

ALNMOUTH PARISH COUNCIL

PARISH COUNCIL MEETING 12th August 2025

Minutes

Present: Cllrs Shaun Whyte (Chair), David Denton, Simon Rushton, George Ternent, John Wilson, Sally Wilson,

In Attendance: Deb Still (outgoing clerk), Jacqueline Brewster (new clerk and minutes), County Cllr Wendy Pattison (arrived at item 135/25/c).

The Meeting opened at 7pm.

129/25 Apologies

Apologies were accepted from Cllrs Harriet McHugh, Lorna Pringle, Richard Sim.

130/25 Minutes of the Previous Meeting

The Minutes of the meeting held on 8th July 2025 were ACCEPTED as a true record.

131/25 Declarations of Interest

An interest was declared by Cllr Whyte in agenda item 133/25 (a)i planning application 25/02594

132/25 Public Participation

There was no public participation.

133/25 Planning Matters

a) Planning Applications

i) 25/02594 1 Scholefield Place Alnmouth NE66 3NH FELTON/Tree Preservation Order Application -T1 - Sycamore tree proposed total removal.

It was AGREED to make a neutral comment with a suggestion that if the application is successful, the tree is replaced with a suitable more slower growing sapling in its place.

ii) 25/02724/DISCON31 Northumberland Street Alnmouth NE66 2RA. Discharge of Condition 6 (Replacement Entrance Gate Details) of approved application 23/01011/LBC
It was AGREED to make no comment.

b) NCC Decisions 25/00260/LBC Hemmel Cottage High Buston Hall High Buston NE66 3QH Listed Building Consent for new rooflights to Southern elevation, relocation of kitchen and new drain, new underfloor heating to living room (as amended) NCC Decision: Permission granted.

c) Planning Enforcement

(County Cllr Wendy Pattison arrived at 19:09)

It was AGREED the Clerk would email APC's Planning Enforcement List to County Cllr Pattison for investigation on status with NCC as APC has not received a reply to their last email.

134/25 NCC Local Transport Plan Priorities 2026-27

Clerk reported no update had been received from NCC.

County Cllr Pattison advised that Cllr Mark Mather had circulated a letter advising future LTP requests from Parish Councils will change to 3 strong requests over 3 years instead of 3 strong requests annually.

135/25 County Council Matters

- i. NCC has indicated that the ongoing flooding problems may be caused by the new toilet cisterns not being large enough to hold sufficient water to flush full toilet contents through to the drains effectively. The existing pipes may also be too narrow to move contents through to the manhole. Cllr Pattison suggested that portaloo's could be a temporary solution. The Chair AGREED to report back to the committee following his site meeting with NCC officers on 14th August.
- ii. County Hall has services in place for VJ Day this Friday.
- iii. Cllr S Wilson reported that weeds in the street were an issue. It was AGREED that problem areas should be communicated to NCC and request a plan of the routes they follow as the Wynd did not appear to have been sprayed.

136/25 Street Lighting for Northumberland Street

Cllr Rushton will bring draft an options report to the next APC meeting.

137/25 Bonfire Night

i. Insurance Requirement

It is not clear that APC can meet all of the Insurer's requirements in 2025 for the bonfire. APC should be able to meet requirements for the fireworks display. The options available going forward for the event were to

- Limit the event to just fireworks
- Replace the bonfire with another fire element
- Cancel the event

It was AGREED to replace the bonfire with a large bespoke brazier and to retain the firework display. A grant funding application will be submitted to the Burgage Holders by the Chair for a large brazier structure to replace the bonfire.

ii. Initial REVIEW of Action Plan

It was AGREED that the Action Plan be updated to take into consideration 137/25 (i) above. It was AGREED that sparklers would be banned on the night. Cllr Whyte AGREED to lead on the project.

lii. Initial REVIEW of Risk Assessment for Bonfire/Fireworks

It was AGREED that the Risk Assessment be updated to take into consideration 137/25 (i) above.

iv) Initial REVIEW of Risk Assessment for Food Service/Delivery

This item was deferred to the next meeting.

v) AGREE Event Notification Form and Event Safety Plan for NCC

The Clerk to progress ENF and ESP for the next meeting??

138/25 Remembrance Sunday

i) Initial REVIEW of Action Plan

The Clerk and Cllr Rushton to progress.

ii) Initial REVIEW of Risk Assessment for Remembrance Sunday

The Clerk and Cllr Rushton to Progress.

iii) AGREE Event Notification Form and Event Safety Plan for NCC

It was AGREED that that the road closure would be as 2024 and stop at the roundabout. Clerk to raise ENF and ESP and submit to NCC.

139/25 Northumbria Police

No report has been received.

140/25 Northumberland Coast National Landscape

To review the Northumberland Coast National Landscape (NCNL). The Partnership is currently producing a Management Plan for the period 2025 to 2030 (draft circulated in advance). A meeting of Parish Chairs will be held during the first week in September. The consultation closes on 25th September and one response per council is requested. Councillors can also respond in a personal capacity.

It was AGREED that the Chair would attend the meeting. Clerk to send a copy of the NCNL Draft plan to Cllr Denton.

141/25 RoSPA Annual Report on Peases Park Playground

- i. The council reviewed and discussed the recent ROSPA report. Cllr Whyte and Denton are working on completing the actions required by RoSPA.

- ii. Replacement of Bike Rocker and two other rockers.

