



Wylam Parish Council

<p>MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 8th FEBRUARY 2016 AT 7.00 p.m. IN THE INSTITUTE</p>

Councillors Present: Mr. S. Barlow, Mrs. R. Creighton, Mrs. A. Francis (Chairman), Mrs. M. Gillis, Mr. B. Japes, Mr. T. Martin (Vice-Chairman), Mr. A. Mitcham, Mr. W. Nicholson.

Also Present: Mrs. D. Carney (Clerk); Mr. Sam James (Village Tree Warden); one member of the public.

132. APOLOGIES FOR ABSENCE

Apologies for absence had been received from County Councillor Paul Kelly.

133. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS (DPI) IN ITEMS ON THE AGENDA AND APPLICATIONS FOR DISPENSATIONS.

T. Martin declared a DPI in Item 143.

134. QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions were put.

135. REPORT FROM COUNTY COUNCILLOR PAUL KELLY

Councillor Kelly had submitted a written report, which was distributed to members at the meeting, on the following matters:

- a. Meeting with the Wylam Road Safety Group. The Group, with Councillor Kelly and Neil Snowden of Northumberland County Council (NCC), had visited areas of concern in Wylam previously identified such as the area surrounding Wylam First School at peak time. Parking near the Fox & Hounds junction was of particular concern but could only be remedied by double yellow lining for some distance on either side of the road. This report was noted by the Parish Council and it was **agreed** that a letter would be sent to Councillor Kelly asking that in future a representative of the Parish Council should, as a matter of courtesy, be invited to such meetings. It was mooted that parked cars meant that traffic would slow down, but also acknowledged that parked cars restricted the view of drivers exiting Falcon Terrace.
- b. Tall Ships at Blyth 26/29 August 2016.

Signed

Date:

14/03/2016

- c. Strategic Planning Committee issues, particularly in regard to housing development in Corbridge. Objections to the development from the local NCC member and Corbridge Parish Council had not stood up to scrutiny. The Planning Department's performance against national standards has improved markedly since the establishment of three central planning committees which are politically balanced and are composed of members from all parts of the County. This enables applications to be considered in an objective manner rather than responding to local opinion.

136. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 11th JANUARY 2016.

The Minutes were **agreed** to be a true record of proceedings and signed by the Chairman.

137. CLERK'S REPORT AND CONSIDERATION OF MATTERS ARISING FROM THE MINUTES

- a. Road markings at the junctions of The Crescent. It was agreed that this was now an urgent matter while Ovingham Bridge remained closed. The Clerk would write again to Neil Snowden of NCC, copying County Councillor Paul Kelly in on the correspondence.
- b. Maintenance of village benches. T. Martin submitted a list of benches. A quotation would be brought to the next meeting of the Parish Council.
- c. Falcon Centre maintenance issues. Neighbourhood Services had cut back the shrubbery at the front of the building. David Hunt advised that further maintenance issues would be dealt with by the Facilities Team who would provide an official response in due course.
- d. Streetlights obscured by vegetation. T. Martin had prepared a schedule of street lights affected and this would be sent to NCC.
- e. Bus stop seating. See Item **147.4b**.
- f. Assets of Community Value. A. Mitcham had identified the NCC forms and forwarded the information to the Clerk.
- g. Letter to David Francis on occasion of his retirement. This had been sent.
- h. Christmas lights maintenance. CSN had been contacted and would provide a quotation as soon as possible.
- i. Bench for Hagg Bank Play Area. This had been ordered from Neil Dawson at NCC. Residents would be consulted on positioning once the bench is ready.

