Review. Members to receive update on next steps for Governance Review**
- RPC/08/25/01 .gov email addresses. Members to receive update on creation of Parish Council and Parish Councillor .gov email addresses.
- RPC/09/25 County Councillor update. Members to receive update.**
- RPC/10/25 Borderlands Place Programme. Members to receive update.**
- RPC/11/25 Telegraph Lines Village green. Members to receive update on objection submitted to Fusion Fibre.**
- RPC/12/25 Internal Audit**
- RPC/12/25/01 Engagement of internal audit services year ending 31.3.25. Members are asked to consider independent report into the procurement process carried out by the Council.
- RPC/12/25/02 Internal audit year ending 31/3/24. Members to consider the following recommendation included within the Action Plan
- 1.As a high priority it is recommended that the councils data is processed and stored on a council owned device with back-up/cloud storage restricted to Rothbury Parish Council business. This applies to all documentation and communications including emails and telephones.
- RPC/13/25 Coquetdale Amateur Dramatics Society. Member to receive request for use of Parish Council Office.**

- RPC/14/25** **Pedestrian Crossing. Members to receive information in relation to road markings, inclement weather concerns**
- RPC/15/25** **Freemanship Award agreed April 2024. Members to receive update.**
- RPC/16/25** **Mentoring. Members to confirm Clerk mentoring until end of the Council year**
- RPC/17/25** **To receive urgent items/items for next Meeting**
- RPC/18/25** **Date of next meeting**

PART II

The Council is invited to consider the following resolution: That under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item on the agenda, as the item involves the discussion of confidential information.

- RPC/19/25** **Members to receive verbal report relating to complaint received since previous meeting**
- RPC/20/25** **Members to approve authorisation and budget for the Parish Clerk to seek professional advice on a legal matter**

A handwritten signature in black ink, appearing to read 'C Miller', is written over a faint, rectangular watermark or stamp.

Claire Miller, Clerk/RFO
2nd January 2025