

ROTHBURY PARISH COUNCIL

Minutes of an ordinary meeting of the Parish Council held on Wednesday 12th February 2025 commencing at 7pm in the Dovecote Room Jubilee Institute

Those Present: Cllr Devlin (Chairman), Cllr Old, Cllr Mrs Dawson, Cllr Sutton, Cllr Gordon

In Attendance: C Miller (Clerk), three members of the public

RPC/21/25 Apologies for absence

There were no apologies for absence.

RPC/22/25 Declaration of Members Interests

There were no Declaration of Members Interests.

RPC/23/25 Approval of Minutes of previous meeting held 8th January 2025

RESOLVED:

Members agreed that the minutes of the previous meeting were a true record.

RPC/24/25 Garden/village maintenance and related issues

RPC/24/25/01 Monthly gardening report. Members are asked to consider report and issues arising

1.Replacement bin at Haugh Car Park

Gardeners recommended installing a wheelie bin and housing at Haugh Car Park to replace the newly installed bin that had been stolen.

RESOLVED

Members approved the replacement wheelie bin and housing.

RPC/24/25/02 Parish Seating.

1. Members to consider replacement picnic bench and seating at Beggars Rigg

Three quotations had been received to replace a picnic bench and seat at Beggars Rigg, the lowest price being £1245.51.

RESOLVED:

Members agreed to ascertain the requirements for seating in the area, and revisit the proposal in three months times.

2. Members to consider member request to purchase commemorative seating to mark VE Day 2025

Cllr Gordon proposed commemorative cast iron seating be purchased to mark the 80th anniversary of VE Day 2025, following the success with the lamp-post poppy display last Autumn. The seating could possibly replace a seat at Armstrong Cross, therefore freeing up a bench to be located elsewhere.

The Chairman advised the Parish Council would require planning and listed building permission to place a seat in front of Armstrong Cross, and suggested a wider scoping exercise be carried out.

The commemorative seat policy states seating has to be of recyclable material.

The Parish Council would not wish to step on other community organisations in providing a commemoration to VE Day.

Members considered alternative proposals, such as a plaque in front of the War Memorial.

RESOLVED:

Members agreed an informal meeting would be held to consider options to commemorate VE Day.

3. Members to approve commemorative seat and plaque request, seating to be placed on village green in front of Old Doctor's Surgery

Members considered a request for commemorative seating on the village green in front of the old doctor's surgery.

RESOLVED:

Members approved the commemorative seating and plaque.

RPC/25/25 Planning

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

Cllr Devlin declared an interest in Whitton View planning applications.

- 24/04428/FUL: Whinbank – demolition of existing swimming pool building and outbuildings. Proposed two storey extension to rear/north of property and single storey extension to the West – the Parish Council had no comments to make.
- 24/04421/FUL: Whitton View Open Spaces – temporary sales cabin for the sale of homes on the land - the Parish Council had no comments to make.
- 24/04422/ADE: Whitton View Open Spaces – advertisement consent for flags, swing sign, cabin graphics, window vinyls, long and low signs, v-stack sign, strip signs and stack sign - the Parish Council had no comments to make.
- 25/00138/FUL: Sandaig, Hillside – single storey extension to side, front and rear. New roof and wall cladding to house and garage – the Parish Council had no comments to make

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

- 24/03761/FELTPO: Moorside – tree works, removal of Corsican pine
- 24/04293/TREECA: All Saints Church Yard – Trees in a Conservation Area, 7 Yew, 3 Holly, pruning - Rothbury Parish Council
- 25/00061/TREECA: Land North of Linden Cottage – Trees in a Conservation Area, 30% crown reduction of T38 and T39 Cherry

RPC/25/25/03 Members to note Refusal of Planning Application 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.

Further to the previous meeting, The Clerk had received the following information from the County Council in relation to the reason for the modification request.

“The reason supplied is to delay the delivery of affordable housing as per the approved build route. The plan shows the affordable housing in phase 5. The affordable housing comprises 6 of the final 10 houses to be delivered at the

site, which is behind the request to delay the delivery of affordable housing to the completion of 30 out of the 40 open market dwellings.”

RPC/25/25/04 Coquetdale Neighbourhood Plan. Members to receive update.

Thropton, Rothbury and Hesleyhurst Parish Council to work together in the creation of a Neighbourhood Plan. The parishes of Hepple, Harbottle and Alwinton to form a separate plan.

