



# Stamfordham Parish Council

**Minutes of the annual meeting of the Parish Council held on Thursday 21<sup>st</sup> May 2026 commencing at 730pm in Stamfordham Village Hall**

**Those Present:** Cllr R Williams (Chairman), Cllr L Boylan, Cllr C Reynolds, Cllr M Lloyd, Cllr S Parker, Cllr P Reynolds

**In Attendance:** C Miller (Clerk), V Jones (County Cllr), two members of the public

**2026/49 Apologies for absence**

Cllr J Turner

**2026/50 Declaration of members interests**

There were no Declaration of members interests.

**2026/51 Election of Chairman**

Cllr R Williams proposed and seconded as Chairman and duly elected.

**2026/52 Election of Vice Chairman**

Cllr Boylan and Reynolds proposed as Vice Chairman. Cllr Reynolds seconded and duly elected.

**2026/53 Election of representative to Widdrington Trust**

Cllr Boylan to retire from the Widdrington Trust  
Cllr Williams elected as representative.

**2026/54 Members to confirm the Minutes of the previous meeting of the Parish Council held on Thursday 19<sup>th</sup> March 2026**

**RESOLVED:**

Members agreed the minutes of the previous meeting held on Thursday 19<sup>th</sup> March 2026 were a true record.

**2026/55 Public Questions**

There were no public questions.

**2026/56 Co-option Vacancies**

The Clerk confirmed Cllr Merridew had resigned as a Parish Cllr.

Cllr Reynolds declared an interest

Members considered the sole application that had been received.

**RESOLVED:**

Members agreed to co-opt Peter Reynolds.



## 2026/57 Planning Matters

### 2026/57/01 Planning Applications received. Members to consider applications.

26/01342/FUL: Old Barn, Milbourne – Proposed extension and reconfiguration of existing dwelling including single storey rear extension, first floor balcony, and new entrance porch – the Parish Council had no objection to the proposal.

Cllr Mrs Reynolds and Reynolds declared an interest in the following planning application:

- 26/01543/LBC: Hill House, 24 North Side – Listed Building Consent for renovation of wood windows to front – the Parish Council had no objection to the proposals.

### 2026/57/02 Planning Application withdrawn

- 26/00450/FUL: Mount Pleasant, Stamfordham – Loft conversion to existing bungalow with two rear dormers, balcony with glass balustrade, rear sliding doors, 3 rooflights to front elevation inc. replacement existing conservatory with new flat roof structure and provision of solar panels to rear pitch roof and flat roof.

### 2026/57/03 Neighbourhood Plan. Members to confirm membership of Working/Steering Group

Cllr Parker to speak to Duncan Hutt to confirm he was still prepared to be involved with the Steering Group. Tanya Merridew had confirmed she would continue to sit on the group.

## 2026/58 Financial Matters

### 2026/58/01 Payments. Members to authorise the following payments

PAYABLE TO	DETAIL	NETT	VAT	GROSS
Lloyds Bank	Bank charges April May (retrospective by direct debit)	£8.50	NIL	£8.50
HMRC	PAYE April 2026 (retrospective by direct debit)	£167.20	NIL	£167.20
THC Landscapes	Play area grasscutting 2025 (retrospective)	£1190.00	£238.00	£1428.00
CPRE	Signpost restoration contribution (retrospective)	£1800.00	NIL	£1800.00
Mijan	Easy accounts	£60.00	NIL	£60.00
S Bertram	Internal auditing	£100.00	NIL	£100.00
NALC	Annual membership	£234.98	NIL	£234.98



Zurich	Annual insurance premium	£477.00	NIL	£477.00
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**RESOLVED:**

Members approved the payments.

**2026/59 County Councillor Report**

County Council funding for the new footpath had been authorised. The new village street light had not yet been installed. Footpath maintenance had been authorised at Harlow Hill, and reflective bollards were to be installed in gateway. Legally, stones should not be placed on grass verges. Speeding / anti-social behaviour reported near to Rose Cottage – NCC had advised there was not much that could be done on the bend, apart from improved signage. A further complaint had been received about speeding at Harlow Hill, however police have said this is NCC responsibility. County Council library consultation had now closed. Site visit to be arranged in relation to relocation of recycling bins. Half of Eachwick had been resurfaced. The Stamfordham signpost had disappeared from the far end of Cheeseburn Bridge. Cllr R Williams asked for grass verges (outside of the parish), at crossroads to Rudchester be cut.

**2026/60 Climate Change**

Funding for solar panels at village hall under discussion. Free trees continue to be available via The Woodland Trust. Members discussed placing a tree on the small section of green outside of the Village Hall

**RESOLVED**

1. Members agreed to plant a memorial tree, with the involvement of the school
2. Landowner to be contacted for permission

**2026/61 Parish Maintenance and related issues**

**2026/61/01 Parish footpaths. Members to receive update on CPRE signpost restoration project**

Footpaths Officer had advised kissing gate would be installed April / May (Dark Lane footpath), however works remain outstanding. CPRE project should be complete September. Discussion about village cross to be held, landowner permission would be required. A builder had been contacted in relation to a review of the grade two listed monument. Funding can be secured for refurbishment works.

