

## CORBRIDGE PARISH COUNCIL

### MINUTES OF THE ONLINE MEETING OF CORBRIDGE PARISH COUNCIL ON 28<sup>TH</sup> APRIL 2021

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

421.01 **RESIDENTS** present raised a number of matters and where relevant they are listed together with the actions that will be taken, if required. In due course, if necessary, reports will be made back to the Council.

- a) **Corbridge Library.** Residents had not had the results of the library consultation and requested an update. Cllr N M Oliver advised that the report had been presented to NCC Cabinet as a result of the survey and cost savings need to be made. Cllr N M Oliver advised that there would be no compulsory closures of any libraries and NCC would work with the communities. The library will be run on a part paid/volunteer basis supported by Northumberland County Council. Cllr N M Oliver advised that the library is an important service in Corbridge. It was noted that Corbridge Community Partnership are keen to take on the lease of the library building and secure the first floor for Corbridge Youth Initiative. They would be looking to provide a library/tourist information/heritage centre to secure the building for the community.
- b) **Footpaths.** It was noted that the stile at the bottom of Spoutwell Lane needs to be replaced with something more accessible. Cllr W Clouston is to speak with the landowner. It was noted that the stile at the end of the Rugby Ground is still to be replaced. Cllr N M Oliver will follow this up with Tim Fish, NCC.

421.02 **TO RECEIVE APOLOGIES FOR ABSENCE.** None

421.03 **TO RECEIVE DECLARATIONS OF INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 0421.09 as a member of Northumberland County Council's Planning Committees.

421.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 24 MARCH 2021.** It was proposed by Cllr Mrs J Neal, seconded by Cllr N M Oliver and AGREED to approve and sign the minutes of the Council Meeting held on 24 March 2021 as an accurate record.

421.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 24 MARCH 2021.**

- a) **Skatepark.** Minute 0321.01 refers. A working party is to be set up including Cllrs N M Oliver, L Rogers, Mrs J Neal, Corbridge Youth Initiative and several residents/parents/young people who had expressed an interest. An initial zoom meeting will be arranged with interested parties invited to join. This will be arranged after the elections on 6 May 2021. Cllr N M Oliver will liaise with the Environment Agency regarding the style of ramp and Northumbrian Water regarding a community contribution. As the original skatepark was set up in memory of Philip Wright, it was suggested that an invitation should be extended to one of his friends/family to join. Cllr N M Oliver advised that he had received a letter from an 8-year-old requesting a beginner's ramp.
- b) **Take Ten Minutes Totem.** Minute 0321.06a refers. The clerk had been to look at one of the totems installed in Newcastle. She advised that the totems have panels with QR codes that link to a mindfulness app for mobile phones. It was recommended that the Parish Council do not proceed any further with this proposal as the totems do not represent good value for money. It was proposed by Cllr W Clouston, seconded by Cllr Mrs E S Buckley and AGREED not to proceed.
- c) **Litter bins.** Minute 0321.06b refers. The litter bins for Aydon Road and Appletree Lane are still to be installed. The contractor will install these when their workload allows.
- d) **Bus Shelter.** Minute 0321.14.03b refers. The bus shelter on Stagshaw Road is still awaiting repair. The contractor will carry out the repairs when their workload allows.

421.06 **FINANCE/ADMINISTRATION**

- a) **ACCOUNTS FOR PAYMENT.** 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).
- b) **TO RECEIVE BUDGET REPORT FOR THE FINANCIAL YEAR ENDED 31 MARCH 2021.** It was proposed by Cllr W Clouston, seconded by Cllr Mrs E S Buckley, and AGREED to accept the Budget Report for the financial year ended 31 March 2021. Cllr M F Griffin requested a breakdown of the tree works and the miscellaneous cemetery expenditure. The accounts are currently with the Internal Auditor and this information will be sent to Cllr Griffin when the audit is complete.

421.07 **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. (Appendix B).

421.08 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix C).