RPC/26/25 Finance

RPC/26/25/01 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
Thropton Parish Council	Coquetdale Cluster Fee	£103.22		NIL
UCCT	January shoppers bus	£64.00		NIL
Jubilee Institute	Quarterly rent of Blaeberry Room	£375.00		NIL
Northumberland Estates	Bike track. Back rent following review	£61.17		NIL
	Annual rent in arrears, allotments	£100		
	Annual rent in arrears, North river bank	£50		
Employee/HMRC	Salary	£2400.32		NIL
Employee	Expenses	£131.02		
Nest	Pension, 3/3/25	£118.37		NIL
M Evens	January maintenance, village	£976.00		NIL
J Ayre	Summer bedding. Petunia, Begonia, Marigold, Geranium	£484.27		
	Summer bedding, Lobelia	£102.52		
LGRC Associates Ltd	Internal audit review	£396.02	£330.02	£66.00
Cumbria Clock Company	Repair to All Saints Church Clock.	£2178	£1815	£363

BURIAL BANK ACCOUNT	DETAILS	AMOUNT (GROSS)	NETT	VAT
Employees/HMRC	Salary	£3322.53		NIL
Nest	Pension, 3/3/25	£185.85		NIL
M Evens	January maintenance, Whitton Bank cemetery	£464.00		NIL
Chirnell Construction	Works to alleviate damp, Cemetery lodge	£650		NIL
M&S Agricultural Engineering	Mini digger repair	£96.00	£80.00	£16.00
Youngs Electrical Contractors	Repair damaged cable	£99.43	£82.86	£16.57
Wave	Water and sewerage charges	£109.73		NIL

RESOLVED:

Members approved the payments.

RPC/26/25/02

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
Spar/Shell	Fuel, 6/1/25	£52.78	£43.98	£8.80
Lloyds Bank	Service Charge, 20/1/25	£8.50		NIL
Eon	Electricity	£169.81	£161.72	£8.09
PARISH BANK ACCOUNT				
UNITY BANK ACCOUNT	Monthly bank charges 31/1/25	£6.00		NIL

RESOLVED:

Members noted the payments.

RPC/26/25/03

Bank reconciliations. Members are asked to consider the most recent bank reconciliations

RESOLVED:

Members agreed the bank reconciliations were a true record. The Clerk advised higher bank charges had been accrued during November 2024 due to cash being paid into the account for burial fees received.

RESOLVED:

CIr Old to authorise bank reconciliations.

RPC/26/25/04 Replacement hand held grasscutter for village maintenance. Members are asked to approve purchase of replacement machinery.

The Clerk advised the village grasscutting equipment had been damaged due to a roofing contractor leaving scaffolding debris in the churchyard. The scaffolding company had agreed to contribute £439.95 towards the cost of a new cutter, which was the amount quoted to repair the equipment. The Clerk advised it would be preferable to purchase new equipment. The scaffolding company would be sent an invoice for their contribution once the new equipment had been purchased.

RESOLVED:

Members agreed to accept the quotation of £619 including VAT, for a Stihl RM453 veri speed.

RPC/26/25/05 Northumberland Estates Rent review. Members are asked to consider rent increase from £100/annum to £110/annum, land for allotments

Members considered the rent increase.

RESOLVED:

Members agreed to the rent increase of £10/annum.

RPC/26/25/06 Parish Council Office Furniture. Members are asked to approve budget for purchase of filing cabinet

RESOLVED:

Members agreed to a budget of £200 to purchase a four drawer locked filing cabinet.

RPC/27/25 Parish Council Governance Review.

RPC/27/25/01 Documents for review. Members are asked to consider amendments to Standing Orders,

1. Section 3: Meetings Generally. Amendment to public questions below, as per the most up to date version of the National Association of Local council's Standing Orders

Current Standing Order states: A person shall raise his/her/their hand when requesting to speak.

Amendment to Standing Order. A person shall stand when requesting to speak and when speaking (except when a person has a disability or is likely to suffer discomfort) The chair of the meeting may at any time permit a person to be seated when speaking.

RESOLVED

Members approved the amendment.

2.Addition of Annex A to the Standing Orders, relating to Public Questions

RESOLVED

Members approved the amendment.