- j. Canoe launching at riverside. A letter had been sent to the Wylam Angling Club asking them to remove the Parish Council's name from the notices which forbid canoe launching.
- k. NCC Grass cutting invoice 2015. A new quotation had been received. See Item **147.4d**.
- l. Work needed at public toilets in Wylam. NCC had been notified about the dilapidated paintwork and the graffiti on the exterior walls. Mike Jeffrey had been notified about similar graffiti in the tunnel on the waggonway.
- m. Disabled parking spaces at Tyne Riverside Country Park. Mike Jeffrey had agreed to action this. It was not known how many disabled spaces would be designated.
- n. Damage to riverside footpath east of Stephenson Terrace. See Item **143**.
- o. Wylam Parish Council Budget and Precept demand 2016/17. A Precept demand of £38,000.00 had been sent to NCC.
- p. Planning Appeal. No information had been received from the Planning Inspectorate or NCC. (Item **146.5**)
- q. Quotation for pollarding Crack Willow at riverside. Tyne Valley Woodlands had provided a written quotation for £540.00 (ex. VAT) and the work had been commissioned.
- r. Trees to replace Cherry trees felled on land east of Stephenson Terrace. It was **agreed** to defer any replacement planting until issues relating to the collapsed river bank area had been addressed.
- s. Vermin issues relating to Wylam Hills Farm demolition work. B. Japes had contacted Gentoo after nearby residents had reported an increase in the rat population following demolition work. Gentoo advised that none of the workmen on site had seen any evidence of a rat infestation. If they had, then Health and Safety rules would have had to be observed and suitable measures taken. Gentoo had been put in touch with the complainant.

138. DATE AND SPEAKER FOR ANNUAL VILLAGE MEETING 2016.

It was **agreed** that the meeting would be held on 18th May 2016. A speaker from Arriva, the new franchisee for the Tyne Valley Line was suggested and this would be explored further. PC Charlie Cross, Wylam's Community Beat Officer, would also be invited to attend.

139. DATE FOR VILLAGE LITTER PICK

It was **agreed** that this would take place on Saturday 19th March 2016 beginning at 10am. A skip would be ordered and NCC would be asked

Signed

Alan Francis

Date:

14/03/2016

to provide some litter pickers and refuse sacks. It was **agreed** that the Risk Assessment document for the event would be reviewed at the next meeting of the Parish Council.

140. NATURE RESERVE FLOOD REPORT.

A copy of T. Martin's report had been circulated to members prior to the meeting. The report was **noted** and it was **agreed** that the following points would be placed on the Agenda of a future meeting of the Parish Council:

- a. Purchase of an extra grit bin for the access track from Woodcroft Road to the Jubilee Field.
- b. Infill of potholes in paths leading to the allotments and at the eastern gate entrance to the Nature Reserve.
- c. Clearance of flood debris from riverside fence and trees.
- d. Replacement of last 30 metres of riverside post and rail fence.
- e. Liaise with Wylam Allotments Association to clear and replace posts in old allotment area near the river.
- f. The riverside path appears to have been washed away. This would need to be inspected with NCC when river level permits.

141. REVIEW OF INFORMATION RECEIVED FROM NCC REGARDING STREET LIGHTING REPLACEMENT PLANS.

A copy of Iain Hedley's letter had been circulated to members prior to the meeting. The information was **noted** and it was **agreed** that an article about the scheme would appear in The Globe.

142. REVIEW OF INFORMATION RECEIVED FROM NALC REGARDING FUTURE ARRANGEMENTS FOR EXTERNAL AUDIT.

A copy of the information received from the Northumberland Association of Local Councils concerning possible new arrangements had been circulated to members prior to the meeting. It was noted that an external auditor for the Parish Council would be appointed by Smaller Authorities' Audit Appointments Ltd., a company, formed to replace the Audit Commission. The new arrangements will apply for a five year period from the financial year 2017/18.

143. CONFIDENTIAL ITEM: REVIEW OF INFORMATION RECEIVED REGARDING DAMAGE TO SECTION OF RIVERSIDE FOOTPATH EAST OF STEPHENSON TERRACE.

The Council **passed a resolution** excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (sensitive information).

Councillor T. Martin declared a DPI in this item and left the room during discussion of this item. (See also Item **133**).

