

Stocksfield Parish Council

Papers for the meeting of
the Parish Council
to be held on

Monday 13 July 2026

Additional papers and reports may be included on the website where it has been impractical to incorporate them within this document or may have been circulated separately.

This document relates only to the items to be considered during the section of the meeting which is open to the public and press.

Documents containing confidential information are not included, even though the related item may be considered during the open section of the meeting.

**Minutes of the Parish Council Meeting
held on Tuesday 23rd June 2026
at Stocksfield Community Centre**

Present: Mr T Hills (Chair), Mrs C Daltry, Mr M Parker and Prof Vickers
Mrs G Maughan (Clerk to the Council)

The Chair opened the meeting at 7.02pm and welcomed those present.

26/06/047 Apologies for absence

It was AGREED to authorise the absence of Mr Liddle.

26/06/048 Declarations of Interest

None.

26/06/049 Public Participation

None.

26/06/050 Minutes of the meeting held on 8 June 2026

It was AGREED (proposed Chair, seconded Mr Parker) that the previously circulated minutes of the meeting held on 8 June 2026 were a true and accurate record.

26/06/051 Community Governance Review (Consultation on Boundary Change)

Councillors discussed the suggestion received from Northumberland County Council that Mickley should be part of the Stocksfield Parish area. It was AGREED (proposed Mr Hills, seconded Mr Parker) to issue the following comment:

Stocksfield Parish Council are open to an ongoing discussion with regards to Mickley coming into the Stocksfield parish area. Councillors met on Tuesday 23rd June and decided they would like to understand the impact this would have in terms of finance, governance, Clerks hours, reserves, number of councillors etc. as well as a timeline for the change to take place.

Action: Clerk DISCH

26/06/052 Any other urgent business

None.

26/06/053 Date of next meeting

Monday 13 July 2026

The Chair thanked members for attending and closed the meeting at 7:33pm

Stocksfield Parish Council
Agenda Item 7(a)

Listing of payments dated between 01/06/2026 and 30/06/2026

Date	Description	Account	Supplier / customer	Auth	Net	VAT	Total
01/06/2026	Mobile	Telephone	EE	CON	-10.50	-2.10	-12.60
03/06/2026	Office Rent	Office rent	Stocksfield Community Association	CON	-450.00	0.00	-450.00
03/06/2026	Subscription 2026	Subscriptions	Northumberland and Newcastle Soc	CON	-35.00	0.00	-35.00
03/06/2026	05/26 Payroll Fee	Payroll	Northumberland County Council	CON	-9.00	-1.80	-10.80
03/06/2026	05/2026 Salary	Salary	Northumberland County Council	CON	-1,721.62	0.00	-1,721.62
03/06/2026	05/2026 NI	National Insurance	Northumberland County Council	CON	-195.69	0.00	-195.69
03/06/2026	05/2026 Grounds Maint.	Grounds Services contract	Neetfleet	COU	-2,095.00	0.00	-2,095.00
03/06/2026	Planters & Repair Wetpour	BEPA maintenance	Neetfleet	COU	-940.00	0.00	-940.00
03/06/2026	Repair & Secure Bins	Litter bins	Neetfleet	CK	-120.00	0.00	-120.00
03/06/2026	Tidy Planters	Planters	Neetfleet	CK	-30.00	0.00	-30.00
03/06/2026	Paint & Repair Surfaces	Kates Plain Maintenance	Neetfleet	CK	-95.00	0.00	-95.00
03/06/2026	Living Roof Inspection	Bus shelters rent and mainten	Neetfleet	COU	-20.00	0.00	-20.00
04/06/2026	Grant	Grants - general	Tyne Rivers Trust	COU	-75.00	0.00	-75.00
08/06/2026	Electricity	Defibrillators	British Gas Lite	COU	-16.28	-0.81	-17.09
08/06/2026	Electricity	Defibrillators	British Gas Lite	COU	-13.61	-0.68	-14.29
16/06/2026	Card Fee	Bank charges	Lloyds Bank	COU	-3.00	0.00	-3.00
16/06/2026	26/27 Burial Board Grant	Grants - Sec 137 Parish	St Magaret's Burial Board	COU	-2,100.00	0.00	-2,100.00
16/06/2026	Hall Hire (Planning)	Meeting room hire	Stocksfield Community Association	CK	-33.75	0.00	-33.75
16/06/2026	Replacement Covers (plus del)	BEPA maintenance	Kompan	CK	-76.50	-15.30	-91.80
17/06/2026	Document Fee	Photocopier lease and mainter	Grenke Leasing	COU	-165.00	-33.00	-198.00
18/06/2026	07/25 -06/27 Bus Shelter Land Re	Bus shelters rent and mainten	Network Rail	CON	-28.10	-5.62	-33.72
18/06/2026	Fertilising & Overseedin	Sports field initiatives	Grounds Maintenance Specialists Ltd	COU	-3,330.00	-666.00	-3,996.00
24/06/2026	Annual PC Check & Service	Misc Admin	Multimedia Convert	CK	-135.00	0.00	-135.00
24/06/2026	NE43 News Spring 26 Design	Newsletter design	Offstone Publishing	COU	-525.00	-105.00	-630.00
24/06/2026	NE43 News Spring 26 Printing	Newsletter printing	Offstone Publishing	COU	-690.00	-138.00	-828.00
24/06/2026	BEPA & KP Grass	Grass cutting (PF)	Procut	COU	-270.00	-54.00	-324.00
24/06/2026	Clerks & Council Mag	Subscriptions	Communicorp	COU	-15.50	0.00	-15.50
29/06/2026	Phone & Broadband	Telephone	BT	CON	-36.95	-7.39	-44.34
30/06/2026	Bank Charges	Bank charges	Unity Trust	CON	-9.10	0.00	-9.10
					-13244.60	-1,029.70	-14,274.30

Authorities key

CON	Continuing authority of the Council
COU	Other existing authority of the Council
CK	Delegated authority of the Clerk
CKC	Delegated authority of the Clerk in consultation with the Chair and/or Vice Chair

Stocksfield Parish Council

Summary report from 1-June-2026 to 30-June-2026 (figures exclude VAT)

Payments		Environment (contd)		Play Facilities (contd)	
Employment		Defibrillators	29.89	Footbridge	0.00
Salary	1,721.62	Tree inspections	0.00	Total Play Facilities	<u>1,381.50</u>
National Insurance	195.69	Bus shelters	48.10	Community Support	
Employee pension	0.00	Christmas tree	0.00	Remembrance Service	0.00
Employer pension contribution	0.00	Misc Environment	0.00	Burial Board	2,100.00
Total Employment	<u>1,917.31</u>	Litter bins	120.00	Grants - Sec 137 Parish	0.00
Administration		VATCS maintenance	0.00	Grants - Sec 137 non Parish	0.00
Office rent	450.00	Climate change	0.00	Grants - general	75.00
Meeting room hire	33.75	Total Environment	<u>2,322.99</u>	Total Community Support	<u>2,175.00</u>
Telephone	47.45	Communications		Contingency	
Stationery	0.00	Website	0.00	Contingency	0.00
Office equipment	0.00	Newsletter printing	690.00	Total Contingency	<u>0.00</u>
Photocopier lease	165.00	Newsletter design	525.00		
Photocopy and print	0.00	Newsletter delivery	0.00	Total Payments	<u><u>13,244.60</u></u>
Audit fees	0.00	Misc comms	0.00		
Courses and training	0.00	Total Communications	<u>1,215.00</u>	Receipts	
Subscriptions	50.50	Sports Facilities		Precept	
Insurance	0.00	Grass cutting (SF)	0.00	Precept	0.00
Misc Admin	135.00	Sports field rent	0.00	Total Precept	<u>0.00</u>
Bank charges	12.10	Sports field rates	0.00	Sports facilities	
Payroll	9.00	Sports field initiatives	3,330.00	Sports field rents	0.00
Clerk expenses	0.00	Car park loan	0.00	MUGA rent	0.00
Councillor expenses	0.00	Sports field maintenance	0.00	Total Sports facilities	<u>0.00</u>
Total Administration	<u>902.80</u>	MUGA rent	0.00	Misc Receipts	
Environment		Total Sports Facilities	<u>3,330.00</u>	VAT Repayments	0.00
Estate and verge cutting	0.00	Play Facilities		Miscellaneous Receipts	0.00
Seats	0.00	Grass cutting (PF)	270.00	Grounds services recharge	0.00
Planters	30.00	Equipment inspection	0.00	Bank Interest	207.65
Bedding plants	0.00	BEPA maintenance	1,016.50	Total Misc Receipts	<u>207.65</u>
Grounds Services contract	2,095.00	Kates Plain Maintenance	95.00		
Grounds Services ex contract	0.00	Kates Plain rent	0.00	Total Receipts	<u><u>207.65</u></u>

	Annual Budget	Receipts/ Payments to date	% spent or committed
RECEIPTS			
Precept	108505	54252.5	
Groundsman contract	750		
Sports Facilities	4034		
Defibrillator			
Misc		3801.71	
VAT refund			
Bank Interest		392.36	
Total Receipts	113289	58446.57	
PAYMENTS			
Employment	23800	3834.62	16%
Administration	8620	2322.66	27%
Environment	37740	4678.04	12%
Communications	4524	2189.99	48%
Sports Facilities	19045	6162.77	32%
Play Facilities	10160	2851.5	28%
Community Support	6400	2700	42%
Contingency	3000	0	0%
Total payments	113289	24740	22%

Notes:

Projected balances and committed expenditure are removed from the report due to it being early in the financial year. The report shows the percentage spent within each budget heading.

The budget was set before the sports field grass maintenance contract was awarded. Councillors are therefore asked to approve an increase to the Sports Facilities budget heading to take this contract into account. Funding has been received for this contract with further funds expected within this financial year. The Sports Facilities budget heading should be increased from £19,045 to £29,195.

Agenda Item 7(c)

Reserves and Earmarked Funds

During the 2025/26 audit, the Council's level of reserves was such that there was no requirement to provide a detailed explanation of earmarked reserves.

In the 2024/25 accounts, the Council had the following earmarked reserves:

- **Play Areas:** £45,000
- **Defibrillators:** £5,000

All remaining reserves were held as general reserves and were not allocated to specific purposes.

It is good financial practice for earmarked reserves to be linked to planned expenditure, identified risks or future capital projects.

Councillors are asked to review the current earmarked reserves, agree whether to retain, amend or create any new earmarked reserves categories.

Agenda Item 8

Financial Regulations Update

Councillors are asked to review and approve the updates Financial Regulations (circulated in a separate document). Typos were corrected in the document alongside the changes listed below:

- 1.7 stated that the council shall authorise any single commitment. This has been clarified to be any single commitment above delegated authority limits.
- 5.5 (iv) stated Individual purchases within an agreed budget for that type of expenditure may be authorised by the Council for all items over £500. This is assumed to be a typo and should be £5,000 to align with other delegated authorities for committees, Clerk/RFO and Chair plus emergency expenditure.
- 5.22. Highlighted this in the document for discussion to understand the reasoning behind this. Items within this section are believed to be non-compliant. The decision in these circumstances would remain that of the Clerk/RFOs under their delegated authority and any Councillor responses via email would be advisory.

Agenda Item 9

Reference/ Address	Description	Parish Council recommendation – (see Planning Report for details if applicable)	NCC Decision/Date Copies of the Planning Decisions can be found on NCC website
Pending or recently decided application(s) for information:			
26/01160/FUL 15 Tynedale Gardens	Proposed alterations and extensions after demolition of existing side extension and rear conservatory to form new ground floor garage, utility/boot room, WC, snug, dining and kitchen with new first floor bedroom and en-suite.	No comment Note use of delegated powers	Application Withdrawn 09/06/2026
26/01239/FUL 65 Meadowfield Road	Demolition of wooden garage, garden shed, construction of detached double garage, carport, garden storage along with extension of driveway and new gravel hardstanding.	No comment Note use of delegated powers	Application Permitted 05/06/2026
26/01276/FUL Broomley Grange	Retrospective - 4no. timber accommodation pads for existing activity centre camping area, located within existing camp site to West of main accommodation building	No comment Note use of delegated powers	
26/01354/FUL Stores and Land North East of Arnside House Birches Nook	Demolition of existing outbuildings and the construction of a part two-storey / part three-storey apartment building containing nine dwellings (1 to 3 bedrooms), together with the provision of a new vehicular access, car parking, secure cycle storage, and associated landscaping works.	Considered by the Parish Council Planning Committee on 13 th May 2026. An objection was submitted on the planning portal.	Application Withdrawn 05/06/2026
26/01418/FUL 170 New Ridley Road	Construction of single storey rear extension to form enlarged living space. Conversion of attic space into bedroom and bathroom. Construction of garden office building. Associated internal and external alterations	No comment Note use of delegated powers	Application Permitted 16/06/2026
26/01682/FUL 20 Guessburn	Loft Conversion with the addition of 5 no. Velux windows to front & rear roof slopes	No comment Note use of delegated powers	Application Withdrawn 02/07/2026
26/00478/VARYCO Broomley House, Main Road	Variation of Conditions 3 (Ecology), 4 (obscure glazing) and Removal of Condition 5 (highways) on approved application 20/03997/FUL in order to require extension of time for condition 3, 4 and 5 to be removed		Decision Appealed 03/07/2026

Agenda Item 10

Parish Council Representatives

Councillors should provide updates in respect of any representative meetings they have attended.

Agenda Item 11

Local Transport Plan Feedback

Councillors submitted feedback and suggestions in relation to the Local Transport Plan, feedback has been received from Northumberland County Council as detailed below. Councillors are asked to note their comments.

Priority	Feedback
Pedestrian and cycling route on the A695 between Riding Mill and Stocksfield	Due to the distance involved this is beyond the scope of the LTP Programme. The request has been forwarded to the Strategic Transport Team for consideration as part of wider active travel projects.
Subsidence of the pavement on the A695 (northside) northwest of North View Terrace, Stocksfield	Passed on to the area maintenance team
Dangerous road surface on A695 at the junction with Cade Hill Road, Stocksfield	This maintenance issue has been formally recorded and will be taken into consideration during the development of future planned maintenance programmes. In the meantime, our Area Maintenance teams will continue to monitor the situation and undertake any necessary minor works to ensure the area remains safe.

Agenda Item 12

Neighbourhood Plan

The Clerk and Cllr Paley recently met with the Planning Manager from the Neighbourhood Planning Team at NCC to discuss the current position regarding neighbourhood planning and any assistance that could be given in preparing it.

The Planning Manager advised that central government funding to support the preparation of neighbourhood plans has now ceased. Whilst neighbourhood plans remain a separate planning document from the Local Plan, the two are intended to work together to guide future development.

In September 2026, planning officers at NCC will begin consulting with parish and town councils to understand local priorities. This will help inform the development of the Local Plan.

Although a neighbourhood plan remains a valuable option for the parish, the Clerk recommends that the Council waits until the consultation on the Local Plan has taken place. This will enable the Council to assess whether its priorities and suggested areas for consideration are reflected within the revised Local Plan before committing the significant time, cost and resources required to prepare a neighbourhood plan and undertake the associated referendum process.

Councillors are reminded that a link to the map highlighting potential development areas within Stocksfield has previously been circulated for information and reference.

Agenda Item 14

Markings in Sports Field Carpark

The Clerk received a quotation to mark the carpark as per the action from 8th June 2026 meeting. The quotation was £1,150+VAT. Authority was given to the Clerk to go ahead with the work if it was within the Clerk and Chair's combined financial authority. As this was above the authority level, the work has not been authorised.

The Clerk recommends that the Council does not proceed with marking out the carpark. The cost is not budgeted and the level of expenditure appears to outweigh any potential benefit to the community.

Agenda Item 15

CCTV Units

Following an action from the 8 June meeting, the Clerk contacted three organisations regarding temporary CCTV. One company responded and met with the Clerk to discuss the options available. A meeting is also arranged with NCC to discuss their CCTV options in the village.

The company advised that its cameras are widely used by parish, town and county councils, as well as police forces. A temporary, relocatable camera could be used as a deterrent and, where appropriate, footage could be submitted to Northumberland County Council's Enforcement Team.

The company also advised that it manages the data protection requirements associated with the cameras. Should the Parish Council ever decide to hire a camera, it would need to adopt a CCTV Policy (a template can be provided) and complete a DPIA form. Cameras are available for temporary hire and can be moved between locations by a competent person. The locations identified being dog fouling hotspots and dogs being taken into Branch End play area.

The hire cost is £200 per week, with a minimum hire period of four weeks.

Councillors are asked to note the information provided and discuss whether they wish to pursue this option any further.

Agenda Item 16

Office Rental Agreement

The rental agreement for the Parish Council office ends in August 2026. Stocksfield Community Association were not in a position to provide a proposed agreement for the Council's July meeting and so invoices will be sent without prejudice until a new draft agreement is proposed. This is anticipated to be available for the September Council meeting.

Agenda Item 17

Interactive Speed Signs

Following discussion at the last meeting, the Clerk has investigated the current position regarding the parish's interactive speed signs.

The Clerk has spoken with several other Parish Clerks across Northumberland to gather information on the management and maintenance of similar signs. A review of previous parish

council minutes has also been undertaken; however, no reference could be found to any decision to cease maintaining the existing signs.

Based on the research, the conclusion is that the current signs are now outdated and would require replacement. Any replacement signs would also need to be maintained on an ongoing basis. Other Parish Clerk's have suggested the maintenance costs of these signs is low.

It is recommended that the Parish Council approaches NCC to discuss replacing the sign boards, with SPC taking responsibility for their future maintenance. Replacement signs would also enable the Clerk to download traffic data, providing useful information to support future highway and road safety discussions.

Agenda Item 18

RoSPA Report

The annual RoSPA inspections for both Branch End Play Area and Kates Plain were completed in June 2026. The full inspection reports have been circulated separately to all councillors for review.

The reports identify several minor maintenance issues, including loose bolts, the removal of damaged links and replacement of missing caps. These are routine repairs that can be undertaken by the Clerk within the delegated financial authority.

The reports also recommend that play areas are power washed to remove algae and bird droppings. A quotation is currently being obtained for this work, alongside a quotation for regular maintenance on this.

One item requiring consideration is the rocker bike at BEPA, which has been identified as non-compliant due to the protruding handles. The Clerk is currently in discussions with KOMPAN to establish the most appropriate course of action and expects to provide a verbal update at the meeting.

The surfacing both in terms of the wetpour areas and grassed areas is also referenced several times throughout the reports. Whilst remedial works have already been undertaken to address many of the identified defects, some gaps remain and will require further consideration.

Councillors are asked to:

- a) Allocate a budget to enable the Clerk to progress the repairs identified within the RoSPA reports.
- b) Discuss and determine the appropriate course of action regarding the remaining surfacing defects.
- c) Consider the options available for the rocker bike, taking into account the Clerk's verbal update following discussions with KOMPAN.

Agenda Item 19

Tractor Training & Usage

Stocksfield Parish Council took delivery of the new tractor and associated components in April 2026. Since delivery, the tractor has remained in secure storage. Appropriate insurance cover has been arranged.

The Clerk would like Councillors to discuss and agree the intended use of the tractor, including who will be authorised to operate it and who will be responsible for funding the necessary training for approved users.

Until these matters have been considered and agreed by the Council, the tractor will remain in storage and will not be put into service.

Agenda Item 20

NE43 News Competition

The Clerk would like to run a children's drawing competition in the next issue of NE43 News. A draft of the competition advert has been included as a separate document.

Councillors are asked to agree to running the competition and receiving entries at the October meeting for judging. Also, Councillors are asked to approve for the Clerk to seek a suitable prize(s) sponsored from/by a local business.

Confidential Item

Agenda Item 21

Clerk's Probation Review

Councillors are asked to consider the recommendation made the report (circulated separately confidentially).

Parish Council Meeting Calendar for 2026/2027 for information

Parish Council:

(All commence at 7.00pm in the Richardson Room)

Monday 14th September 2026

Monday 12th October 2026

Monday 9th November 2026

Monday 14th December 2026

Monday 11th January 2027

Monday 8th February 2027

Monday 8th March 2027

Advisory Group Meetings:

General Governance Advisory Group (GGAG)

All Parish Councillors, whether or not members of the Advisory Group are welcome to attend GGAG meetings

(Meetings are held via Teams)

TBA

Rights of Way & Environment Advisory Group (RoWEAG)

TBA

Communications Advisory Group

TBA

Sports Fields User Group (SFUG)

TBA