3. Section 3: Meetings Generally.

Current Standing Order states.

- a The minutes of a meeting shall include an accurate record of the following:
- i. the time and place of the meeting;
 - ii. the names of councillors who are present and the name of councillors who are absent.

Amendment: the names of councillors who are present and the names of councillors who are absent, subject to the councillor giving apologies to the Clerk before the meeting, and the reason being accepted by the Council.

The Clerk advised members should accept the reason for a member absence, and which was required to authorise member absences over six months.

RESOLVED:

Members approved the amendment.

4. Section 5: Ordinary Council Meetings. Amendment to the business of the Annual Meeting of the Council, as per the most up to date version of the National Association of Local council's Standing Orders

Current Standing Order.

Following the election of the Chair of the Council and Vice-Chair (if there is one) of the Council at the annual meeting, the business shall include: i. In an election year, delivery by the Chair of the Council and councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date. In a year which is not an election year, delivery by the Chair of the Council of his/her/their acceptance of office form unless the Council resolves for this to be done at a later date; ii. Confirmation of the accuracy of the minutes of the last meeting of the Council; iii. Appointment of members to existing committees; iv. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Amendment. Following the election of the Chair of the Council and Vice-Chair (if there is one) of the Council at the annual meeting, the business shall include:

- i. In an election year, delivery by the Chair of the Council and councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date. In a year which is not an election year, delivery by the Chair of the Council of their acceptance of office form unless the Council resolves for this to be done at a later date;**
- ii. Confirmation of the accuracy of the minutes of the last meeting of the Council;
- iii. Receipt of the minutes of the last meeting of a committee;
- iv. Consideration of the recommendations made by a committee;
- v. Review of delegation arrangements to committees, sub-committees, staff and other local authorities;
- vi. Review of the terms of reference for committees;

- vii. Appointment of members to existing committees;
- viii. Appointment of any new committees in accordance with standing order 4;
- ix. Review and adoption of appropriate standing orders and financial regulations;
- x. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.
- xi. Review of representation on or work with external bodies and arrangements for reporting back;
- xii. In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future;
- xiii. Review of inventory of land and other assets including buildings and office equipment;
- xiv. Confirmation of arrangements for insurance cover in respect of all insurable risks;
- xv. Review of the Council's and/or staff subscriptions to other bodies;
- xvi. Review of the Council's complaints procedure;
- xvii. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);
- xviii. Review of the Council's policy for dealing with the press/media;
- xix. Review of the Council's employment policies and procedures;
- xx. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.
- xxi.** Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

RESOLVED

Members approved the amendment.

5. Section 6: Extraordinary Meetings of the Council, Committees and Sub-Committees. Amendment to number of Cllrs requesting an extraordinary meeting as per the most up to date version of the National Association of Local council's Standing Orders

Members of the committee or the sub-committee, any two (**current Standing Order states 3**) members of the committee or the sub-committee may convene an extraordinary meeting of the committee or a sub-committee.

RESOLVED

Members approved the amendment

6. Section 7: Previous Resolutions. Amendment to number of Cllrs requesting a previous resolution be re-considered, as per the most up to date version of the National Association of Local council's Standing Orders

A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 (**Current Standing Order states 6**) councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.

RESOLVED

Members approved the amendment.

7. Section 13: Code of Conduct and Dispensations. Amendments to consideration and granting of a dispensation, as per the most up to date version of the National Association of Local council's Standing Orders

Current Standing Order states: A decision as to whether to grant a dispensation shall be made by a meeting of the Council, or committee or sub-committee for which the dispensation is required, and that decision is final.

Amendment: A decision as to whether to grant a dispensation shall be made by the Proper Officer OR by a meeting of the Council, or committee or sub-committee for which the dispensation is required and that decision is final.

Current Standing Order states: Subject to standing orders 13(d) and (f), a dispensation request shall be considered at the start of the meeting for which the dispensation is required.

Amendment: Subject to standing orders 13(d) and (f), a dispensation request shall be considered by the Proper Officer before the meeting or, if this is not possible, at the start of the meeting for which the dispensation is required OR at ***the beginning of the meeting of the Council, or committee or sub-committee for which the dispensation is required.***

RESOLVED

Members approved the amendments

8. Section 18: Financial Controls and Procurement as per the most up to date version of the National Association of Local council's Standing Orders.

whether contracts with an estimated value below **£30,000 (Current Standing Order states £25,000)** due to special circumstances are exempt from a tendering process or procurement exercise.

