

THROPTON PARISH COUNCIL

Minutes of the annual meeting of Thropton Parish Council held on Tuesday 19th May 2026 commencing at 730pm in Thropton War Memorial Hall

Those Present: Cllr Foggon (Chairman), Cllr Sutton, Cllr Aplin, Cllr Frazer-Kelly

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

2026/39 Apologies for absence

Cllr Mrs Bertram.

2026/40 Declaration of Members Interests

There were no declaration of members interests.

2026/41 Election of Chairman

Cllr Foggon proposed and seconded as Chairman and duly elected.

2026/42 Election of Vice Chairman

Cllr Aplin proposed and seconded as Vice Chairman and duly elected.

2026/43 To appoint member to Rothbury Joint Burial Committee

Cllr Foggon proposed and seconded as Rothbury Joint Burial Committee representative and duly elected.

2026/44 To appoint member to Coquetdale Cluster

Cllr Aplin proposed and seconded as Coquetdale Cluster representative and duly elected.

2026/45 Minutes of previous meeting held 17th March 2026

RESOLVED:

Members agreed that the minutes of the previous meeting held 17th March 2026 were a true record.

2026/46 Public Questions

There were no public questions

2026/47 Thropton Play Area

2026/47/01 Play area inspection reports / outstanding repair(s)

Outstanding repairs related to the gate and matting.

2026/47/02 Improvements to play area. Members to receive update on funding applications

The Clerk advised the result of several funding application(s) were awaited. Site meeting with residents / Parish Cllrs arranged 24/5/26, 930am, to consider ground works to date, and placement of temporary goalposts.

2026/47/03 Fencing. Members to consider rearrangement of boundary fencing

Further to a resident concern, members considered the re-arrangement of the boundary fencing. The Clerk had requested a quotation for the works.

RESOLVED:

Members agreed to accept the quotation of £212.80 for materials / labour from CSM Windows and Guttering.

2026/48 Environmental Issues within the parish. Members to consider any issues

No matters raised.

2026/49 Finance**2026/49/01 Invoices for authorisation**

PAYABLE TO	DETAIL	NETT	VAT	GROSS
Lloyds Bank	Monthly Bank charges, retrospective by direct debit	£8.50	NIL	£8.50
HMRC	PAYE April 2026, retrospective by direct debit	£156.80	NIL	£156.80
N Tuckey	Play area maintenance 26/3/26	£90.00	NIL	£90.00
	Play area maintenance 7/4/26	£99.00	NIL	£99.00
	Play area maintenance 21/4/26	£109.00	NIL	£109.00
	Removing fence, levelling 27/4/26	£214.50	NIL	£214.50
	Play area levelling 30/4/26	£198.00	NIL	£198.00
	Grasscutting 5/5/26	£99.00	NIL	£99.00
Mijan	Easy accounts	£84.00	NIL	£84.00
Kidd Garden Design	Play area inspections October to March	£120	NIL	£120
C Miller	Coquetdale Cluster salary	£168.84	NIL	£168.84
NALC	Annual membership	£154.08	NIL	£154.08
Zurich insurance	Annual insurance premium	£459.50	NIL	£459.50
Rothbury Parish Council	Burial precept	£4925	Nil	£4925
J N Ford	Groundworks, Thropton play area	£400	£80	£480
Jubilee Institute	Cluster meeting room 7/4/26	£22.00	NIL	£22.00

RESOLVED:

Members approved the payments.

2026/50 Planning**2026/50/01 Planning applications received**

No planning applications had been received.

2026/50/02 Planning application(s) refused

- 25/04245/FUL: Bankhead Boarding Kennels, Cartington Bank – Change of use, conversion and redevelopment of redundant farm buildings to create five dwellings with associated landscaping, access and car parking

2026/05/03 Planning approval received

- 26/00531/FUL AND 26/00530/FUL: Land East of Blue Mill – Convert existing barn into a small-scale facility comprising office accommodation, staff welfare facilities and single storey extension to the east to provide additional storage space at ground-floor level. Rear orangery type extension and ancillary space, slate roof canopy to main entrance, lean-to standing seam canopy over ancillary building.
- 26/00043/VARYCO: Land West of Thropton Demesne – Variation on 23/13071/FUL -

2026/50/03 Parish Council Planning Policy. Members to consider adoption of policy

Members considered adoption of a Parish Council Planning Policy. Cllr's Aplin and Frazer-Kelly had produced a draft document and the Clerk had created an alternative policy.

RESOLVED:

Members agreed to defer the item to the next meeting in order for the two drafts to be looked at in detail.

2026/50/04 Removal of parish signpost. Members to receive update

There had been no further information in relation to removal of the parish signpost.

2026/51 Highway matters

2025/51/01 Members to consider problems with water running down both sides of the road at the Chirnells

The problem had been reported via County Council reporting system Fix My Street.

2025/51/02 Members to consider long standing problems with running water on road past Cross Keys

The problem had been reported via County Council reporting system Fix My Street.

2026/52 Audit of Accounts year ending 31/3/26

The Clerk advised an extra ordinary meeting would need to be held in June, as the internal audit report had not yet been received. Date to be confirmed in due course

2027/53 Review of Council documents

Members reviewed the current Council documents.

2027/53/01 Standing Orders – Cllrs are asked to consider amendment as follows:

- 12.4 The Clerk has delegated authority to respond to Planning Applications following consultation with all Parish Councillors, if the time for a response is before a scheduled meeting of the Council.

RESOLVED:

Members agreed to re-adopt the Standing Orders to include the revision above.

2027/53/02 Code of Conduct

RESOLVED:

Members agreed to re-adopt the Code of Conduct with no revision(s).

2027/53/03 Safeguarding Policy

RESOLVED:

Members agreed to re-adopt the Safeguarding Policy with no revision(s).

2027/53/04 Publication Scheme

RESOLVED:

Members agreed to re-adopt the Publication Scheme with no revision(s).

2027/53/05 Data Protection – email privacy / privacy notice; information data protection policy; safeguarding policy

RESOLVED:

Members agreed to re-adopt the data protection policies with no revision(s).

2027/53/06 Management Plan

Members reviewed the Parish Council objectives included within the 2025 to 2029 management plan.

2027/54 Footpath between Thropton and Rothbury. Members to consider erosion of footpath

A landowner had placed signage preventing walkers crossing the land. As discussed at the Annual Parish Meeting, a group of residents were looking into applying to register the piece of land as a Public Right of Way.

2027/54/01 County Cllr request for the Parish Council to support a letter to Natural England in regards to erosion of section of riverbank

The County Cllr had attended the last Parish Council meeting and advised he would be contacting the Clerk in writing in relation to supporting a letter he was to forward to Natural England. However the Clerk advised no further information had been received from the County Cllr and the item would be removed from agenda.

2026/55 Urgent Business/Items for next meeting

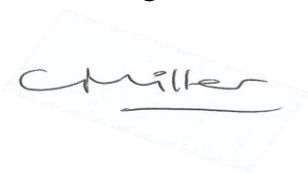
There was no urgent business / items for next meeting.

2026/56 Date of next meeting

The next meeting of Thropton Parish Council will be held on Tuesday 21st July 2026 commencing 7pm in Thropton War Memorial Hall.

An extra ordinary meeting of the Parish Council will be held in June, date to be confirmed in due course.

The meeting closed at 845pm.

A handwritten signature in black ink, appearing to read 'C Miller', is written over a faint, light blue rectangular stamp. The signature is fluid and cursive.

C Miller, Clerk/RFO
Thropton Parish Council