**2026/61/02 Possible footpath to playing field. Members to receive update on securing funding for the works**

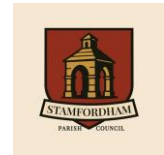
Additional funds required. Due to a delay in securing funding, the original costings would likely increase. The Clerk advised Alcom, broadband provider, may be able to assist with funding.

**RESOLVED:**

Cllr R Williams to speak to Alcom

**2026/61/03 Play area maintenance. Members to consider issues**

Cllr Reynolds declared an interest. The Village Hall Committee had considered the request to transfer the play area to themselves, and would be prepared to enter into a facilities agreement.



Litter bin in play area overflowing – the Clerk advised this should be reported via County Council reporting system Fix My Street.

A new gate was required for the play area, and which would be added to the next meeting agenda.

**2026/61/04 Parking at the school. Members to consider issues**

An ice cream van regularly parks in the bus lane - Cllr Williams to speak to trader.

Occasionally a vehicle parks in front of the bus stop, whose driver has been abusive. The school are aware of problems and are to take action. An increase in traffic warden(s) presence would assist.

**2026/62 Recycling bins. Members to consider location of current bins**

Discussed earlier.

**2026/63 Annual bonfire night display. Members to consider future events**

Members agreed that the organisers need to take traffic control into account when planning the event. Parking is a problem, however a field could be used and a charge made.

**RESOLVED:**

Cllr Reynolds to speak to organiser(s).

**2026/64 Parish weather vane. Members to consider replacement**

Discussed earlier.

**2026/65 Dog fouling. Members to consider issues within the parish**

Problems continue.

**RESOLVED:**

Cllr Williams to arrange further article to be placed in The Communicator.

**2026/66 Battery back up packs for use during times of crises. Members to consider costings/purchase**

Packs would be useful for vulnerable residents who only have a land-line, and for those operating the community resilience plan. However if a person is classed as vulnerable, a battery back up pack has to be provided. The public phone box is again not working, and which had been re-reported to B.T.

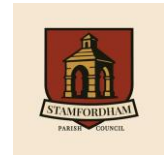
**RESOLVED:**

1. Article to be placed in communicator to advise vulnerable person(s) can receive back up packs from B.T.
2. Cllr Williams to circulate costings for battery back ups to Cllrs.
3. B.T. telephone box to be added to next agenda.
4. Community resilience plan to be added to next agenda.

**2026/67 Audit of Accounts year ending 31/3/26**

**2026/67/01 Members to consider and agree any matters arising from the report of the internal auditor**

Members considered the internal audit report. There were no matters arising.



**2026/67/02 Members to approve the Governance Statement**

**RESOLVED:**

Members approved the governance statement.

**2026/67/03 Members to approve the draft annual accounts year ending 31/3/26**

**RESOLVED:**

Members approved the draft annual accounts year ending 31/3/26.

**2026/67/04 Members to approve the accounting statements and explanation of variances**

**RESOLVED:**

Members approved the accounting statements and explanation of variances.

**2026/67/05 Members to approve the exemption certificate**

**RESOLVED:**

Members approved the exemption certificate.

**2026/67/06 Members to approve the public right of inspection dates 3rd June until 14<sup>th</sup> July 2026**

**RESOLVED:**

Members approved the public right of inspection dates 3<sup>rd</sup> June until 14<sup>th</sup> July 2026.

**2026/68 Review of Council Documents**

Members reviewed the current council documents.

**2026/68/01 Standing Orders**

**RESOLVED:**

Members re-adopted the Standing Orders, with an amendment to state they are *“based on the Northumberland Association of Local Council’ s Standing Orders for smaller councils.”*

**2026/68/02 Code of Conduct**

**RESOLVED:**

Members re-adopted the Code of Conduct.

**2026/68/03 Publication Scheme**

**RESOLVED:**

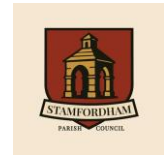
Members re-adopted the Publication Scheme.

**2026/68/04 Data Protection – Document Retention Policy; Information Data Protection Policy; Email privacy notice; I.T. Policy**

**RESOLVED:**

Members re-adopted the data protection policies.

**2026/69 Flower boxes. Members to consider flower boxes for the parish**



Costings had been sought at approximately £100/box, additional costs would entail soil/bulbs /herbs. All parts of the parish would need to be taken into account, with locations at entrances to villages. Boxes would need maintained and permission requested by land owner(s). Grass cutting / mowing would be required.

**RESOLVED:**

Item to be deferred until Spring 2027.

**2026/70 Road sweeper. Members to consider funding application for road sweeper.**

Item to be taken off agenda.

**2026/71 Councillor email addresses. Members to consider requirements**

Members considered .org Parsh Cllr email addresses.

**RESOLVED:**

Members agreed the item would be deferred until .org/.gov email addresses are mandatory for Parish Cllrs.

**2026/72 Cork boards for bus shelters. Members to consider options**

A resident request had been received for cork notice boards in bus shelters.

**RESOLVED:**

Members agreed this would not be practical.

**2026/73 Urgent business/items for next agenda**

There was no urgent business / items for next agenda.

**2026/74 To confirm the date of the next meeting**

The next meeting of Stamfordham Parish Council will be held on Thursday 16<sup>th</sup> July 2026 commencing 730pm in Stamfordham Village Hall.

The meeting closed at 855pm

Claire Miller, Clerk/RFO