

# MINUTES OF THE ONLINE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON 28 OCTOBER 2020

**PRESENT** Councillor W Clouston, Chair of the Council together with Councillors: Mrs E S Buckley, C G Curry, N M Oliver, M F Griffin, S Ahmed, L Rogers and M J Stone.

## 1020.01 RESIDENTS

- a) **Milkwell Development.** It was noted that a gateway had been created in the hedge between Corbridge Middle School and the Riggs. Concerns were expressed that The Riggs could become a drop off/pick up point. Cllr N M Oliver will speak to the School and pass on the concerns. Any reports of this should be reported to Cllr N M Oliver in the first instance.

**1020.02 APOLOGIES.** Apologies received and accepted from Cllr Mrs M V Kemp.

**1020.03 DECLARATIONS OF INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 1020.08 as a member of Northumberland County Council Planning Committees.

**1020.04 MINUTES.** It was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley, and AGREED to accept and approve the minutes of the meeting held on 23 September 2020.

**1020.05 ACTIONS ARISING FOLLOWING THE MEETING HELD ON 23 SEPTEMBER 2020.** All actions are covered within the agenda.

## 1020.06 FINANCE/ADMINISTRATION

- a) **Accounts for payment.** It was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley, and AGREED to approve the items of expenditure on the list, previously circulated (Appendix A).
- b) **Budget Report and Bank Reconciliation.** It was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley, and AGREED to accept and approve the Budget Report and Bank Reconciliation for the period up to 30 September 2020.
- c) **To consider request for Grant Aid from Corbridge Cricket Club.** It was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley, and AGREED to contribute £250 to the Cricket Club for their electronic scoreboard project. Cllr N M Oliver had given a £2000 contribution from his Small Member Scheme.
- d) **To consider request for Grant Aid from the Great North Air Ambulance.** It was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley, and AGREED to give a £250.00 contribution.

**1020.07 PLANNING DECISIONS.** It was proposed by Cllr Mrs E S Buckley, seconded by Cllr M J Stone, and AGREED that the Council receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated. (APPENDIX A)

**1020.08 PLANNING APPLICATIONS.** It was proposed by Cllr Mrs E S Buckley, seconded by Cllr M J Stone and AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (APPENDIX B)

**1020.09 CORRESPONDENCE.** Correspondence and information items received since the September meeting had been listed on the agenda and were noted. APPENDIX D. Most items had already been circulated to all Councillors by email.

- a) **Corbridge Heritage Trails.** It was noted that Corbridge Heritage Trails is to dissolve the Charity on 31 December 2020. Two trails, the Historic Corbridge Trail and Historic Fortifications Trail were completed in 2012 and a small amount of NCC by NCC remains to complete the Historic Dilston Trail. The Parish Council expressed their thanks to Corbridge Heritage Trails and in particular David Waugh who have worked tirelessly to create the 3 Historic Walks around Corbridge.

## 1020.10 TO RECEIVE REPORTS FROM WORKING/LIAISON GROUPS AND UPDATE FROM CHAIRMAN AND COUNTY COUNCILLOR

### 01. Chairman's Report.

**Neighbourhood Plan.** A meeting is to be held on 29 October with Jenny Ludman the Planning Consultant to discuss how to approach the Neighbourhood Plan. It is expected the Neighbourhood Plan can be created using a slimmed down, more streamline approach. It is important to reach out to key landowners at the beginning of the process. A report will be given at the next meeting.

**Corchester Field.** Outline proposals had been submitted to Historic England. These included the refurbishment of the pavilion, replacement of the fence, creation of cycle parking and tree planting. Historic England are supportive of the proposals with the exception of the tree planting. A formal application will need to be made to submitted for Schedule Monument Consent.

**Railings.** The sandstone plinths are to be delivered next week and arrangement are being made to paint the railings although this is weather dependant. It may be that the railings will not be installed under Spring 2021.

**Parish Hall.** The photographs of Corbridge are being hung in Parish Hall and this should be completed shortly.

- a) **To consider fee proposal from Robinson Landscape Design for the design and concept work for Corbridge Market Place.** The proposal is to split the work into 2 phases with the cost of the first phase being £4000. The first phase will be a conceptual design in 2D, establishing the kerbs to enable the design to be approved by NCC. This will establish the legal boundaries of what is possible. The second phase will create the detail being mindful of residents and businesses that

share the space. It was proposed by Cllr Mrs E S Buckley, seconded by Cllr M J Stone, and AGREED to accept the fee proposal from Robinson Landscape Design and move forward with the project.

- b) **To consider promoting a wider 20mph limit within Corbridge.** The Parish Council had submitted a 20mph limit as one of their priorities in the 2021-22 Local Transport Plan Programme. Although submitted, this will be prioritised with all requests in the County. Cllr N M Oliver advised that the traffic reducing measure studies for Aydon Road and Newcastle Road are still to be carried out. Once the studies have been carried out by NCC, recommendations will be made to the Parish Council with a view to implementing. Speeding on Newcastle Road was discussed, and it was noted the Vehicle Activated Sign is not working. This will be investigated. Cllr M J Stone had been contacted by a resident who has problems crossing Main Street. Various options had been looked into previously by the Parish Council. Cllr M J Stone had monitored traffic over a 2 week period in various locations around Corbridge where the average speeds in all locations were found to be over the speed limit. Cllr N M Oliver gave an update on the Community Speedwatch Scheme which is currently under review. It is hoped this will be reinstated soon. Cllr Oliver had met with Inspector Neill to request speeding enforcement in Corbridge.