A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £30,000 (**Current Standing Order states £25,000**) but less than the relevant thresholds referred to in standing order 18(f) is subject to the "light touch" arrangements under Regulations 109-114 of the Public Contracts Regulations 2015 unless it proposes to use an existing list of approved suppliers (framework agreement).

RESOLVED

Members approved the amendment

9. Section 19: Handling Staffing Matters, as per the most up to date version of the National Association of Local council's Standing Orders

Current Standing Order states. A member of the Staffing Committee shall conduct a review of the performance and annual appraisal of the work of the employees. The reviews and appraisal shall be reported in writing and are subject to approval by

resolution by Staffing Committee.

Subject to the Council's policy regarding the handling of grievance matters, the matter shall be progressed by resolution of Staffing Committee.

Amendment(s). The chair of the Staffing committee or in their absence, the vice-chair shall upon a resolution conduct a review of the performance and annual appraisal of the work of the Clerk/RFO. The reviews and appraisal shall be reported in writing and are subject to approval by resolution by the Staffing committee.

Subject to the Council's policy regarding the handling of grievance matters, the Council's most senior member of staff shall contact the chair of the Staffing committee OR the Staffing sub-committee or in their absence, the vice-chair of the Staffing committee OR the Staffing sub-committee in respect of an informal or formal grievance matter, and this matter shall be reported back and progressed by resolution of the Staffing committee OR the Staffing sub-committee.

RESOLVED

Members approved the amendments.

RPC/27/25/02 Financial Standing Orders. Members are asked to consider the most recent National Association of Local Council's Financial Regulations, tailored to the requirements of Rothbury Parish Council.

1. At least once in each quarter, and at each financial year end, two members other than a cheque signatory....

RESOLVED

1. Members approved the following amendment

Amendment. To remove "other than a cheque signatory and the Chairman" shall be appointed to verify bank reconciliations for all accounts produced by the RFO. The members shall sign and date the reconciliations and the original bank statements (or similar document) as evidence of this. This activity, including any exceptions, shall be reported to and noted by the council.

Members agreed that the two Cllr's carrying out the checks together could not both be bank signatories.

2. The Service Administrator shall set up all items due for payment online. A list of payments for approval, together with copies of the relevant invoices, shall be sent by email to **one, amend from two** authorised signatory.

RESOLVED:

Due to the Council having only 9 Cllr's, Members agreed that one authorised signatory could approve the payments set up by the Clerk.

RPC 27/25/03 Scheme of Delegation, including Committee and Working Group Terms of Reference. Members are asked to adopt updated Scheme of Delegation.

Members considered the Scheme of Delegation.

RESOLVED:

Members approved the Scheme of Delegation.

RPC/27/25/04 Statement of Internal Control. Members are asked to consider the document, including amended system for payment of invoices, and internal auditing system of financial records

Members reviewed the internal controls of the Council. The Clerk advised a robust system for payments should be

introduced. On a rota system, two Parish Cllrs would meet with the Clerk to approve the monthly invoices for payment. The Clerk would set up the payments and scan the invoices to a bank signatory who would then approve the payments electronically. On a quarterly basis, two Cllrs, on a rota system would carry out an audit of the payment processes, including checking the bank reconciliations.

RESOLVED:

Members approved the Statement of Internal Control.

RPC/27/25/05 Bank Signatories. Members are asked to review the current signatories and appoint further Cllr(s)

The Clerk advised herself, Cllr Mrs Dawson and Cllr Sutton were currently bank signatories.

RESOLVED:

Members agreed to defer the agenda item until the new Council had been elected May 2025.

RPC/27/25/06 .gov email addresses. Members to receive update on creation of Parish Council and Parish Councillor .gov email addresses.

The Clerk advised the domain is secured and ready for use, however the migration could be a challenge when it comes to users and their email. Parish Council Websites to move the website over first.

RPC/28/25 County Councillor update. Members to receive update.

County Councillor not present.

Further to amendment of the Standing Orders to include Appendix A in relation to public questions and County Council interaction, item would be removed from agenda.

RPC/29/25 Borderlands Place Programme. Members to receive update.