It was AGREED that the Chair would liaise with ROSPA to seek further clarification on the action recommended to replace both springs on the Rocker Seesaw and the Rocker

- Elephant. Any action to replace the bike rocker be delayed as APC will be reviewing options for upgrading/refurbishing the entire playground.
- iii. Cleaning of Playpark equipment.
Cllrs Denton and Whyte will be cleaning the equipment.

142/25 Finance

- a. APC APPROVED the invoices and expenses detailed in Appendix 1 attached.
- b. The monthly finance report for July was RECEIVED.
- c. Santander will be charging £4.99 pcm for banking from 1st October 2025. It was AGREED that the Clerk to explore Unity Trust bank and other options and present recommendations at the next meeting. JB
- d. It was AGREED that the new noticeboard be funded with £1k from the Bettess Fund, £440 from the Marjorie Mountain bequest (within the Community Fund) with the remainder to be allocated from the Community Fund. The Clerk to order the Noticeboard and the Chair to liaise with the families.
- e. It was AGREED that the Clerk's salary increase be backdated to 1st April 2025 in line with the NJC's National Agreement on Pay and Conditions and that the new Clerk's salary also be updated in line with the National Agreement.
- f. The draft letter for Holiday Let Owners was AGREED and APPROVED for mailing. The Chair and Clerk to liaise about mailing lists.

143/25 Reports from Working Groups

a. Christmas Lights

Cllr Denton advised work on the lights would start in September.

b. Village Maintenance Update

The Chair advised that work on the boathouses for pointing and glazing would start in the next few weeks.

c. Senior Citizens Christmas Lunch Update

Cllr Sim is leading on this. Item deferred to the next meeting.

d. Climate Change Update

No update.

144/25 Correspondence

- i. APC has received an email from a member of the public concerning Church Hill repairs. It was AGREED that the Clerk write to Northumberland Estates and NCNL for an update on progress. DS
- ii. The out of use bus stop outside the Schooner Hotel has been removed and will be replaced with parking bays.

145/25 Any Other Business (for information only)

Cllr Rushton has been approached by residents interested in exploring further the Asset of Community Value for the Old School Gallery further to APC's application which did not meet the threshold. The Clerk will send all relevant documents and emails to Cllr Rushton.

It was noted that the APC Newsletter had no contact details for the Council. The Chair will ask the editor to include details of a telephone number for the Chair and email for the Clerk.

It was AGREED that the Clerk contact NCC and Northumberland Estates to seek clarity on responsibility for 'Lovers Walk' and ask if it could be included on a maintenance schedule for strimming.

146/25 Confidential

A motion to exclude the public was RESOLVED due to the confidential nature of the business to be discussed. It was agreed that work for mowing Dr Joy's Garden, mowing the War Memorial and strimming Lovers Walk was to be given to John Hood in line with the quotation. The contractor to be asked that the mowing for Dr Joys Garden and the roundabout is to commence at their discretion.

Date & Time of Next Meetings: 7pm 9th September 2025, The Hindmarsh Hall, Northumberland Street, NE66 2RS.

Future Meeting Dates: 14th October 2025, 11th November 2025, 9th December 2025, 13th January 2026, 10th February 2026, 10th March 2026.

Meeting ended: 20:15

Appendix 1 – Meeting Minutes 13th August 2025

Item 142/25a

Alnmouth Parish Council
PAYMENTS LIST

10 September 2025 (2025 - 2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
54	Accounts Software	01/08/2025		Current Account	Scribe	Scribe Accounting Software	Starboard Systems Ltd	S	31.00	6.20	37.20
											37.20
45	Clerk's Mileage	13/08/2025		Current Account		Clerk's Mileage	Deb Still	X	4.50		4.50
											4.50
46	Clerk's Home Working Allowance	13/08/2025		Current Account	Aug 25 HWA	Clerk's HWA	Deb Still	X	26.00		26.00
											26.00
47	Hall Hire (Monthly APC)	13/08/2025		Current Account		HHall Monthly Meeting Hire	Hindmarsh Hall	E	27.00		27.00
											27.00
49	RoSPA Playground Inspections	13/08/2025		Current Account		Rospa Inspection	ROSPA Play Safety Ltd	S	92.00	18.40	110.40
											110.40
48	SLCC Membership	13/08/2025		Current Account	SLCC Membership	SLCC	SLCC	X	118.00		118.00
											118.00
50	Annual Bench Cleaning	13/08/2025		Current Account		Bench Cleaning	Peter Broom Cleaning Cont	Z	235.00		235.00
											235.00
51	Clerk's Salary	13/08/2025		Current Account	Aug inc back pay	Clerk's Salary (DS)	Deb Still	X	567.70		567.70
											567.70
56	ICO	13/08/2025		Current Account	ICO	ICO	ICO	X	47.00		47.00
											47.00
53	Newsletter	13/08/2025		Current Account	August Newsletter	Monthly Newsletter	PPD Group	Z	113.00		113.00
											113.00
57	Playground Repairs	13/08/2025		Current Account		Playground - new seats	Sutcliffe Play Direct	S	191.40	38.28	229.68
											229.68
58	Playground Repairs	13/08/2025		Current Account		Playground - New Shackles	TSSC	S	37.25	7.45	44.70
											44.70
55	Website & Email	22/08/2025		Current Account		Website & Email	IONOS Cloud Ltd	S	15.00	3.00	18.00
											18.00
52	Clerk's Salary	31/08/2025		Current Account		Clerk Salary (JB)	Jacqueline Brewster	X	241.20		241.20
											241.20
Total									1,746.05	73.33	1,819.38