

Clerk's Report and update on actions – 8 January 2023

Village Handyman

- **Outstanding items**
 - List of blocked drains.
 - Confirmation of December items reported via FixMyStreet.
 - Diana and myself have offered Matthew a lift to Hexham to obtain safety equipment. Waiting for confirmation of dates from Matthew.
 - Two online training courses have been identified for Matthew. Manual Handling and Health and Safety. The costings for these courses are to be approved.

Hagg Bank Playground

- Playground report shows one minor defect to a swing. No action required.
- Playdale representative to meet with Clerk to review current playground. Clerk will report back at the next appropriate meeting.

Bicycle Mayor

- David Dixon has been appointed as Bicycle Mayor. He will be visiting the village mid-January/early February, to understand what our challenges are. He is happy to write an article for the Spring Globe, outlining his role and what he hopes to achieve in the national and local contexts. He has a questionnaire on cycling which he would also like to highlight within his article. The aim of the questionnaire is to highlight barriers to cycling within the Tyne Valley and then address them in a practical way. Myself and John Hanley will meet with him and report back at the next appropriate meeting.

Christmas Carol Service

- There was a comment on our social media page asking about the lack of the Christmas Tree during December 2023. Fiona mentioned this to me and it had been delayed, as who had responsibility for the event was uncertain.
- Has this previously been a Parish Council event?
- Would there be opportunity for the Parish Council to organise and fund the Carol Service event (as part of our Community Engagement) alongside the Churches?

Community Police

- No Community Police meeting has taken place. They will recommence in February.

Speed Signs

- Dorman the company who fitted the speed signs for the Parish Council will visit the village to inspect the signs on Station Road and Holeyn Hall Road. Once the inspection has taken place, they will advise next steps. The current cost of the solar panel and the 'your speed' sign is £4288.50. Following the service and update will be added to the agenda.

Parish Council Away Day

- Scheduled for January, I suggest we move this to mid-February, which will allow the Parish Council to include some of the discussion following the Neighbourhood Plan meeting.

Nature Reserve Camera

- The Nature Reserve camera is yet to be fitted, the Parish Council will be updated on progress.

Village Signage

- The Anglers sign which was raised to the Parish Council will be discussed by the Angling Association at the meeting late January. I expect a response from them by mid-February (due to leave). The Resident who raised the issue has been updated.

Revocation of Tree Orders

- The Parish Council have received four Notice of Revocation of Tree Orders from Northumberland County Council. Circulated to Parish Council members and Volunteer Tree Warden for info.

Wylam Parish Council - Actions Arising from Meetings

| Subject | Action | Who | Comment |
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| Parish Council Meeting 12.12.22 | | | |
| Falcon Centre | NCC be contacted to express the Parish Council's concern at the current situation and its wish to be actively involved in the process of generating options for the future of the building. | Clerk | Add to future agenda when an update is available. |
| | Informal advice be obtained with regard to site potential and development options so that the PC is prepared when NCC does present its options. | C Percy | Contact associate and report back to Parish Council. |
| Parish Council Meeting 13 March 2023 | | | |
| NCC Speed Surveys | Seek an update from NCC | Clerk | Ongoing. Clerk has chased NCC for a copy of this. |
| Parish Council Meeting 15 May 2023 | | | |
| Village Fencing | Engine Dene/Foster Gardens Gentoo Homes fences damaged. Clerk to contact Gentoo homes regarding repair | Clerk | Ongoing M Haddon has sent locations, Clerk to obtain photographs. |
| | Dene Road Fence remains damaged. Clerk to contact NCC regarding repair | Clerk | Ongoing M Haddon has sent locations, Clerk to obtain photographs. |

| Parish Council Meeting 10 July 2023 | | | |
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| Clean River Group Grant Application | Grant approved by WPC. Funds released pending constitution and bank account | Clerk | Draft constitution is in place, not finalised and bank account is not in the name of the group. Awaiting update. |
| Parish Council Meeting 9 October 2023 | | | |
| Volunteer Tree Warden | Unscheduled Tree Felling | L Bray/Clerk | To continue to monitor unscheduled felling of trees. |
| | Monitoring of invasive plants | L Bray/Clerk | To continue to monitor invasive plants and inform Clerk. Clerk to discuss monitoring with L Bray, D Peel and L Richmond. D Peel has copy of village map. Further copies to be obtained from NCC Officers. |
| | Biodiversity report to be discussed at future meeting following discussion with Climate Action Group | L Bray | Ongoing. |
| | Bee friendly planters | Clerk | Clerk to update quote request to include bee friendly planting for 24/25 |
| Website | Launch of website and email system | Clerk/M Jones | Clerk informed Netwise that website is ready to go live with some pages to be completed. Awaiting confirmation of next steps. |

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| Correspondence – NWA/MMB Community Project | Costings for refurbishment of bus stop to be obtained | Clerk | Confirmation of project received. Clerk to confirm bus stop roof repair and contractor availability. |
| Riverside Footpath | Members of the public using footpath. Insurance advice needed | Clerk | Clerk to ask insurance company for advice. Ongoing. |
| Parish Council Meeting 14 November 2023 | | | |
| Climate Action Group | Meeting of group to be organised in December | C Percy | |
| | Report of current activities the group are working on | C Percy | |
| | Report be added to February agenda | C Percy | |
| Village Green Spaces | Charlies Corner Proposals Proposal to be added to the February agenda | Clerk | |
| | Engine Dene Inspection from NCC for management of trees at Engine Dene | Clerk | Report from NCC to be received. Clerk has sent a reminder to NCC. |
| | Jackson Road/The Dene Inspection and quotes for work required to trees at Jackson Road/The Dene | Clerk | Inspected, awaiting quote from Tyne Valley Woodlands. Reminder sent. |
| Planning Matters | Delegation of Authority to be progressed with NCC Planning team | Clerk | Ongoing |
| Parish Council Meeting 11 December 2023 | | | |
| Grassed Zoned Policy | Policy be added to the February agenda. | Clerk | |
| Parish Council Bin | Station Car Park large bin to be monitored by M Hadden and reported to Clerk | M Hadden/Clerk | Ongoing |

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| Hagg Bank Playground | Research of play equipment to be undertaken with supplier. Proposals be added to March agenda | Clerk | Clerk is waiting for meeting date confirmation from supplier. |
| Local Transport Plan | Clerk to contact NCC for feedback | Clerk | Ongoing |
| Museum and Heritage Working Group | Rail 200 information to be available at next meeting | C Percy | |
| | TVRCP update on outstanding actions to be obtained | C Percy | |
| | National Trust marketing around volunteer opportunities to be discussed with National Trust marketing team. | Clerk | |
| | National Trust charges for guided walks, process to be agreed between National Trust and Wylam Parish Council. | Clerk | |
| Wylam Community Flood/Resilience Plan | Lead Flood Warden to provide update at next meeting. Clerk to promote individual flood plans via social media | C Percy Clerk | Ongoing. |
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| Policy Reviews | Review all Council policy documents. Prepare spreadsheet with review dates. To include: ➤ Risk Management Statement ➤ Volunteer Policy/Details form | Clerk | In progress |
| Risk Assessment Reviews | Review existing risk assessments and revise as necessary. Prepare spreadsheet with review dates | Clerk | In progress |

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| Grant Making | Review and agree WPC Grants Policy, application form and guidance. | Clerk | |
| OS Mapping | Make arrangements to join OS Geospatial Agreement | Clerk | 1.5 hours required to review licence terms so will do once things are a bit quieter. |
| Community Art Project | Suggested by resident | | Could this become part of the work with NWL? |