**02. County Councillor Report.** Cllr Oliver gave his verbal report on matters relating to Corbridge and Northumberland County Council.

**Highway Matters.** The handrail on Appletree Lane is still waiting to be installed. Priory Gardens is currently being resurfaced and should be completed this week.

**Reopening of Library.** Cllr N M Oliver advised that there was some hesitation by NCC to open the library in Corbridge. A temporary cleaner had been found and can start immediately. Cllr Oliver will continue to pursue this.

**Newcastle Road Planning Application.** It is expected that a decision will be made on this application soon. If the Planning Officer is minded to approve this application, then this will be sent to Committee to make the final decision.

**Climate Change Project.** Discussions are taking place with NCC Officers to provide an electric bike scheme from the railway station. It is hoped further information will be available by the next meeting. There is the potential opportunity for a whole of village energy scheme. This would include the Parish Hall, Cemetery Lodge, Milkwell Development Houses, and the Library. It was AGREED to set up a sub-committee to take this forward. Cllr M J Stone will join this committee. Additional councillors would be welcome to join and should contact Cllr Oliver direct.

**Covid-19 Response.** It was noted that the Covid rates in Northumberland are levelling off. There are 5 cases in Corbridge. On Tuesday, the hospitals in Northumbria were amply resourced with sufficient beds.

**Car Park Extension.** Nothing to report. Cllr N M Oliver is hoping for an update at the next Parish Council Meeting.

- 03. To consider planting schedule and locations for the free tree pack supplied by NCC.** The tree pack from NCC will be picked up on 3 December 2020. The following areas were suggested to plant the trees; The Chains (behind the play area), Barclays Garden, Wellbank Green and Stanners Wood. Cllr W Clouston is to take advice on the planting of the trees.

- 04. To consider Cllr M F Griffin's recommendation to withdraw from LA7 to enable Northumberland to be treated separately regarding the new Covid 19 3 Tier Govt restrictions.** Cllr N M Oliver advised that NCC is discussing the issue regularly with the leaders of the LA7 and government. It was AGREED this was not a Parish Council matter and the Parish Council would not pursue this recommendation.

**1020.11 ANY URGENT BUSINESS ALLOWED BY THE CHAIRMAN [FOR INFORMATION PURPOSES ONLY]**

- a) **NCC GROUNDWORKS CONTRACT.** Cllr M F Griffin requested that the Parish Council obtain the breakdown costs of the contract with NCC. It had been agreed at the last meeting that these would be obtained at the end of the year with a view to putting the grass cutting element of the contract out to tender.

**1020.12 ITEMS FOR INFORMATION ONLY / ADDITIONAL COMMENTS FROM RESIDENTS.** It was reported that the Vehicle Activated Sign on Stagshaw Road is not working correctly. This will be investigated.

**1020.13 DATE OF NEXT MEETING.** The next meeting of Corbridge Parish Council will be held on Wednesday 25<sup>th</sup> November 2020 at 7.00pm. NALC/SLCC advice is for Parish Councils to meet virtually. Should this advice change, meetings will be held in Corbridge Parish Hall.

## APPENDIX A

### PLANNING DECISIONS

Number	Description	Decision
20/02226/VARYCO	Variation of condition 2 (Approved Plans) pursuant to planning permission 17/04344/FUL to rotate the lantern, removal of fireplace, new window to ceiling and a pocket door between living and kitchen. 11 Lion Court, Station Road, Corbridge	GRANTED
20/00412/FUL	Works for the installation of new timber structure garden room within the ex garden area of the public house, new timber servery The Dyvels Hotel, Station Road, Corbridge	WITHDRAWN

## APPENDIX B

### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 23 SEPTEMBER 2020

Number	Description	Comment
20/03100/LBC	Listed building consent for alterations inc raising roof to form new office in stone outhouse Stone Outbuilding, Aydon House, Corbridge	Mr P Scrope
20/03102/FUL	Single storey garden office for physiotherapy business Yoton, The Stanners, Corbridge	Mr P Hobrough
20/03392/FUL	Side extension to garage including replacement of existing flat roof with lean to roof and conversion of associated internal areas into habitable accommodation. 5 Aydon Way, Corbridge	Ms H Taylor
20/03341/FUL	Works for the installation of new timber structure garden room within the external garden area of the public house including new timber servery The Dyvels Hotel, Station Road, Corbridge	Mrs L Kerr
20/03344/FUL	Proposed granny annex to rear curtilage of existing semi detached property 24 St Helen's Lane, Corbridge	Mr K Briganti