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

421.10 **TO RECEIVE REPORTS, IF APPROPRIATE FROM WORKING/LIAISON GROUPS WITH ENCLOSED MINUTES, IF APPLICABLE INCLUDING REPORTS FROM THE CHAIRMAN AND COUNTY COUNCILLOR.**

421.10.01 **Chairman's Report.**

- a) **Corchester Playing Field.** Scheduled Monument Consent had been received from Historic England for the proposed works to the pavilion and playing field. Cllr W Clouston and the clerk had met with representatives from English Heritage to discuss the works. The bike racks and fencing can be arranged and Cllr W Clouston is to contact Steena Stewart to discuss the plans for the pavilion. The position of the goal posts is still to be decided.
- b) **Stanners Wood.** The clerk had spoken to Thompsons of Prudhoe who had agreed to provide 2 wagons of granular subbase to improve the surface through the Stanners Wood. The subbase will be delivered however the Parish Council will need to provide the labour.
- c) **Co-op Railings.** The railings have now been painted and Cllr N M Oliver is to arrange the installation with Northumberland County Council.
- d) **Roots of Remembrance.** Corbridge in Bloom have chosen 3 trees to plant in remembrance of those in the community who died in the Covid-19 pandemic. Two white stemmed birches will be planted in the existing flowerbeds at Aydon Green and a golden upright beech will be planted on Well Bank Green. Canon David Kennedy will dedicate the beech tree together with members of the community at an appropriate time this summer.
- e) **Meeting with Trees Please.** Cllrs W Clouston, N M Oliver and Mrs Senior had met with Charles and Ed Beaumont to discuss use of the disused allotment at the Bridge End site. Trees Please had requested temporary use of Plot number 1 in order to turn their machinery while Northumbrian Water is occupying the area adjacent to the skatepark. This was agreed and a letter confirming the request will be sent from the Allotment Society. The possibility of a woodland plantation was discussed, and they were very supportive of the idea. Cllr W Clouston has discussed the idea with a representative of the Rotary Club who is keen to assist. Cllr N M Oliver also suggested involved the Climate Change Team at Northumberland County Council and contacting the Queens Canopy Project.
- f) **Market Place.** The initial design ideas for the Market Plan should be ready to share in the next few weeks.

421.10.01 **County Councillor's Report.** Cllr N M Oliver gave his verbal report on matters related to Corbridge Parish and the wider County area. He thanked the Parish Council for their support over the last four years as County Councillor.

- a) **Members Scheme.** Cllr N M Oliver advised that the following projects had benefitted from his member's funding scheme; Tynedale Rugby Club - Changing Facilities, Corbridge Cricket Club - electronic scoreboard, Corbridge Tennis Club – Club House, Corbridge Youth Initiative, Corbridge United Football Club – portacabins for changing facilities and refreshments, Charlotte Straker Project, Corbridge Middle School – Daily Mile Track and St Andrews Church – Organ restoration.
- b) **Highways Issues.**
  - Bollards in Hill Street. Northumberland County Council has agreed to install bollards on the pavement where the new parking layout has been installed.
  - St Helen's Street sign. The new sign is still to be installed but this should be soon.
  - Gate in village car park. A new fastening has been installed on the gate into the car park from the riverside.
  - Trees at Manor Cottages. Northumberland County Council is liaising with Karbon Homes to carry out works to the trees.
- c) **Covid update.** Covid cases are very low County side and there are less than 4 cases in every ward in the County.

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**421.11 TO CONSIDER LETTER FROM KARBON HOMES OFFERING THE PARISH COUNCIL THE OPPORTUNITY TO TAKE OVER OWNERSHIP OF THE RIGGS PLAY AREA.**

A letter had been received from Karbon Homes offering Corbridge Parish Council the opportunity to take over the ownership of The Riggs Play Area to preserve them for public use in perpetuity. As the play area is currently held under a lease agreement with Karbon Homes, there would be no additional expenditure for the Parish Council. Karbon Homes would transfer the freehold land (together with the existing equipment) to the Parish Council at nil cost and Karbon Homes would cover all legal fees involved in the transfer.

The transfer deed would include a covenant precluding any development of the land in the future. It was AGREED to this in principle however a meeting will be arranged with Karbon Homes to discuss the proposal in detail.