A positive board meeting had been held with Parish Council representatives Cllr's Devlin and Sutton in attendance. The County Council had agreed to match the Borderlands funding. Two options had been put forward for Rothbury. 1. to create a business/enterprise area. 2. reorganisation of parking and town centre.

Borderlands funding could cover a business hub, and County Council funding parking/town centre improvements.

A meeting is to be held with County Council Officer R Mckenzie within the next three weeks. Problematic areas in terms of parking and flow of traffic to be explored. It was noted that newly installed interactive speeding signage at Garleigh Bank was having an effect with slowing down traffic. Previous traffic management proposals that had not gone ahead in the parish to be discussed at the meeting.

RPC/30/25 Telegraph Lines Village green. Members to consider Wayleave Agreement with Fusion Fibre
Wayleave Agreement had not been received. Item to be removed from agenda.

RPC/31/25 Internal Audit

The Clerk advised she would be meeting with the internal auditor year ending 31/3/25 later this week.

The Clerk advised the Action Plan containing recommendations from the internal audit year ending 31/3/24 would be considered at the next Parish Council meeting.

RPC/31/25/01 Internal audit year ending 31/3/24. Members to consider Chairman option report in relation to 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.

The Chairman had looked at options, including an independent company that specialised in local council's. A possible solution would be to save all Parish Council data in the Cloud with no information held on a lap-top.

RESOLVED:

The Chairman and Clerk to consider further.

RPC/32/25 Pedestrian Crossing. Members to receive information in relation to road markings, inclement weather concerns

County Council Officer R Mckenzie had forwarded concerns about the path during inclement weather to the winter services staff. Bollards could be considered on the new footway.

There is an option for the Parish Council to provide a grit bin for the village centre which would be reliant on residents spreading grit on footpaths.

Parking issues and old road markings continue to be a concern.

RESOLVED:

The issues above relating to the pedestrian crossing to be discussed with R Mckenzie.

RPC/33/25 Freemanship Award agreed April 2024.

1.Members to approve wording for scroll

Members considered the proposed wording for the scroll.

RESOLVED:

Members approved the wording for the scroll.

2.Members to confirm arrangements for award ceremony and approve budget

Members agreed to arrange the award ceremony for Thursday 29th May 2025 at 430pm, before holding the Annual Meeting of the Parish at 6pm. Arrangements for refreshments to be considered at next Parish Council meeting.

RPC/34/25 Consultation on street naming and numbering request. Members are asked to consider the following proposals for Land East of Whitton View. 1. Debdon. 2.Holystone. 3.Harwood. 4.Tumbleton

Members considered the consultation.

RESOLVED:

Members agreed their preferred name for the housing estate was Debdon.

RPC/35/24 To carry out annual review of Asset Register(s) for Rothbury Parish Council and Rothbury Parish Council (RJBC)

Members considered the Asset Register(s)

RESOLVED:

Members agreed the Asset Registers were an accurate record.

RPC/36/24 **To carry out annual review of Risk Assessment(s) for Rothbury Parish Council and Rothbury Parish Council (RJBC)**

Members considered the Risk Assessments.

RESOLVED:

Members agreed the documents were adequate for the present needs of the Council.

RPC/37/25 **Bike track rent. Members to consider resident concerns relating to increase in rent**

Resident concerns had been received relating to the increase in rent for the bike track. The Parish Council were tied into a 15 year lease with Northumberland Estates and had little control with the rent rise.

RESOLVED

The Clerk to inform the resident of the 15 year lease.

RPC/38/25 **Future training opportunities via National Association of Cllrs. Members to consider training opportunities**

Members considered training opportunities via the National Association of Cllrs.

RESOLVED:

Members agreed to consider training for the new Council May 2025.

RPC/39/25 **Community Resilience Forum 14/1/25. Clerk to advise Members of forum content**

The Clerk had attended a County Council led resilience forum. The Civil Contingencies Officer had advised Paish Council's could initially be involved with opening up a rest area during events, but would not be expected to organise overnight accommodation. The Clerk suggested Nigel Fisher of the County Council Civil Contingencies Department be invited to a Parish Council meeting.

RESOLVED:

Members agreed to invite Nigel Fisher to a future meeting.

RPC/40/25 **Proposed bridleway creation and footpath stopping up south-east of Rothbury. Members to consider County Council consultation**

Members considered information from the County Council.

