



## WYLAM PARISH COUNCIL

### MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 10<sup>th</sup> July 2023 AT 7PM

**Present:** Councillors A Armstrong, D Carney (Chair), J Hanley, M Jones, and C Percy.

**Also present:** T Wood (Parish Clerk).

#### Questions from Members of the Public

One member of the public was in attendance. The resident raised the issue of signage in the village, mentioning the Wylam Angling Club sign on the fence at Stephenson Terrace and the harshness of the signs across the Nature Reserve, and asked could the signs be more positive. In relation to the Nature Reserve signs, an explanation around the restrictions would be helpful.

**Resolved that:**

- i. The Clerk to write to Wylam Angling Club about the signage.
- ii. Parish Council to review signs across the village when they are replaced.
- iii. Parish Council to produce a policy on signage in the village.

#### Report from County Councillor H Waddell

Councillor Waddell not present.

#### 1. Apologies for absence

L Bray (Voluntary Tree Warden), M Hadden (Village Handyman)

#### 2. Declarations of Interest from members on items on the Agenda

None

#### 3. Minutes of the Meeting held on 12<sup>th</sup> June 2023

**Resolved** that the Minutes of the Ordinary Parish Council Meeting held on 12<sup>th</sup> June 2023 be confirmed as a correct record and signed by the Chair.

#### 4. Minutes of the Meeting held on 23<sup>rd</sup> June 2023

**Resolved** that the Minutes of the Extraordinary Parish Council Meeting held on 23<sup>rd</sup> June be confirmed as a correct record and signed by the Chair.

#### 5. Update on Actions arising from the Meeting on 12<sup>th</sup> June 2023

The update on actions taken since the last meeting had been circulated to Members.

The action document was discussed.

**Resolved that:**

Signed: .....  
Chairman of Meeting

Date: .....

11/09/2023

- i. The report be received, it be updated to reflect actions agreed at this meeting and circulated to Members for information and action as necessary.

#### 6. Report of the Village Handyman

M Hadden not in attendance.

**Resolved that**

- i. M Hadden be asked to provide the Clerk with an update on report items in advance of the next meeting.

#### 6 Report of the Volunteer Tree Warden

L Bray not in attendance.

**Resolved that**

- i. L Bray to continue to monitor unscheduled tree felling.  
 ii. Charlie's Corner proposal be included in the Summer Globe.  
 iii. Clerk to collate residents' comments from Globe article.  
 iv. Clerk to await response from NCC regarding Giant Hogweed and provide update at next meeting.

#### 7. Annual Village/Summer Fair Feedback

##### Grass Cutting Policy at Station Road

Comments have been received from residents regarding the grass verges in the entrance to the village via Station Road. Comments referred to the length of the grass and untidiness which makes the village look uncared for.

**Resolved that:**

- i. Clerk to confirm with NCC that the grassed areas of Station Road and Elm Bank Road be cut back.  
 ii. D Carney to inform the Volunteer Tree Warden of the decision.  
 iii. Clerk and A Armstrong to look at a policy for grassed zones in the village to be tabled at the next meeting of the Parish Council.

##### Grass Cutting Policy on Dene Estate/Engine Dene

Comments have been received from residents regarding the grassed areas on the Dene Estate/Engine Dene raising issues with lack of care, including grass not cut often enough, hedges and trees overhanging and weeds growing through pavements. Jackson Road grassed areas have been subject to a form of weed killer.

**Resolved that:**

- i. Clerk to confirm with NCC that the grassed areas of Dene Estate/Engine Dene be cut back.  
 ii. Clerk to write to residents of Jackson Road reconfirming that weed killer is not to be used and advise of Parish Council/NCC grass cutting.  
 iii. Clerk to reply to concerned residents who raised the issue.

#### 8. Advisory Groups Update

- **Road Safety Working Group:** Group meeting on 13 July. Clerk/C Percy to report back at next Parish Council meeting.

**Resolved that**

- i. Clerk and C Percy to provide update at next meeting.

- **Climate Action Group:** A meeting with a Solar Farm company is to take place and an update provided at the next meeting.

**Resolved that**

- i. J Hanley to provide update at next meeting.

Signed: .....  
 Chairman of Meeting

Date: 11/09/2023

- **Haughs Local Nature Reserve Management Group** – Verges are cut back and blackboard signs are to be repainted for updated messaging.
- **Museum and Heritage Group** – Heritage Walks are commencing pending the opening of Stephenson's Cottage. The group are to discuss with the National Trust what events can be based around the opening of the Cottage to include Wylam Railway Museum.

