

Wylam Parish Council - Actions Arising from Meetings

Subject	Action	Who	Comment
Parish Council Meeting 12.12.22			
Falcon Centre	<p>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.</p> <p>Informal advice be obtained with regard to site potential and development options so that the PC is prepared when NCC does present its options.</p>	<p>Clerk</p> <p>C Percy</p>	<p>Chair and Clerk to meet with NCC individuals involved in the Falcon Centre Future. Email sent; response awaited.</p> <p>Contact associate and report back to Parish Council.</p>
Parish Council Meeting 13 February 2023			
Correspondence – NWA/MMB Community Project	Costings for refurbishment of bus stop to be obtained	Clerk	<p>Contact at NWA has retired unexpectedly, Clerk arranging meeting with Communications Team.</p> <p>Contractor asked for quote for roof repair. Artist on hold following repair of roof. NWA asked for update.</p>
Parish Council Meeting 13 March 2023			
NCC Speed Surveys	Seek an update from NCC	Clerk	Clerk asked Cllr Waddell for contact at NCC for this information. Cllr Waddell has a copy and will send to the Clerk.
Parish Council Meeting 17 April 2023			

Haughs LNR Tree Work - Oaks	The sum of £1,500.00 be vired from the project budget to the Nature Reserve Budget to cover the cost of this work.	Clerk	Clerk working with Rialtas on the transfer.
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.
Climate Change Action Group	Northumbrian Water and Land Registry to be contacted in connection with sewer mapping and land ownership	Clerk	Ongoing
Library Signage	Clerk to contact NCC regarding lack of signage for the library	Clerk	Signs on the road would not be allowed. Clerk meeting Margaret on 19 October to discuss this and other signs.
Parish Council Meeting 12 June 2023			
Points Bridge	Seek update from NCC re timescale for repainting	Clerk	NCC have painted over the graffiti on the bridge, but are not satisfied with the coverage, and are sourcing better paint. Date of completion tbc.
Finance – Internal Auditor	Due to the retirement of our current Internal Auditor a new Auditor is required. Clerk has spoken to a Wylam resident who may be interested in taking up this role.	Clerk	Clerk to arrange phone call between current IA and possible new IA.

Planning Matters	Decision on application 23/00134/FUL – Oakwood Hall to be reviewed and report back to next meeting	C Percy	Clerk sent C Percy a copy of the paperwork
Parish Council Meeting 10 July 2023			
Volunteer Tree Warden	Unscheduled Tree Felling	L Bray/Clerk	To continue to monitor unscheduled tree felling and inform Clerk of situation.
	The Sycamores to the south of the allotments be re-coppiced by volunteers if possible.	L Bray	
	<p>The Climate Change Nature Recovery and Tree planting proposals be progressed via the Climate Action Group and Parish Council as necessary with public consultation being carried out at the appropriate time before any final proposals are agreed and actioned.</p> <p>Proposals for the management of the corner of Station Road and Wylam Wood Road be considered in more detail at a future meeting of the Parish Council.</p> <p>The resident be advised that the Parish Council has no objection to bird and bat boxes being erected in the trees on the Pit Heap.</p> <p>Suitability of further planting due to water pipes and tunnel, clarification from the Tree Warden needed</p>	Clerk/L Bray	NCC are doing a cat scan of the area and will update once completed. Clerk and L Bray to follow up.
Grassed Zones Policy	Policy to be prepared and presented at future meeting.	Clerk/A Armstrong	Draft grass zones policy to be prepared for discussion at PC meeting.

