

MINUTES OF THE ONLINE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON 16 DECEMBER 2020

PRESENT: Cllr W Clouston, Chairman of the Council together with Cllrs Mrs E S Buckley, N M Oliver, C G Curry, Mrs J Neal, S Ahmed, Mrs M V Kemp, L Rogers, M J Stone and M F Griffin

- 1220.01 **RESIDENTS:** Residents present had no matters they wished to raise.
- 1220.02 **APOLOGIES FOR ABSENCE.** None
- 1220.03 **TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE.** Cllr N M Oliver declared a personal and prejudicial interest in item 1220.08 as a member of Northumberland County Council's Planning Committees.
- 1220.04 **TO SIGN AND APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 25 NOVEMBER 2020.**
It was proposed by Cllr W Clouston, seconded by Cllr N M Oliver and AGREED to accept approve the minutes of the meeting held on 25 November 2020 as an accurate record.
- 1220.05 ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 25 NOVEMBER 2020.**
- a) **Street Lighting.** Minute 1120.10.04 refers. This is still to be followed up. Cllrs N M Oliver and C G Curry to follow this up.
 - b) **Survey.** Minute 1120.10.03 refers. Unfortunately, the request for contributions had missed the deadline of the last issue of Corbridge Matters. A request will be placed in the next issue.
- 1220.06 **FINANCE/ADMINISTRATION.**
- a) **Accounts for payment.** It was proposed by Cllr W Clouston, seconded by Cllr N M Oliver and AGREED to approve the items of expenditure on the list, previously circulated. (Appendix D).
- 1220.07 **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).
- 1220.08 **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).
- 1220.09 **CORRESPONDENCE.** Correspondence and information items received since the November meeting had been listed on the agenda and were noted. (Appendix C). Most items had already been circulated to all Councillors by email.
- 1220.10 **TO RECEIVE REPORTS FROM WORKING/LIAISON GROUPS.**
- 1220.10.01 **Chairman's Report.**
 - a) **Neighbourhood Plan.** Cllrs W Clouston and N M Oliver had met with David English and Rob Murfin, NCC to discuss progressing the Neighbourhood Plan. They advised to proceed with a slimmed down version of the original proposal and focus on 2 – 3 site specific areas. A meeting with key landowners will be arranged in the New Year, covid regulations permitting.
 - b) **Co-op Railings.** The railings and sandstone plinths are stored in one of the Cemetery Chapels. Unfortunately, it is too cold to paint the railings so this will be progressed in 2021 once the weather is warmer.
 - c) **Market Place.** Robinsons Landscape Architects now have the plans and will be progressing the scheme.
 - d) **Tree Planting.** The pack of 30 free trees from NCC is due to be picked up on 17 December and arrangements will be made to plant them in various areas in Corbridge.
 - 1220.10.02 **County Councillor's Report.**
 - a) **Devil's Water Project.** The Environment Agency is carrying out a £1.1m flood defence scheme, raising the defences towards the bridge at Dilston. Work is to begin in January and will be completed in stages to enable the footpaths along the river towards Dilston to remain open. There may be some diversions while work is carried out.
 - b) **Library.** The library reopened last week and the opening hours are Wednesday and Friday 10am – 3.00pm and Saturday 10.00am – 1.00pm. There are no volunteers working in the library currently with only one member of staff.
 - c) **Legal Advice.** Cllr N M Oliver had met with Ward Hadaway to discuss the Market Place issues and the car park extension. He will be progressing this to resolution. Cllr N M Oliver is to meet with Miles Joyce to discuss the allotment issues.
 - d) **Covid-19 Update.** It was noted there had been a Covid-19 outbreak in Corbridge with 23 cases however this was in an isolated setting. It was also noted that cases were increasing along the Tyne Valley with a significant outbreak in Haltwhistle.
 - e) **Pumping Station Upgrade.** Work is due to start on the replacement pumping station and associated sewers at Dilston Haugh. Northumbrian Water will be using the skatepark as a site compound during the works. Cllr N M Oliver is to contact

Northumbrian Water to discuss the community contribution promises which will be used to upgrade/replace the skate ramp.

- f) **Speed Initiatives.** It was noted that there had been a collision between a pedestrian and car on St Helen's Lane. Cllr N M Oliver had written to NCC and the Northumbria Police Inspector including a letter from the gentleman involved in the collision to try and accelerate a 20mph speed limit in Corbridge. Cllr N M Oliver had also requested some community enforcement and the reinstatement of the Community Speedwatch Scheme. Cllr Mrs J Neal has a list of volunteers willing to participate in a Community Speedwatch Scheme in Corbridge.
- g) **Street Lighting.** The street lighting in the village car park has had significant fault which are hoped to be resolved by Christmas.

1220.10.03 **To receive report from Cllr W Clouston following discussions with NCC regarding the Groundworks Contract.** The Finance and General Purposes committee had met with David Hunt, NCC to discuss the Groundworks Contract. Cllr W Clouston gave some background to the contract and how the contract came about in 2013. The current cost of the contract which includes all Cemetery works including Administration and various grass/hedge cutting and waste disposal is £40,430. This contract also includes a TUPE arrangement for a member of staff therefore any contractor taking on the work would need to take on the member of staff included in this arrangement. Cllr W Clouston suggested 3 options for the Parish Council to consider; 1. Retain the contract with NCC; 2. Bring all work included in the contract back in house; 3. Put the contract out to tender. A lengthy discussion took place and Cllr M F Griffin proposed that the grass cutting element of the contract be put out to tender. Cllr M J Stone then proposed that the Parish Council retain the contract with NCC, this was seconded by Cllr Mrs E S Buckley and AGREED by the Parish Council. Cllr M F Griffin did not support this proposal.

1220.10.04 **To consider recommendations from the Finance and General Purposes Committee.** The Finance and General Purposes Committee had met on 7 December and the minutes of the meeting had been circulated to all Councillors. The following recommendations were made:

- **Precept.** Cllr M F Griffin recommended that in support of Covid 19 Recovery for our Community, no increase in the Council Tax Charge to Corbridge Households for the 2021/22 Budget Year. It was proposed by Cllr C G Curry, seconded by Cllr M J Stone and AGREED there would be no increase in the precept for the financial year 2021/22. The precept will be frozen at £128,000.
- **Grass Cutting Contract.** It was proposed by Cllr C G Curry, seconded by Cllr Mrs E S Buckley and AGREED to accept the quote from GMS Ltd for £5,940 + VAT. It was noted that there may be additional maintenance work required as and when needed.
- **Work required in Corbridge Cemetery.** A quote had been received from Shottons to install a drainage field at Corbridge Cemetery and install a drain from the entrance gateway to the drainage field at a cost of £3,027 + VAT. This work is needed to support the septic tank which services the Cemetery Chapels and Cemetery Lodge. After discussion, it was proposed by Cllr M J Stone, seconded by Cllr Mrs E S Buckley and AGREED to accept the quote from Shottons.

1220.11 **ANY URGENT BUSINESS ALLOWED BY THE CHAIRMAN (FOR INFORMATION ONLY).** Nothing to report.

1220.12 **OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUES RAISED.** Nothing to report.

1220.13 **DATE OF NEXT MEETING.** The next meeting of the Parish Council will be held on Wednesday 27th January 2021 at 7.00pm via Zoom. Face to face meetings will recommence when regulations allow and it is safe to do so.

APPENDIX A

PLANNING DECISIONS RECEIVED UP TO 16 DECEMBER 2020

| Number | Description | Decision |
|--------------|--|----------|
| 20/03102/FUL | Single storey garden office for physiotherapy business Yoton, The Stanners, Corbridge | GRANTED |

APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 16 DECEMBER 2020

Planning applications listed are normally available for inspection by Councillors at the Parish Hall prior to the date of the Council meeting. Minute 2675f refers.

| Number | Description | Applicant |
|------------------------------|---|-----------------|
| 20/02861/FUL | Retrospective: Proposed replacement rear garden shed 15 Princes Street, Corbridge | Mrs Darby |
| 20/03643/FUL | Retrospective – Air Source heat pump installation Ash Tree Cottage, Prospect Hill, Corbridge | Mr J Galpin |
| 20/03550/FUL | Construction of a first floor rear orangery extension with bi folding doors to front onto a composite decking area with spiral staircase. Glass ballustrades around perimeter, double glazed sky pod roof system and upvc double glazed windows Saxby House, Station Road, Corbridge | .M Pounder |
| 20/03942/FUL | Demolition of single storey extension and replacement with single storey extension and increased parking area to front of property 31 Windsor Terrace, Corbridge | Ms H McChlery |
| 20/03924/FUL | Variation of condition 2 (approved plans) pursuant to approved planning application 20/02115/FUL to enable additional insulation through increased wall thickness and to change the roof detail Blandings, Greencroft Avenue, Corbridge | Mr & Mrs Larman |
| 20/03915/FUL 20/03916/LBC | Retrospective: Alterations to stone outhouse, raise roof, form new office, install external stair access, form new dormer window and replace roof covering. Stone Outbuilding. Aydon House, Corbridge | Mr P Scrope |

APPENDIX C

CORRESPONDENCE RECEIVED SINCE THE NOVEMBER 2020 MEETING

| SENDER | MOST OF THESE HAVE ALREADY BEEN FORWARDED TO COUNCILLORS BY EMAIL | Emailed |
|--------------------------|---|---------|
| Environment Agency | Corbridge Flood Defence Improvements Scheme – update Dec 2020 | x |
| PCC of Corbridge | Thank you letter for grant aid | x |
| Tynedale Hospice at Home | Thank you letter for grant aid | x |

INFORMATION ITEMS

| SENDER | | Emailed |
|--|----------------------------|---------|
| NALC | eNews – weekly | x |
| Community Action Northumberland | CAN eNews – November 2020 | x |
| Tyne Valley Community Rail Partnership | Newsletter – December 2020 | x |

APPENDIX D

ACCOUNTS FOR PAYMENT ON 16 DECEMBER 2020

| Payee | Description | Chq issued | VAT | Net amount | Chq no | Invoice no |
|---------------------------------|-------------------------------------|------------|--------|------------|--------|------------------|
| Rentokil Initial | Washroom supplies | 189.86 | 31.67 | 158.29 | DD | 33706686 |
| BT Plc | Parish Hall telephone/WIFI | 103.18 | 17.20 | 85.98 | DD | |
| H M Revenue & Customs | PAYE – December 2020 | 477.48 | | 477.48 | BACS | 2110 |
| TWPF | Pension contributions – December 20 | 785.95 | | 785.95 | BACS | 2110 |
| Border Stone Quarries Ltd | Sandstone plinths for railings | 1420.80 | 236.80 | 1184.00 | BACS | SI-990 |
| PCC of Corbridge | Grant aid – clock winder | 2000.00 | | 2000.00 | BACS | |
| Tynedale Vermin Control | Felling of 3 dead trees in cemetery | 1400.00 | | 1400.00 | BACS | 224 |
| Tynedale Hospice at Home | Grant Aid | 300.00 | | 300.00 | BACS | |
| Society of Local Council Clerks | Subscription 2021 | 234.00 | | 234.00 | BACS | MEM2328 72 |
| J F Walton & Sons | Parish Hall supplies | 21.24 | 3.54 | 17.70 | BACS | July2020 |
| Homebase | Parish Hall paint | 52.00 | 8.67 | 43.33 | BACS | 90090222 |
| Peter Rodger | Corbridge Matters – December 20 | 225.00 | | 225.00 | BACS | 2017-79 |
| Grenke Leasing | Photocopier lease | 130.32 | 21.72 | 108.60 | DD | 158006294 |
| Shotton Waste Services | Empty septic tank at Cemetery | 590.00 | | 590.00 | BACS | 22386 |
| Everflow | Water rates – Parish Hall | 9.72 | | 9.72 | DD | 776973 |
| Robson Print | Corbridge Matters – December issue | 983.00 | | 983.00 | BACS | 35700 |
| Corona Energy | Cemetery – electricity supply | 26.73 | 1.27 | 25.46 | DD | IN00008422 79 |
| Corona Energy | Parish Hall – electricity supply | 51.68 | 2.46 | 49.22 | DD | IN00008421 28 |
| Engie Gas Ltd | Parish Hall – gas supply | 415.84 | 69.31 | 346.53 | DD | 1-00426529 |
| EE | Mobile phone contracts | 46.84 | 7.81 | 39.03 | DD | V018246528 83 |
| Staff Wages | January 2021 | 2422.57 | | 2422.57 | BACS | 2110 |

INCOME RECEIVED NOVEMBER 2020

| Reference | Detail | Credited | Date |
|----------------|---------------------|----------|----------|
| S Dronfield | Parish Hall Fees | 60.00 | 02.11.20 |
| Supastrikers | Parish Hall Fees | 60.00 | 10.11.20 |
| L Robertson | Parish Hall Fees | 200.00 | 10.11.20 |
| Natalie Palmer | Parish Hall Fees | 190.00 | 17.11.20 |
| C Urwin | Cemetery Lodge rent | 500.00 | 18.11.20 |
| Van Rooyen | Cemetery Fees | 388.00 | 23.11.20 |