

Otterburn Parish Council

Meeting of the Parish Council held on 1 July, 2025

Held at Otterburn Memorial Hall

MINUTES

Present – R. Appleby (Chair), G. Peto & Joanne Nichols

In Attendance—Martin Chilvers (Clerk),

- 1) **Apologies for absence** – There were apologies from S. Bloomer.
- 2) **Declarations of interest** – None were declared
- 3) **Minutes of the last Ordinary and Annual meetings** – The minutes of the last meeting, having been circulated, were accepted as a true record and signed by the Chair.

4) **Public Question Time** – Cllr Riddle was unable to attend

5. Opportunity for members of the public to raise matters:

6. Matters arising

- a) item 6a: Road safety in the Parish: The Clerk's Report was received and noted. It was hoped that the work on the installation of the planters at the A696 / B6320 junction would happen soon. Two local residents have confirmed that they are willing to work on the maintenance of the planters that will be provided by NCC full of soil. Cllr Riddle and Mr Snowdon advised that the average speed cameras were still on order and waiting delivery. It was noted that it appeared the speed indicator device at the bottom of Bankfoot was not working.
- b) item 6b: Access to the Play Area: The Clerk reported that the work for this project would be undertaken by NCC at the same time as the planters mentioned in agenda item 6a.
- c) item 6d: Starlink at the Memorial Hall: The Clerk confirmed that the required parts to undertake the work to upgrade the internet at the Memorial Hall had been ordered and when delivered Martin Dickson-Green would make arrangements to install.
- d) item 6e: Bus stop outside the Memorial Hall: The Clerk reported that he had not received any further update from Neil Easton (NCC) despite attempting to contact him.
- e) item 6f: Community Transport: The Clerk reported that he had not received any further feedback on the scheme from the Church & Community Partnership (CCP) however it was agreed to further 'advertise' the scheme again as more drivers were required.
- f) item 6g: Parish Council vacancies: There was discussion as to how to attract further Councillors to fill the two vacancies on the Parish Council.
- g) item 6h: Millennium Green summer event: There was discussion as to what could be included in the possible event and a provisional date of 24 August was set. It was also confirmed that arrangements would be made to hold an event on Christmas Eve.
- h) item 6g: 682 bus service West Woodburn to Hexham (to include Otterburn): The Clerk reported he had been communicating with Chris Curtis (NCC) regarding the possibility of extending the route of the 682 bus service to include Otterburn. Mr Curtis had confirmed that there was capacity within the timetable to do this and that the service could use the B6320 and over the bridge at the Mill. Mr Curtis advised he would speak to the operator to determine if and possibly when the service could be amended.

7. Finance

- a) Budget update: The Clerk reported that there was presently a balance of £10,357.91.
- b) Clerk's salary and expenses for May & June, 2025: The payments of £511.86 salary plus expenses of £11.98 and £8.51 for stamps were agreed.
- c) Payment of invoice from Otterburn Memorial Hall: The payment of £30.00 was agreed.
- d) Payment of invoice to J. Hartshorne for repair of Play Area gate: The payment of £32.00 was agreed
- e) Payment of invoice to Chris Mowatt for grass cutting: The payment of £200.40 including VAT was agreed.
- f) Payment of the Parish Council insurance premium: It was agreed following research by the Clerk to provide multiple quotes for the Parish Council insurance to accept the quote from Zurich for £539.63 that includes a three year long term agreement. All agreed to the payment of the premium.

8. Planning

- a) There were no planning applications to consider this month.

9. New Business

- a) Weeds in the roadside gullies: The Clerk confirmed he had reported weeds that required removing to Glenn Harrison (NCC) but as yet had received no response.
- b) Cornhole at the Memorial Hall: The Clerk reported that he had ordered the equipment including two cornhole boards on behalf of the Memorial Hall. The cost of this purchase was being met by a successful NCC Community Chest application made recently.

10. Any other business / Matters for discussion at the next meeting of the Parish Council

a) The location of the bottle bank was discussed and whether there is a better location. It was agreed to contact the RTC Trustees and ask whether they would be willing to have the bottle bank on RTC land which had been discussed a few years ago.

b) It was noted that the top section of the traffic sign approaching the cross-roads on the B6320 was still missing despite having been reported to NCC some time ago. It was also reported that the temporary 'Give Way' sign at the cross-roads of the B6320 and A68 was still in place and a permanent sign not reinstalled. The Chair highlighted the two poles on the A696 just before the B6341 junction that had had a sign at one time but that was missing.

c) The Chair highlighted that there appeared to be an ongoing problem of vehicles parking over night at Percy Cross. It was agreed to look to purchase a sign to prevent this.

11. Date, time and place of next meeting: The next meeting of the Parish Council to be held at 7.30pm on Tuesday 2 September, 2025 at Otterburn Memorial Hall and will begin with the Annual Parish Meeting. Meeting closed at 8.45pm