## APPENDIX C

SENDER	
Great North Air Ambulance	Request for grant aid
Corbridge Cricket Club	Request for grant aid
Resident	Speeding on Stagshaw Road and request for 20mph
Corbridge Heritage Trails	Dissolution of charity and thanks to Parish Council
Information items	
NALC	eNews – weekly
Northumberland County Council	Temporary Road Closure Order – U8191 Priors Gardens/Cow Lane/Stagshaw Road – carriageway resurfacing works 24 <sup>th</sup> October – 14 <sup>th</sup> November 2020
Community Action Northumberland	CAN eNews – October 2020
National Assoc of Local Councils	LCR Magazine – Summer 2020

**APPENDIX D**

**ACCOUNTS FOR PAYMENT ON 28 OCTOBER 2020**

Payee	Description	Chq issued	VAT	Net amount	Chq no	Invoice no
Rentokil Initial	Washroom supplies	179.18	29.86	149.32	DD	33632546
BT Plc	Parish Hall telephone/WIFI	103.18	17.20	85.98	DD	M052 XA
Engie Gas Ltd	Parish Hall gas supply	151.19	7.20	143.99	DD	1-00400147
Everflow Water	Parish Hall water rates	9.40		9.40	DD	707184
EE	Mobile phone contracts	46.28	7.71	38.57	DD	V01804406512
H M Revenue & Customs	PAYE – October 2020	524.08		524.08	BACS	
TWPF	Pension contributions – October 20	785.95		785.95	BACS	
Corona Energy	Parish Hall electricity supply	46.05	2.19	43.86	DD	811211
Corona Energy	Cemetery electricity supply	20.43	0.97	19.46	DD	811214
PPL PRS	Music licence for Parish Hall	858.30	143.05	715.25	BACS	1513898
Sport Tynedale	Grant aid 2020/21	250.00		250.00	BACS	2021
Charlotte Straker Project	Grant aid 2020/21	1000.00		1000.00	BACS	2021
A Curtis Window Cleaning	Parish Hall and bus shelters	70.00		70.00	BACS	
Came and Company	Insurance renewal	3709.46		3709.46	BACS	36861143
C R Reed Garden Services	Hedge cutting, strimming, grass cutting	540.00		540.00	BACS	98
Swansons of Hexham Ltd	Replacement of alarm door contacts	87.54	14.59	72.95	BACS	000001702
Dilston Farms	Allotment site rent	60.00	10.00	50.00	BACS	SI20/115
Mrs A Senior	Expenses – postages/travel	205.20		205.20	BACS	E005
Amazon	Paint for railings and Parish Hall	148.76	24.80	123.96	BACS	362512861
Amazon	Cemetery admin Printer ink	25.98	4.33	21.65	BACS	343219689
Northumberland CC	Refuse collection	481.01	80.17	400.84	BACS	146427646517
Amazon	Fogger machine – Parish Hall	132.78	22.13	110.65	BACS	202060057
First Aid Warehouse	Defibrillator pads	26.32	4.39	21.93	BACS	100020894
ICO	Data protection fee renewal	40.00		40.00	BACS	ZA219449
C R Reed Garden Services	Hedge cutting	430.00		430.00	BACS	99
N Oliver	Telephone contract – community helpline	42.00		42.00	BACS	160049150 2944
Diamond Business Systems	Photocopier Maintenance contract	14.74	2.46	12.28	BACS	129807
Swansons of Hexham	Security lighting – Cemetery Chapels	655.10	109.18	545.92	BACS	0000001770
West Northumberland CBC	Subscription 2020-21	35.00		35.00	BACS	
C R Reed Garden Services	Grass cutting	275.00		275.00	BACS	92
Anglian Water	Water rates – cemetery chapels	15.59		15.59	DD	8002468
Robson Print	Corbridge Matters – November 20	983.00		983.00	BACS	35480
Northumberland CC	Grounds maintenance SLA	12129.28	2021.55	10107.73	BACS	211982
C R Reed Garden Services	Hedge cutting	135.00		135.00	BACS	100
Peter Rodger	Production of Corbridge Matters	225.00		225.00	BACS	2017-74
RBL Corbridge Branch	Grant aid	250.00		250.00	BACS	
Staff Wages	November 2020	2417.57		2417.57	BACS	2108

**INCOME RECEIVED SEPTEMBER 2020**

<b>Reference</b>	<b>Detail</b>	<b>Credited</b>	<b>Date</b>
Art Class	Parish Hall hire	200.00	01.09.20
Dilston WI	Parish Hall hire	10.00	02.09.20
Finale Showroom	Parish Hall hire	58.50	04.09.20
Northumberland County Council	Precept payment	64000.00	07.09.20
C Taylor	Parish Hall hire	100.00	10.09.20
C Urwin	Cemetery lodge rent	500.00	15.09.20
Forum Books	Walking book sales	25.00	15.09.20
TimePiece Trading Ltd	Parish Hall hire	140.00	16.09.20
Finale Showroom	Parish Hall hire	30.00	21.09.20
C Taylor	Parish Hall hire	105.00	21.09.20
Karate	Parish Hall hire	50.00	25.09.20
HMRC	VAT refund	1168.52	30.09.20