Jackson Road	Clerk to write to residents of Jackson Road reconfirming that weed killer is not to be used and advise of NCC grass cutting.	Clerk	Letter to be sent to residents
Wylam Sign Placement	Members to review suitable areas on Waggonway	All	Ongoing
	Clerk to obtain quote for the plinth and permission from NCC	Clerk	Response received to be discussed at meeting.
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 11 September 2023			
Email and Website	Migration of Parish Council emails and website	Clerk/M Jones	M Jones has access and councillors to provide input support.
NCC Street Sweeping/Blocked drains	A number of drains have been unblocked. Blocked drains remain a problem in the village. M Hadden/Flood Volunteers to inform Clerk which drains remain blocked for reporting via FixMyStreet	Clerk/M Hadden/Flood Volunteers	Blocked drains have been sent to NCC and some drains have been unblocked and streets swept. M Hadden/Flood Volunteers to inform Clerk of drains that remain blocked.
Winter Globe	Deadline for Winter Globe is October. Articles to be suggested and written by Councillors. Social media call for articles.	All/Clerk	Ongoing
Parish Council Publicity	Regular monthly updates, on the issues considered at Parish Council meetings, be prepared and issued as soon as possible after each meeting.	Clerk/D Carney	Ongoing.
Village Trees and Green Spaces	Tyne View Trees	Clerk	Quote received and approved. Clerk to organise date with

	The proposal to pollard the trees on the riverbank at Tyne View be advised to adjacent residents.		TVW and write to residents with an update on method statement and dates. TVW asked for a more detailed method statement for this work
	<p>Charlies Corner Charlies Corner proposal included in summer globe.</p> <p>Proposal still to be displayed across village for comment by November meeting.</p>	L Bray	<p>Proposal in summer globe. Clerk to collate comments.</p> <p>Proposal to be displayed on notice boards, charlies corner, library and social media. Clerk to organise and collate comments received.</p> <p>Paper reviewing comments to be reported at November meeting.</p>
	<p>Engine Dene Inspection from NCC for management of trees at Engine Dene</p>	Clerk	Email sent to Michael Armer re inspection in village of Engine Dene and riverside tree.
	<p>Jackson Road/The Dene Inspection and quotes for work required to trees at Jackson Road/The Dene</p>	Clerk	Organise inspection and quote from Tyne Valley Woodlands. Email sent awaiting response.
	<p>Invasive Plants L Bray and Volunteers to monitor invasive plants and report to Clerk</p>	L Bray/Volunteers/Clerk	Ongoing. Clerk asked for update from NCC on work completed.
Litter Pick	Dates for litter pick confirmed. Poster for social media and notice boards to be designed.	Clerk/A Armstrong/M Jones	Dates circulated on social media.
Road Safety Working Group	Meeting to be arranged and update at next meeting	Clerk	Next meeting on 26 October

Museum and Heritage Group	Meeting with National Trust for future plans taking place on 9 November.	Clerk/C Percy	Update to be given at next meeting.
Village Signage Review	Policy review to be added to a future agenda. Clerk to meet with village groups about signage and report back to future meeting	Clerk	To be added to a future agenda
LTP 24/25	Plan submitted quickly due to changed deadline.	Clerk	To be discussed at next road safety working group.
Riverside Camping and Community Police Update	Monthly meetings continue to be helpful for CP and WPC. Co-op security door approved. Suggestions received for camping signage	Clerk	Signage to be discussed at the next meeting Clerk to inform CP and Co-op on decision of WPC.
Wylam Community Flood Plan	Volunteer Flood Wardens continue to monitor the village following flood alerts.	C Percy/Flood Warden Volunteers	C Percy to update volunteers of EA flood action alerts. C Percy to update at next meeting
Village Handyman	Following appraisal, M Hadden to organise required equipment. Clerk to organise training	Clerk/M Hadden	M Hadden to purchase boots and waterproof trousers and coat. Links to screwfix in hexham shared with Matthew. Clerk to organise manual handling and COSH training.
Village walkabout – Trees	Cross working promotion via walk about with NCC tree officers.	Clerk/All	Clerk to contact NCC for dates.

Other issues:

Policy Reviews	Review all Council policy documents. Prepare spreadsheet with review dates. To include:	Clerk	In progress
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	<ul style="list-style-type: none"> ➤ Risk Management Statement ➤ Volunteer Policy/Details form 		
Risk Assessment Reviews	Review existing risk assessments and revise as necessary. Prepare spreadsheet with review dates	Clerk	In progress
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?