



## WYLAM PARISH COUNCIL

### MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 8th April 2024

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

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

**Questions from Members of the Public.**

No members of the public were present.

**Report from County Councillor H Waddell.**

County Councillor H Waddell was not in attendance.

**Report of the Volunteer Tree Warden (Liz Bray)**

The Volunteer Tree Warden's report was received by members. Work at Jackson/Hedley road has been completed with small shrubs uncovered undergrowing trimmed and felled trees. NCC to be informed that the shrubs are to be encouraged to grow. The Oak on Jackson Road requires additional work with a quote to be obtained from Tyne Valley Woodlands. TPO Revocation Orders are to be discussed at the July meeting.

**Resolved that**

- i. Clerk to contact Tyne Valley Woodlands to obtain a quote for the Jackson Road Oak Tree.
- ii. Clerk to inform NCC about areas to be strimmed.
- iii. Clerk to add TPO Revocation Orders to the July agenda.

**1. Apologies for absence.**

County Councillor H Waddell, Councillors L Barker, J Hanley.

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

None declared.

**3. Minutes of the Meeting held on 11<sup>th</sup> March 2024**

**Resolved that:**

- i. The Minutes of the Ordinary Parish Council Meeting held on 11<sup>th</sup> March 2024 to be confirmed as a correct record and signed by the Chair.

**4. Clerk's Report.**

The Clerk's Report had been circulated to Members. The document was discussed. The Clerk gave further information on the Network Rail survey on biodiversity along the railway line. Councillors and Voluntary Tree Warden to explore the webinar for further information. Members discussed a potential grant application from Wylam Community Cinema.

**Resolved that:**

Signed: Diana M Carney Date: 08/04/2024  
Chair of Meeting

- i. The report be received.
- ii. Clerk to re-circulate link to Network Rail webinar and survey.
- iii. Clerk to inform Wylam Community Cinema that a grant application would be welcomed by the Parish Council.

#### 5. Wylam Parish Council Advisory Groups Update

##### ● Road Safety Working Group

Meeting taking place on 11th April.

Resolved that

- i. Update to be given at the May meeting.

##### ● Museum and Heritage Working Group

C Percy met with the National Trust. The grant application from Wylam Winter Tales for the Rail 200 celebration has been delayed and is expected at the May meeting.

Resolved that

- i. Clerk to meet with National Trust re marketing of Volunteer opportunities.
- ii. Clerk to meet with National Trust re charges for guided walks.
- iii. Clerk to liaise with Wylam Winter Tales regarding grant application.

##### ● Haughs Local Nature Reserve Management Group

No meeting has taken place.

##### ● Wylam Litter Group

No update given.

##### ● Climate Action Group:

No report was tabled for this meeting. It will be deferred to the Parish Council's July agenda.

Resolved that:

- i. J Hanley to prepare a report outlining all activities of the Climate Action Group and the Clerk to circulate this in advance to members.
- ii. This report and future of the group to be considered by the Parish Council at its July meeting.

#### 6. Spring Globe

Spring Globe to be printed in April. Members discussed articles required and who would be responsible for writing articles.

Resolved that:

- i. Members to prepare content for Spring Globe.
- ii. M Jones to circulate outline and list of outstanding articles.

#### 7. Hagg Bank Play Area Scheme

Members reviewed the options for an additional piece of play equipment for Hagg Bank Play area. Residents, especially younger members of the community need to be consulted. This will be done via an article to be published in the Spring Globe with options for play equipment and via social media. Item to be added to July agenda.

Resolved that:

- i Article to be published in the Spring Globe.
- ii Scheme to be publicised via social media.

Signed: *Hannah Carney*  
Chair of Meeting

Date: *08/04/2024*

iii M Jones to circulate the outline Globe and list of outstanding articles.

#### 8. Wylam Community Flood/Resilience Plan

The Volunteer Flood Warden Group continues to monitor flooding hotspots in the village. No further meeting of the group has taken place. The Clerk will meet with Wylam Institute Committee at their July meeting on 3rd July.

**Resolved that:**

- i. Lead Flood Warden to continue to update volunteers of action notifications.
- ii. Lead Flood Warden to provide update at next meeting.
- iii. Lead Flood Warden to organise meeting of Wylam Community Flood Group.
- iv. Lead Flood Warden to arrange training with Environment Agency.
- v. Clerk to report on meeting with Wylam Institute Committee at July meeting.

#### 9. Neighbourhood Plan Update

Questionnaire is in draft form and is to be reviewed.

**Resolved that:**

- i. D Carney, A Armstrong and L Barker to review the draft questionnaire.
- ii. Members to review the draft questionnaire at May meeting.

#### 10. Asset Inspection and Asset Register

The report had been circulated to members. The document was discussed. The Clerk gave an update on the Parish Council assets. It was noted that one litter bin is to be replaced and an updated valuation of the War Memorial is to be obtained.

**Resolved that**

- i. The report be received.
- ii. Clerk to obtain quote for replacement litter bin.
- iii. Clerk to obtain valuation of the War Memorial, including the brass plaques.

#### 11. Finance

Members reviewed receipts and payments, the Budget Update to March 2024 and bank reconciliations to February 2024.

**Resolved that:**

- i. The payments detailed in Appendix F be approved.
- ii. The Budget Update to March 2024 be received.
- iii. The Bank reconciliations to February 2024 be received.
- iv. The quotations detailed in Appendix I be approved.

#### 12. To review correspondence received

Correspondence received was reviewed.

**Resolved that:**

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

#### 13. Planning Matters

The information on planning matters was received.

**Resolved that:**

- i. The report at Appendix K be received.

Signed: Diana M Carney  
Chair of Meeting

Date: 08/04/2024

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).

**14. Riverside Land**

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

**15. Ovingham Joint Burial Committee update**

The Chair updated members on the current issues relating to Cemetery Lodge. A further update would be given at the May meeting following the OJBC meeting on 16th April 2024.

**Resolved** that:

- i. OJBC to be added to the May agenda.

**16. Neighbourhood Plan - additional information**

A meeting with NCC is to be confirmed. Following the meeting members would be updated on outcomes.

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

- Wylam Parish Council's Summer picnic date was confirmed as 26<sup>th</sup> May 2024 at 1.30pm
- Philips Brooks archive to be discussed further by members.
- The Silent Soldier at the War Memorial had snapped in two and had been removed. NCC to remove the remaining metal posts.

**Resolved** that:

- i. Final version of Spring Picnic invite to be approved.
- ii. Clerk to obtain quotes for printing of Spring Picnic invitation.
- iii. Philip Brooks archive to be added to July agenda.
- iv. Clerk to contact NCC to remove Silent Soldier posts.

**18. Date of next meeting**

**Annual Meeting - 13th May at 7pm**

The meeting closed at 8.55pm.

Signed: *Diana McCarney*  
Chair of Meeting

Date: *08/04/2024*