In March 2024, Northumberland County Council advertised Definitive Map Modification Order (No 3) 2024. This Order sought to add, to the Definitive Map of Public Rights of Way, a public bridleway from a point marked V, on Mill Lane, north-west of Wagtail Farm, in a general south-easterly direction for a distance of 2540 metres, almost entirely following the route of the dismantled railway, to a point marked X, on the U4038 road, south-east of Brinkburn Station Cottage. The Order attracted one objection, on behalf of the Northumberland Estates. The Council's Rights of Way Committee determined this application at its meeting in December 2023 and resolved that public bridleway rights had been "reasonably alleged to exist". The Northumberland Estates provided credible evidence from current and former employees and occupiers of the adjacent land to indicate that they had taken the necessary steps (in particular locked gates and signs) to prevent the public claiming unchallenged use over any continuous 20 year period. Where a DMMO is made, and attracts unresolved objections, then the Order and those objections must be submitted to the Secretary of State for determination. Before the Order is submitted to the Secretary of State, leading to – probably – a public local inquiry and an uncertain outcome, the Council would like to explore another option. This alternative would see the Council simultaneously making a public path creation order under section 26 of the Highways Act 1980, to create a public bridleway along the same route (V-W-X) that was identified in DMMO (No 3) 2024, and a public path extinguishment order under section 118 of the Highways

Act 1980, to close the existing Public Footpaths Nos 45 and 6, along the route A-B-C. This is, in effect, a compromise solution, with no outright winners and losers. A new bridleway along the dismantled railway line being gained in return for the existing public footpath, running on a roughly parallel alignment to the east, being lost.

If the compromise solution is broadly supported, the necessary public path orders could be made during the second quarter of 2025 and, if no objections to those orders are received, the bridleway could be operational and the existing footpath closed as early as late summer 2025. If no compromise is possible, it's unlikely that any public local inquiry to determine DMMO (No 3) 2024 would be held before autumn 2026, at the earliest."

RESOLVED:

- 1.Matter to be considered further at next Parish Council meeting.
- 2.The Clerk to request Survey Ordnance Map from the County Council and suggest a site visit be held.

RPC/41/25 Northumberland Open Space Assessment. Members are asked to consider draft document.

The Clerk advised the documents cover the following amenities. Allotments; Green Space; Parks and recreation grounds; Play space for Children and Play space for youth. The highest priorities for improvement (identified in the resident's survey 2024) include the enhancement of footpaths, bridleways, and cycle paths (70%); woodland, wildlife areas and nature reserves (67%); and parks and recreation grounds (46%). The Parish Council had taken part in the initial consultation, commenting that youth provision was lacking in the parish.

RPC/42/25 To receive urgent items/items for next Meeting

It was understood that the Housing developer of the estate at the top of Garleigh had to provide new village entrance signage, however this had not transpired. Item to be added to next meeting agenda.

RPC/43/25 Kings Garden Party 2025. Members to receive information via NALC

Members considered the information. Each Parish Council were able to nominate a Parish Cllr to attend the event. No member present wished to be put forward.

RPC/44/25 Date of next meeting

The next meeting of Rothbury Parish Council will be held on Wednesday 12th March 2025 commencing 730pm in the Dovecote Room, Jubilee Institute.

PART II

RESOLVED:

Members agreed to enter private session.

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/45/25 Members to receive verbal report relating to complaint received since previous meeting

Additional correspondence had been received building on the complaint reported at the last meeting.

Cllr Gordon declared an interest and left the meeting.

A confidential matter relating to issues involving data protection was discussed.

RPC/46/25

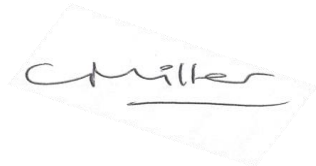
Members to consider recommendations relating to a legal matter and contained within a confidential report.

The Chairman and Clerk had attended a meeting with a solicitor to consider a matter which included a possible breach of confidentiality.

Going forward the Parish Council would require a general discussion relating to breaches of confidentiality.

RESOLVED:

Members agreed to await further information, to be considered at next Parish Council meeting, before following the advice of the solicitor.

A handwritten signature in black ink that reads "C. Miller". The signature is written on a light-colored rectangular background that appears to be a stamp or a piece of paper.

Claire Miller, Clerk/RFO

The meeting closed at 845pm

DRAFT