

MINUTES OF THE ONLINE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON
24TH FEBRUARY 2021

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

0221.01 **RESIDENTS** present had nothing they wished to raise.

0221.02 **APOLOGIES FOR ABSENCE.** Apologies received and accepted from Cllrs Mrs M V Kemp and Mrs J Neal.

0221.03 **DECLARATIONS OF INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 0221.08 as a member of Northumberland County Council's Planning Committees.

0221.04 **TO ACCEPT AND APPROVE THE MINUTES OF THE MEETING HELD ON 27 JANUARY 2021.** It was proposed by Cllr W Clouston, seconded by Cllr Mrs E S Buckley and AGREED to accept and approve the minutes of the meeting held on 27 January 2021 as a true and accurate record.

0221.05 **ACTIONS FOLLOWING THE MEETING HELD ON 27 JANUARY 2021.**

- a) **GRIT BINS.** Minute 1220.10.02f refers. 3 additional grit bins have been installed; Glebelands, Manor Cottages and Aydon Green. The grit bin located on the Aydon Estate needs to be relocated as it is encroaching on a nearby property.

0221.06 **FINANCE/ADMINISTRATION.**

- a) **ACCOUNTS FOR PAYMENT.** It was proposed by Cllr W Clouston, seconded by Cllr Mrs E S Buckley and AGREED to approve the items of expenditure on the lists, previously circulated. (Appendix A).

0221.07 **PLANNING DECISIONS.** It was AGREED that the Council receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated. It was noted that the retrospective application 20/01941/FUL for the installation of new UPVC windows at 7 Hallgarth Close had been refused. This is one of several properties on The Chains which have replaced wooden windows with UPVC. (Appendix C).

0221.08 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (APPENDIX B)

0221.09 **CORRESPONDENCE.** Correspondence and information items received since the January meeting had been listed on the agenda and were noted (APPENDIX D). Most items had been circulated to all councillors by email.

0221.10 **TO RECEIVE REPORTS FROM WORKING/LIAISON GROUPS**

0221.10.01 Chairman's Report.

- a) **Community Led Housing Scheme.** Several enquiries had been received as to when the Parish Council's scheme will be available. Due to Covid 19 the project has been delayed however it is expected that Phase 1, 1no 2 bed bungalow will be completed May 2022 with Phase 2, 3no 2 bed houses completed March 2023. A small working group will be set up in Autumn 2021 to set the letting criteria. Local families will be prioritised.
- b) **Neighbourhood Plan.** Cllr W Clouston had made contact with the local landowners agent. A meeting will be held in person to carry out a site inspection in April/May once the lockdown restrictions have eased. It was agreed to have a site driven plan and prioritise 2-3 site specific schemes. A key scheme will be to obtain a north side car park.
- c) **Tree Planting.** Cllr W Clouston and Mrs M Senior had met with Liz Grant and Sasha Brookes from Corbridge in Bloom and walked through the potential sites for the tree planting scheme. They have horticultural expertise to advise on which species to plant where and have agreed to work with the Parish Council to plant the trees. The following areas will be planted with the 30 saplings; Aydon Green, Wellbank, The Chains. The saplings will be grown on in pots and planted in the Autumn once they are better established.
- d) **Parish Hall.** The Parish Hall has been closed since December however will be gradually opened inline with the Government's roadmap to easing lockdown as follows: Stage 2, 12 April – Parish Hall will be opened for children's activities; Stage 3, 17 May – open for indoor exercise classes; Stage 4, 21 June – fully open.
- e) **Corchester Field.** A Scheduled Monument Application has been submitted to carry out the works at Corchester Field which includes the refurbishment of the pavilion, repairs to the fencing and installation of cycle racks.
- f) **Speed Data.** The quarterly speed data had been downloaded from the signs around Corbridge and it was noted that the average speeds had reduced on Stagshaw Road and Aydon Road. Cllr N M Oliver advised that the 85th percentile speed on Newcastle Road is just below the threshold where the Police will take action however he will pass on the information to see if they are able to carry out some enforcement.

0221.10.02 County Councillor's Report.

- a) **Covid 19 Update.** The situation is improving and overall the community situation is improving rapidly. The vaccination roll out is going well and Northumberland is above the national average for roll out.
- b) **Allotments.** Cllr N M Oliver is still pursuing the issue with the allotments through Ward Hadaway.
- c) **Local Transport Plan.** Cllr N M Oliver is pursuing the outstanding LTP priorities which have not been carried out from previous years.

0221.10.03 **RBL 100 year celebration.** The Royal British Legion and Corbridge Branch celebrates 100 years this year and RBL Corbridge are looking to plan an event in early August to celebrate this (Covid restrictions allowing). They would like to hold a family picnic on the grassed area to the rear of the Parish Hall and would like permission from the Parish Council to do this. They have also requested grant aid to enable the event to go ahead. Licences would need to be obtained for an event and a temporary music licence. The clerk will email the organisers for further information.

0221.10.04 **Silent Soldier Silhouettes.** Several emails from residents had requested that the silent soldiers be relocated and brought out for specific events. It was agreed to ask if the silhouettes could be relocated to the cemetery and placed around the village for a limited time during certain events i.e. Remembrance Day.

0221.10.05 **To consider proposal to provide 'Take Ten Minutes' Totems.** A request had been received from a resident for the Parish Council to consider installing a Take Ten Minutes Totem. The TTM totems offers everyone the opportunity to engage in different mental wellbeing experiences i.e. guided walking meditations. The totems are steel structures with removable dual-sided campaign panels which give a bold message attracting the reader and providing them with access to free wellbeing exercises. It was noted that the cost of each totem is £3000 and it is unclear if this includes costs for installation. The clerk will obtain further information and report at a future meeting.

0221.10.06 **To consider providing a litter bin at the top of Aydon Road.** Several requests had been received requesting a litter bin at the top of Aydon Road. This had been investigated previously and NCC were reluctant to allow any additional bins in Corbridge. The clerk will contact NCC to request permission for an additional litter bin.

0221.10.07 **To consider funding sources for the refurbishment of the pavilion at Corchester Field.** Cllr M F Griffin had suggested the Parish Council apply for a Heritage Lottery Grant to help fund the refurbishment of the works at Corchester Field. Unfortunately, the Parish Council is unable to apply for a grant until permission is received to carry out the works and then costs will need to be obtained. Once this is all in place an application can be submitted.

0221.10.08 **To consider proposal for Cllr M F Griffin to be Community Climate Champion for Corbridge.** Cllr M F Griffin advised that he is interested in becoming the Community Climate Champion for Corbridge. Cllr N M Oliver, who is a member of the Climate Change Working Group, NCC, advised that as part of the pilot scheme Graham Head had taken on this role. He also advised that Matt Baker, Service Director for Climate Change, NCC is keen to engage with Town and Parish Councils and would like to attend the next meeting to give a short presentation. Cllr M F Griffin is to contact NCC directly regarding the Climate Change initiative.

0221.11 **ANY URGENT BUSINESS ALLOWED BY THE CHAIRMAN [FOR INFORMATION ONLY].**

- a) **Bus Shelter.** It was noted that the bus shelter on Stagshaw Road opposite Cookson Close is still in need of repair. Quotes are still to be received and the clerk had chased this up.
- b) **Potholes.** A large pothole on Princes Street outside of the Post Office had been reported by Cllr N M Oliver.
- c) **Car Park.** An area beside the fence where the picnic bench is in the car park has disintegrated and needs to be repaired. It is unclear if this is NCC or the Environment Agency's responsibility. This will be followed up.
- d) **Stanners Wood.** The road through the Stanners Wood is in a terrible state, full of potholes. This is the Parish Council's responsibility. This may be something that NWL can assist with.

0221.12 **OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.** Nothing to report.