It was acknowledged that subsidence had been an issue for some years at this location and it was noted that the causes of the problem were complex and remained poorly understood despite previous

investigations by NCC and British Coal. The initial opinion of a geomorphologist from Tyne Rivers Trust confirmed that the bank at this point was saturated, but had not been undercut by high river levels. During site visits with NCC, members of the Parish Council had observed water seeping from the bank above the path. It was **agreed** that, until the root cause of the problem could be ascertained, responsibility for its resolution could not and should not be apportioned, and that in the absence of information about the causes of the problem, any engineering works could have unforeseen impacts on neighbouring areas and the properties thereon. It was **agreed** to ask for a meeting with the appropriate NCC officers with a view to accessing independent, expert advice. It was further **agreed** to ask Northumbrian Water to test the water seeping from the bank to ascertain its source.

At this point the meeting was adjourned to allow members to put questions to Councillor T. Martin. The meeting resumed after all questions had been answered.

144. CONFIDENTIAL ITEM: UPDATE ON MATTERS RELATING TO WYLAM POST OFFICE PREMISES.

The Council passed a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (personal information).

The Heads of Terms of the new Lease Agreement were confirmed. It was **agreed** that these would be communicated to Caris Robson Solicitors LLP.

It was **agreed** that the Parish Council would write to Post Office Ltd., deploring their handling of the Transformation programme in Wylam. It was **agreed** that the address of the premises for future business purposes would be "The Old Post Office", 3 – 4 Laburnum Terrace.

145. CORRESPONDENCE RECEIVED SINCE LAST MEETING 11/01/16

A list of correspondence received since the last meeting (11/01/16) had been attached for information only.

146. PLANNING APPLICATIONS

The following report is included for information only. The applications had been considered by the Parish Council's Planning Group since the last meeting and a summary of the Group's comments forwarded to Northumberland County Council by the Clerk.

Please note that the Planning Portal is now open again and applications can be viewed online. **The Parish Council's comments are now filed online and can be viewed with other comments at <http://publicaccess.northumberland.gov.uk/online-applications> .**

146.1 Planning Applications considered by Parish Council since last meeting 11/01/16

15/04296/FUL Kenmore, Acomb Drive, Wylam.
Construction of single-storey side extension, demolition of existing garage & construction of new garage/office with associated landscaping.

WPC Comment: The Parish Council does not object to the proposed scheme, but would suggest that the visually intrusive black finish to the new build items should be reconsidered. The colour and materials of the new build items are not in keeping with the existing property.

146.2 Planning Applications approved by NCC since last meeting 11/01/16

15/03689/FUL Roseleigh, Main Road, Wylam.
Extension to create lounge & Playroom/spare room with utility & car port to rear; extension to kitchen and dining room past existing conservatory wall, extension to bathroom to rear.

15/03746/LBC Wylam Assembly, Woodcroft Road, Wylam.
Listed building consent for repairs to roof & installation of membrane.

146.3 Planning Applications withdrawn since last meeting 11/01/16

None.

146.4 Planning Applications refused permission by NCC since last meeting 11/01/16

None.

146.5 Planning Appeal

14/02608/FUL Former Home Farmstead, Oakwood, Wylam.
Demolition of existing hayshed, former squash court/sports pavilion with shed and former building. Reconstruction of farm steading/house with associated access track and replacement sewage treatment plant.

No further information received.

147. FINANCIAL MATTERS

147.1 Report on Income Received since the last meeting (11/01/16)

The Clerk had provided the following report on Income received by the Parish Council for members' information prior to the meeting.

- a. Wylam Parish Council.
No income received.

Signed



Date:

14/03/2016

b. Wylam Post Office Community Account.

DATE	SOURCE	AMOUNT
08/01/16	S. Loveday – rent	£1,000.00
31/12/16	Interest – Active Saver	£75.78

147.2 Consideration of Schedule of Payments to be approved at the meeting (08/02/16).

The following schedule of payments is to be considered for approval at the meeting. Any payments marked (*) are to be made under Section 137 of the Local Government Act 1972.

Two schedules of payments are given, for the Parish Council's General Community Account and for the Post Office Account.

a. General Community Account Payments Schedule.

Inv. Date	Payee	Details of supply	Chq.No.	Voucher	Total
22/01/16	Tyne Valley Woodlands	Tree work – various locations	103113	088	£2,208.00
28/01/16	NCC	Payroll – January	103114	089	£887.41
08/02/16	Clerk	Expenses	103115	090	£188.25
08/02/16	Sport Tynedale	Donation	103116	091	£25.00
01/02/16	S. Melville	Hagg Bank gate	103117	092	£340.00

b. Wylam Post Office Payments Schedule.