**421.12 TO CONSIDER PROPOSAL BY CLLR M F GRIFFIN TO DEVELOP A SURVEY OF CORBRIDGE RESIDENTS AND BUSINESSES TO OBTAIN INPUT REGARDING PROGRAMS FOR 2021-22.**

After discussion, it was AGREED that a request for views and priorities would be included in Cllr W Clouston's column in the next edition of Corbridge Matters.

**421.13 TO DISCUSS IMPROVEMENTS NEEDED TO MAKE ACCESS OVER THE CORBURN ACCESSIBLE.**

This issue had been discussed previously by the Parish Council however had not been followed up. It was AGREED that the access over the bridge needed to be more accessible and Cllr N M Oliver advised that there was additional funding available for improved accessibility. Currently wheelchairs have no access over the bridge, and it is very difficult for pushchairs and cyclists to cross. Cllr N M Oliver will liaise with Northumberland County Council Highways and Tim Fish (Public Rights of Way Officer, NCC) regarding this issue and report back.

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

Cllr M F Griffin had received a letter from 2 residents regarding the 'unacceptable condition and presentation' of the cemetery. Cllr M F Griffin had visited the cemetery and had noted the very poor condition of the metal gates and surrounding metal either side of the gates and the poor condition of the walkways. It was noted that the gates and railings, buildings and paths and roads are not included in the groundworks contract with Northumberland County Council and remain the responsibility of the Parish Council. It was noted that the gates and railings are on the program of works and the work will be carried out in due course, the paths and walkways are due to be sprayed with weed and moss killer as part of the groundwork contract. Any further work will be identified and reported back to the Parish Council at a future meeting.

**421.14 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.**

A resident present who has 5 generations of his family buried in the cemetery and visits regularly did not agreed with Cllr Griffin's statement and stated that he feels the cemetery is kept in an immaculate condition.

**421.15 DATE OF NEXT MEETING.** The next meeting will be the Annual Parish Meeting followed by the Annual Meeting of the Parish Council on Wednesday 19<sup>th</sup> May 2021 at 19:00 in the Main Hall of Corbridge Parish Hall.

Signed .....Chairman

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### APPENDIX A

Accounts for payment	Description	Gross payment	VAT	Net payment	Payment method	Invoice Number
Rentokil	Washroom services	189.96	31.67	158.29	DD	33845119
BT Plc	Parish Hall telephone/Wifi	103.18	17.20	85.98	DD	M058 K0
HM Revenue & Customs	PAYE - April 2021	513.90		513.80	BACS	2022-01
TWPF	Pension Contributions - April 21	785.95		785.95	BACS	2022.01
EE	Mobile phone contracts	46.82	7.80	39.02	DD	V01863941707
Corona Energy	Parish Hall electricity	51.68	2.46	49.22	DD	933003
Corona Energy	Cemetery electricity	34.15	1.62	32.53	DD	933097
Engie Gas Ltd	Parish Hall gas supply	495.28	82.55	412.73	DD	1-00475554
Everflow	Water rates - Parish Hall	10.00		10.00	DD	932598
Northumberland CC	Cemetery - rates	1771.45		1771.45	301739	2610048224
Glasdon UK Ltd	Litter bin - Aydon Road	425.21	70.87	354.34	BACS	SI813523
Corbridge in Bloom	Grant aid 2021-22	2500.00		2500.00	BACS	
Corbridge Youth Initiative	Grant aid 2021-22	7500.00		7500.00	BACS	
Northumberland CC	Provision of 3no grit bins	900.00	150.00	750.00	BACS	146427219002
Amazon	Gate latch set - play area	18.45	3.08	15.37	BACS	20218602
Robson Print	Corbridge Matters - April	1010.00		1010.00	BACS	35967
Costco	Refuse sacks	9.10	1.51	7.59	BACS	
Grenke Leasing	Photocopier lease	130.32	21.72	108.60	DD	
Hallmaster Ltd	Parish Hall bookings systems	224.40	37.40	187.00	BACS	
Tynedale Vermin Control	Grass cutting contract	928.00		928.00	BACS	231
Mrs A Senior - expenses	Postages/travel -Oct/Mar21	265.66		265.66	BACS	
NALC	Subscription 2021	766.28		766.28	BACS	NALC034 21/22
A Curtis Window Cleaner	Parish Hall / bus stops	70.00		70.00	BACS	150421
Tyne Valley Community Rail Partnership	Subscription 2021	10.00		10.00	BACS	335
NWH Waste Services Ltd	Skip hire - cemetery	270.00	45.00	225.00	BACS	159954
Diamond Business Systems	Photocopier contract	19.71	3.28	16.43	DD	SIN132395
Staff wages	May-21	2426.37		2426.37	BACS	2022-01
Anglian Water	Water rates - cemetery	14.33		14.33	DD	8833020
<b>Total</b>		<b>21490.20</b>	<b>476.16</b>	<b>21013.94</b>		