0221.13 **DATE OF NEXT MEETING.** The next meeting of the Parish Council will take place on Wednesday 24th March 2021 at 7.00pm.

Signed as an accurate record _____ Chairman

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**APPENDIX A
ACCOUNTS FOR PAYMENT ON 24 FEBRUARY 2021**

Payee	Description	Chq issued	VAT	Net amount	Chq no	Invoice no
Rentokil Initial	Washroom supplies	189.86	31.67	158.29	DD	33773970
BT Plc	Parish Hall telephone/WIFI	103.18	17.20	85.98	DD	
H M Revenue & Customs	PAYE – February 2021	518.68		518.68	BACS	WAGES2111
TWPF	Pension contributions – February 2021	785.95		785.95	BACS	WAGES2111
EE	Mobile phone contracts	47.56	7.93	39.63	DD	V01844459936
Corona Energy	Cemetery electricity supply	47.31	2.25	45.06	DD	IN0000886235
Engie Gas Ltd	Parish Hall gas supply	766.58	127.76	638.82	DD	1-004485758
Everflow	Water rates – Parish Hall	9.72		9.72	DD	854864
Corbridge Utd Junior FC	Grant aid	1500.00		1500.00	BACS	
Northumberland CC	Refuse collection – Parish Hall	403.84	3.00	400.84	BACS	14642764920 1
Northfire	Fire extinguisher service	143.10		143.10	BACS	001488
Homebase	Paint for Parish Hall	26.00	4.33	21.67	BACS	90370222
Amazon	Paint for Parish Hall notice boards	7.12	1.19	5.93	BACS	64657956
Shottons Waste Services	Septic tank emptying – cemetery	440.00		440.00	BACS	22561
Timpsons	Memorial tree plaque	46.00	7.67	38.33	BACS	200066390
Mrs A Senior	Tree sapling pots and compost	29.27		29.27	BACS	
Diamond Business Systems	Photocopier maintenance contract	32.22	5.37	26.85	DD	131614
Corona Energy	Parish Hall electricity supply	34.96	1.67	33.29	DD	IN0000897009
Corona Energy	Parish Hall electricity supply	60.13	2.86	57.27	DD	IN0000897010
A Curtis Window Cleaner	Parish Hall & bus shelters	70.00		70.00	BACS	050221
Staff Wages	March 2021	2422.77		2422.77	BACS	WAGES2112

INCOME RECEIVED JANUARY 2021

Reference	Detail	Credited	Date
Corbridge Art Group	Parish Hall Fees	50.00	06.01.21
Supastrikers	Parish Hall Fees	45.00	11.01.21
C Urwin	Cemetery Lodge rent	500.00	25.01.21
Whittington Parish Council	SLCC Subscription refund	17.20	27.01.21
Funeral Services Ltd	Cemetery Fees (2020-25)	752.00	28.01.21

APPENDIX B**PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 24 FEBRUARY 2021**

Planning applications listed can be viewed online at <https://publicaccess.northumberland.gov.uk/online-applications>.

Hard copies are no longer received.