No invoices received.

147.3 To consider requests for Financial Assistance received since last meeting (11/01/16).

- a. Core Music, Hexham. A request for funding had been received. A copy of the Parish Council's Grants Policy and an Application Form had been sent.

147.4 To consider quotations received.

The following quotation had been received:

- a. British Gas: Annual Care Plan contract – The quotation of £249.60 for adding 2 appliances to the annual inspection for the Landlord's Safety Certificate was **agreed**.
- b. Seating at Charlie's Corner bus stop. The quotation of £434.14 (excluding VAT) from Glasdon UK Ltd. for an 1800mm stainless steel perch seat was **agreed**. It was further agreed that a contractor would be employed to fix the seating.
- c. Wylam Post Office back door.
The quotation of £750.00 (including VAT) from Warmseal for a UPVC door was **agreed**.

Signed

Alan Francis

Date:

14/03/2016

- d. NCC Grass cutting invoice for 2015 season.
A revised total of £2,007.52 (excluding VAT) had been received from NCC. This was **accepted** and would be paid on receipt of a revised invoice.

148. REPORTS

Reports were received from Parish Council representatives on the following groups and committees:

- a. Museum (B. Japes; T. Martin)
No report.
- b. Wylam Playing Field Association (A. Francis)
The Committee would meet on 11th February.
- c. Joint Burial Committee (S. Barlow; M. Gillis)
No report.
- d. Tree Warden's Report. (S. James)
S. James reported on the following matters:
- (i) Gale damage – fallen tree on Engine Dene. It was **agreed** that the tree would be tidied up, leaving the trunk and attached larger branches *in situ*.
- (ii) Damaged Crack Willow at river's edge. This would be monitored and left *in situ*. S. James would report if it became dangerous. It was noted that the riverside footpath had ceased to exist.
- (iii) Cherry trees leaning over collapsed path at end Stephenson Terrace. It was agreed to defer action on these until a solution had been found to the subsidence problem.
- (iv) Orchard Corner. S. James would check the dead branches overhanging the bench.
- e. Wylam Institute Committee (A. Mitcham).
No meeting.
- f. East Tynedale Parish & Town Councils Forum (T. Martin).
No meeting. T. Martin distributed leaflets giving details of NCC's online learning forum for councillors.
- g. NCC Central Area Committee (T. Martin).
No report.
- h. LMAP (B. Japes).
B. Japes reported that LMAP is to be replaced by a system of Community Safety Hubs (CoSH), with a very similar remit to that of LMAP. Wylam is to remain in the West group covering West and East Tynedale and Parish and Town Council representation would continue as in the past. The first meeting of the CoSH group would be on Monday 7 March at Bellingham.

149. URGENT ITEMS AND ITEMS FOR FUTURE AGENDA

- a. Wylam Globe. The editorial group would meet to finalise copy for the March issue.
- b. Footpath Closed signs at End Stephenson Terrace. T. Martin reported that these were being ignored by the public, particularly on the eastern approach. It was **agreed** to request more informative signs from NCC, with a map directing walkers back to the waggonway.
- c. Proposed meeting with Neighbourhood Services. It was **agreed** that the Clerk would contact David Hunt to arrange a meeting.
- d. Nature Reserve Management Plan Review. T. Martin reminded members that this was now due.
- e. Provision of litter bin at junction of Ovingham Road and Woodcroft Road. The feasibility of this would be investigated and a report made to the next meeting of the Parish Council.
- f. Engine Dene footpath. It was noted that this was now very narrow. It was **agreed** that the tarmac needed to be cleared of vegetation.

150. DATES OF FUTURE MEETINGS

The following dates of future meetings of the Parish Council were confirmed:

Monday 14th March 2016 at 7.00pm.

Monday 11th April 2016 at 7.00pm.

Monday 9th May 2016 at 7.00pm. (Annual Meeting of the Parish Council)

The meeting closed at 9.30pm.