INCOME RECEIVED - APRIL 2021			
Reference	Details	Amount	Date
(419) Various	Wayleave, Allotment fees	109.10	01.04.21
Funeral Services Ltd	Cemetery fees CD30 & 32	2080.00	01.04.21
Plot 3	Allotment fees	30.00	01.04.21
Northumberland County Council	Precept	64000.00	09.04.21
Co-operative Funeral Services	Cemetery fees CD31	2050.00	09.04.21
HMRC JRS	Job Retention Scheme Grant	537.06	12.04.21
(420) Allotment fees	Plot 31	40.00	14.04.21
(421) Allotment fees	Plots 12 & 20	70.00	14.04.21
Garden Services	Corbridge Matters advertising	75.00	19.04.21
Forum Books	Corbridge Matters advertising	150.00	23.04.21
D Bird Decorating	Corbridge Matters advertising	150.00	23.04.21
(422)	Parish Hall Fees	30.00	26.04.21
C Urwin	Cemetery Lodge rent	500.00	26.04.21
A Charlton	Cemetery fees	310.00	27.04.21
Co-operative Funeral Services	Cemetery Fees CD02	820.00	28.04.21
Charlotte Straker	Parish Hall Fees	180.00	29.04.21
<b>Total</b>		<b>71131.16</b>	

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### APPENDIX B

#### PLANNING DECISIONS RECEIVED ON 28 APRIL 2021

REFERENCE NUMBER	DESCRIPTION	DECISION
20/04111/FUL	Construction of new farm worker's dwelling and detached garage – retrospective approval for the incorporation of rooflight windows, new gable end window, changes to window sizes, removal of windows, addition of front porch and amended siting of detached garage to planning application ref: 19/02256/FUL (amended description) Land North East of High Dipton, Corbridge	GRANTED
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	WITHDRAWN
20/04134/FUL	New sunroom Outwood, Riding Mill,	REFUSED
20/01612/OUT	Outline permission for demolition of the existing garage and stable block and the construction of a new dwelling house (all matters reserved) Building and land West of Roecliffe, Ladycutter Lane, Corbridge	GRANTED
21/00427/FUL	Rear extension 13 Trinity Terrace, Corbridge	GRANTED

### APPENDIX C

#### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 28 APRIL 2021

REFERENCE NUMBER	DESCRIPTION	ADDRESS
21/00929/FUL	Proposed demolition of rear sunroom to be replaced with single storey extension. Proposed attic conversion and erection of new workshop/garage	Holbene, Stagshaw Road, Corbridge
21/01138/FUL	Proposed single and two storey extension to the side and rear. Garage converted to office.	27 Crofts Avenue, Corbridge
21/01198/FUL	Conversion of existing buildings to residential use including extension, landscaping and parking provision	Plot 2, Aydon South Farm, Corbridge

### APPENDIX D

#### **CORRESPONDENCE RECEIVED SINCE THE MARCH MEETING.**

Most items have been emailed to all Councillors.

- Northumberland County Council – Chief Executive's Briefing – HRH Duke of Edinburgh
- Northumberland County Council – Climate Change Briefing – April 2021
- Northumberland Association of Local Councils – weekly eNews
- National Association of Local Councils – weekly Chief Executive Bulletins.
- Community Action Northumberland – CAN eNews Spring 2021
- Northumberland County Council – monthly Funding eBulletin
- Historic England – Application for Scheduled Monument Consent, Corchester Field - APPROVED