Number	Description	Applicant
21/00098/FUL	Single storey side extension Arden House, Aydon Road, Corbridge	Mr & Mrs R O'Hara
21/00116/PRUT PO	Tree Preservation Order Application: Crown reduction of 20% (width and height) to one Yew Tree (T1) 1 Whitegate Cottages, Aydon Road, Corbridge	Mr D Lane
21/00096/FUL	Alterations and extension to an existing property including a porch extension, dormer windows and demolition of a dilapidated building and construction of new ground floor extension. Ingle Hurst, Aydon Road, Corbridge	Mr H Marsland
20/04251/FUL	Demolition of existing sawmill buildings and development of 2no residential dwellings including studio and garage, car parking, private garden area and other ancillary works. Hollybush Sawmill, Hexham	Miss S Ferguson
21/00274/FUL 21/00275/LBC	Subdivide and renovate unit to 2 units and change use class of the rear unit from commercial (E) to residential C3 Smiths Gore, Eastfield House, Main Street, Corbridge	Stelling LLP
21/00466/FELTP O	Tree preservation order for T1 – Corsican Pine (reduce large low south limb by approx. 7m and lower small limbs by approx. 4-5m to rebalance tree due to safety concerns) T2 Sycamore (fell due to safety concerns regarding possible failure of main stem) and T3 Elm (fell as tree is likely to cause problems in future and as part of woodland improvements) Land to the North side of Hallbankfield, Newcastle Road, Corbridge	Mr R Hall
21/00428/FUL 21/00429/LBC	Amendments to refine design of approved schemes (17/024563/LBC and 17/02462/FUL) to improve manoeuvrability of vehicles accessing site and garage Thornbrough House, Thornbrough, Corbridge	Mrs P Thompson
20/01962/FUL	Two storey side extension and second floor roof terrace Water Row, Front Street, Corbridge	Miss A Windle
21/00357/FUL	Installation and siting of 3 x garden room teaching pods, measuring 3.5m x 3.5m in floor area and a height of 2.8m Corbridge Middle School, Cow Lane, Corbridge	Jo Holmes

**APPENDIX C
PLANNING DECISIONS RECEIVED UP TO 24 FEBRUARY 2021**

Number	Description	Decision
20/03375/FUL	Proposed front porch; rear single storey extension and dormer windows to proposed rooms in roof space. 3 Siskin Drive, Corbridge	GRANTED
20/03643/FUL	Retrospective – Air source heat pump installation Ashtree Cottage, Corbridge	GRANTED
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	REFUSED
20/03570/FUL	Insertion of 2 x rooflights onto front roof slope, addition of 2 x dormer windows on the rear roof slope, creation of loft conversion and extend the existing ground floor extension Doepath, Hill Street, Corbridge	GRANTED
20/03571/FUL	Insertion of 2 x rooflights onto front roof slope, addition of 2 x dormer windows on the rear roof slope, creation of loft conversion and extend the existing ground floor extension. 6 Hill Street, Corbridge	GRANTED
20/03924/VARYCO	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	GRANTED
20/01941/FUL	Retrospective – Installation of new upvc windows and construction of porch to rear of the house. 7 Hallgarth Close, Corbridge	REFUSED
20/03864/FUL	Installation of hood mould canopy to front entrance Ivy Cottage, Main Street, Corbridge	GRANTED
20/04203/FUL	Single storey extension to ground floor kitchen and utility, internal alterations to kitchen and dining room, erection of a conservatory. Melbreak Corchester Avenue Corbridge NE45 5HW	GRANTED
20/04148/FUL	Proposed construction of double garage Dene House, Howden Dene Farm, Corbridge	GRANTED
20/01328/VARYCO	Variation of conditions 11 (foul and surface water) and discharge of conditions 7 (protective measures), 12 (method statement), 17 (street management/maintenance_ and 19 (construction method statement) of application 14/04259/FUL Jools Laundry, 1-3 Station Yard, Corbridge	GRANTED
20/04247/FUL	Single storey extension to both sides and rear single storey including new detached garage Dilston West Bungalow, 1 Dilston West Cottages, Corbridge	REFUSED

APPENDIX D**CORRESPONDENCE RECEIVED SINCE THE JANUARY 2021 MEETING**

SENDER	MOST OF THESE HAVE ALREADY BEEN FORWARDED TO COUNCILLORS BY EMAIL	Emailed
Citizens Advice Northumberland	Request for donation	x
Northumberland County Council	Public toilets winter opening update	x
Environment Agency	Corbridge Flood Defence Improvement Works – Update February 21	x

INFORMATION ITEMS

SENDER		Emailed
NALC	eNews – weekly	x
Northumberland County Council	Climate Change Newsletter – February 2021	x
National Assoc of Local Councils	Chief Executive's Bulletin – February 2021	x
Northumberland County Council	Funding eBulletin – January 2021	x