**Resolved** that

- C Percy to share date of next meeting with Clerk.
  - C Percy to provide update at next meeting of the Parish Council.
- **Litter Picks** – Dates of litter picks are to be confirmed. Wylam Brownies have confirmed they will do a litter pick in September.

**Resolved** that

- A Armstrong and Clerk to confirm dates.
- Clerk to circulate dates to interested groups.
- Clerk to advertise dates on social media.

#### 9. **Wylam Interactive Speed Signs**

NCC has confirmed the status of the interactive speed signs in the village. NCC will pay for two signs (at the Fox and Hounds and Wylam Bridge), and the Parish Council will take on maintenance of these two signs following their repair. Future plans for the remaining two signs at the north and south entrances to the village are under discussion with NCC and the contractor.

**Resolved** that

- Clerk to inform NCC that the Parish Council will be responsible for the maintenance of the village interactive speed signs, to allow NCC to complete the repair.
- Clerk to provide update on remaining two signs at next meeting.

#### 10. **Wylam Parish Council – Email and Website**

The new Parish Council website is under construction and members will assist in the import of information and proof reading.

**Resolved** that

- Members to provide support for import of information.
- Clerk to update on progress at the next meeting.

#### 11. **Summer Globe**

M Jones gave an update on the status of the Summer Globe and asked for articles to be sent to him by mid-July.

**Resolved** that

- Members to write articles for the Summer Globe.
- M Jones to circulate anniversary costings.

#### 12. **Wylam Entrance Sign Placement**

Members discussed the placement of a fourth Wylam entrance sign on the Waggonway, the fourth entrance to the village.

**Resolved** that

- Members to review suitable areas on the Waggonway and report finding to the Clerk.
- Clerk to obtain a quote for the plinth.
- Clerk to obtain permission from NCC.
- Item to be added to the September agenda for review.

Signed: \_\_\_\_\_  
Chairman of Meeting

Date: \_\_\_\_\_

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**13. Wylam Community Flood Plan Update**

Following the presentation at the Annual Village Meeting, 5 further volunteers had been added to a WhatsApp group for flood alert updates. Members discussed a 'walkabout' of the village with the Wylam Flood Volunteers. The Clerk reported that Wylam Institute Committee had agreed that the Institute be a designated resilience hub for the village and this will be discussed further with Nigel Fisher, Civil Contingencies Officer, NCC.

**Resolved that**

- i. D Carney/Clerk to contact Flood Volunteers to arrange village walkabout.
- ii. Clerk to invite members to the meeting with Nigel Fisher.
- iii. Update to be provided at next meeting of the Parish Council.

**14. Finance**

Members reviewed receipts and payments, the Budget Update to May 2023 and bank reconciliations to 31 May 2023. The paper listing Annual Grants was received. The Clean River Group grant application was reviewed and approved pending confirmation of the Group's constitution and Clean River Group bank account details.

**Resolved that**

- i. The payments detailed in Appendix A be approved.
- ii. The Budget Update for May 2023 be received.
- iii. The bank reconciliations for May 2023 be received.
- iv. The Clerk to inform Clean River Group of the grant application decision.

**15. To review correspondence received**

Correspondence received was reviewed.

**Resolved that**

- i. The report at Appendix F be received.
- ii. The correspondence received since last meeting be noted and actioned where appropriate.

**16. Planning Matters**

Information on planning matters received was reviewed.

**Resolved that**

- i. The report at Appendix G be received.
- ii. C Percy to review the planning portal decision for application 23/00134/FUL – Oakwood Hall and report back to Clerk.

**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).**

**17. Riverside Footpath**

The Parish Council received the report from the latest monthly inspection.

**18. Minor items & items for the agenda of a future meeting**

- **Northumbrian Water Grant** – Clerk reported on discussions with NWL for support for Community Projects. Including work on the Charlie's Corner bus stop. Clerk to provide update at next meeting.
- **Fix my Street** – NCC has re-launched Fix my Street at an online event which the Clerk had attended. Clerk to provide further information to Members and share information on social media to encourage residents to report directly to NCC.

Signed: .....  
Chairman of Meeting

Date: .....

*Jonathan Carney* 11/09/2023

- **Village Camping** – Residents had reported a number of campers by the river and raised concerns about fires and littering. Members discussed camping and signage. Clerk will raise the issues around camping with the Community Police. Item to be added to the agenda for the next meeting.

**19. Date of next meeting**

Ordinary Meeting – Monday 11 September 2023 at 7pm.

The meeting closed at 8.50 p.m.

Signed: *Diana M. Carney* Date: 11/09/2023  
Chairman of Meeting