

## CORBRIDGE PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 22<sup>nd</sup> September 2021

**PRESENT:** Cllr W Clouston, Chair of the Council together with Cllrs Mrs E S Buckley, N M Oliver, C G Curry, M J Stone, L Rogers.

- 0921.01 **TO ACCEPT AND APPROVE APOLOGIES FOR ABSENCE.** Apologies received from Cllr L Stenhouse, S Ahmed and Mrs M V Kemp.
- 0921.02 **TO RECEIVE DECLARATIONS OF COUNCILLORS' INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 0921.07 as a member of Northumberland County Council's Planning Committees.
- 0921.03 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 28 JULY 2021.** It was proposed by Cllr N M Oliver, seconded by Cllr Mrs E S Buckley and AGREED to approve and sign the minutes of the Council Meeting held on 28 July 2021 as an accurate record.
- 0921.04 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 28 JULY 2021.**
- a) **CO-OPTION TO FILL ONE VACANCY.** Minute 0721.11 refers. There is still one vacancy to be filled on the Parish Council.
  - b) **ROMAN SIGN.** