

# ULGHAM PARISH COUNCIL

Minutes of the meeting of the Parish Council held in Women's Institute Hall  
Monday 20th April 2026  
Councillors J Scott (in the Chair)  
Councillors: P Barton, J Robson, H Shaw, K Thornton

Also in attendance: 3 Residents

Apologies: Cllr Dungait and Mr G Brown

## 126/25 Questions from Parishioners

A resident raised concerns regarding increased noise levels from the campsite, which has recently reopened for the season. *The council acknowledged the concerns and for the situation to be monitored.*

A resident queried whether a response has been received to the planning query submitted in December concerning buildings on the campsite. *Clerk advised that no formal response has been received and agreed to follow up.*

Resident reported 4 recent incidents of poaching and theft in the area. With the exception of one incident, all had been reported to the police. *The council agreed this is a concern and emphasised the importance of reporting all incidents to the police.*

## 127/25 Minutes

To approve the Minutes of the Monthly meeting of the Parish Council held on Monday 16th March 2026.

117/25 - Fencing: Two quotes have been received. Following discussion, it was agreed to appoint David Youll at a cost of £2,350 plus VAT.

117/25 - Lighting in the village: to be discussed under correspondence

111/25 - Speed camera near Manor Court. Following investigation, it was confirmed that the fault is not related to the battery. Further investigation is required.

112/25 - Two members of UVA are planning to undertake an online food safety course.

121/25 - Trail cameras have been purchased and installed. One camera has an issue with battery usage and will be replaced.

124/25 - Luke Clennel - Brass plaque is under review. A quote of £175 has been provided. UVA kindly offered to fund the cost.

RESOLVED: the minutes were approved.

### **128/25 Planning**

Nothing to report

### **129/25 Emblem and policies**

The emblem was approved.

Following discussion, amendments to the figures within the Financial Regulations were agreed.

It was resolved that the following policies be approved:

- Standing Orders
- Financial Regulations
- Code of Contact.

It was noted that Unity trust Bank does not offer a bank card. Alternative options were considered, and it was agreed to increase the use of personal credit or debit card, with expenses to be reimbursed for members or staff within the Financial Regulations.

RESOLVED: That the emblem and all policies listed above be approved.

### **130/25 Website and Emails**

The website has been prepared and is currently under review by the Clerk and Cllr K Thornton. A [gov.uk](mailto:clerk@ulghamparishcouncil.gov.uk) email address has now been established for the Clerk ([clerk@ulghamparishcouncil.gov.uk](mailto:clerk@ulghamparishcouncil.gov.uk)). Councillors are expected to receive their email addresses within the next few days.

### **131/25 Clerk contract**

The Clerk's contract and job description were presented for approval.

RESOLVED: That the Clerk's contract and job description be approved.

### **132/25 Correspondence**

- (i) Email: raising concerns re campervans using the carpark, including BBQ use, leaving food waste, fat, charcoal and associated health/environmental issues. It

was agreed that the situation would be monitored. The Council discussed the insulation of signage, with a view to providing one large sign setting out rules clearly.

ACTION: Clerk to obtain quotes for appropriate signage.

- (ii) Email: Invitation to the Community Resilience Forum 2026 - Stannington Village Hall - 30th April 2026 - 12 noon - 4pm
- (iii) Email: reporting an incident of illegal hare coursing near the dragline bucket involving sight hounds. The correspondent has expressed concern regarding the impact on the village's reputation and has confirmed the matter has been reported to the police.
- (iv) Email: Mazars External Audit with our AGAR documents, with a deadline for submission of 30th June 2026.
- (v) Email: Northumbria Police Monthly report - Incidents and Crimes from 2<sup>nd</sup> March 2026- 3<sup>rd</sup> April 2026
  - There have been some crimes reported to Northumbria Police within this time frame, as above. However we are unable to discuss what these have been.
  - There have been some incidents reported to police within the time frame as above with have been dealt with by police.
  - There has been some disruption to highways but these incidents have been resolved by police.
- (vi) Email: Zurich - Insurance renewal due 1st June 2026: £570.00. It was noted that this is the same cost as last year. Following discussion, it was agreed to renew the policy with Zurich.

RESOLVED: To renew the insurance with Zurich.

- (vii) Email: requesting more gravel to complete the works in the meadows.

RESOLVED: to purchase the gravel as requested.

- (viii) Email: Playsafety - notification of our annual inspection to take place in June.

- (ix) Email: Cllr Dungait - Forwarded response from NCC re additional lighting as previously discussed. The cost was noted as £1,700. Whilst NCC are unable to fund, there may be some funds available via Cllr Dungait. Council were asked whether there were any further locations in the village where additional lighting may be required.

ACTION: Clerk to respond, identifying two further areas highlighted in the recent village survey.

### **133/25 Reports from Ulgham Village Groups**

- (i) UVA
  - Thanks were given to everyone involved in the Easter Trail, which was well attended with several generations present.
  - The Duck Race, scheduled for 25th May is the next event on the agenda and planning is underway.
  - It has been agreed to contribute up to £200 towards the Luke Clennel plaque.

(ii) Meadows

- It was reported that since the caravan site reopened there has been an increase in dogs off lead and fouling in the Meadows. It was discussed to install signage at the entrance to the meadows from the campsite, making it clear that the area is private land and whilst visitors are welcome to explore our wildlife nature reserve, requests for dog owners to clean up after their dogs. Signage to also include liability clause, no camping, no motorised vehicles. It was further agreed to request that the campsite owner provide a dog waste bin at the entrance to the site and to emphasise responsible dog ownership within the village as a whole, not just at the campsite, to guests on booking and check in.

(iii) UCBS

- the “English Devolution and Community Empowerment Bill” which includes the proposed change from “Right To Bid” to a “Right to Buy” has now completed its passage through the House Of Lords and is in its final stage prior to Royal Assent. This was noted as a positive development.
- It was also reported that NCC whilst aware of the bill, has advised that no procedural changes will be made until the Bill becomes law. UCBS will formally engage with NCC once Royal Assent has been granted.

**134/25 Accounts for Payment - to authorise payment of the following:  
(Bank statement and reconciliation available to view)**

- (i) £252 - Parish Online - Domain/Website/Email

RESOLVED: the payment was approved.

Payments made since last meeting include:

- Purchase of 2 wildlife cameras including subscriptions
- Maintenance of the playground
- NCC for extra grass cutting for 2026 season

- (ii) Income received from NCC Precept - £6,000

**135/25 Reports from Chairman and Members**

Cllr Barton

Reported that there had been vandalism at the fish ladder on Ulgham Park Lane. It was suggested that Rivers Trust and/or Wildlife Trust be informed.

Apologies were noted for the next meeting.

Cllr Shaw

Confirmation was sought regarding provision of a salt bin for Ulgham Park. It was agreed that, although the area is not officially within the parish, if residents purchase a salt bin, the Council will fund the initial fill.

NALC meeting will take place on 16th May 10am, for any items for discussion to be forwarded to Cllr Shaw.

A request received via the village website was noted, asking whether residents would be willing to have their photographs taken for a project?. Further information is required.

An update was requested on the status of the bus shelters and cleaning of graffiti - cleaning and maintenance still ongoing.

**136/25 Date of next meeting**

Monday 18th May 2026 at 7.00 p.m. in the WI Hall.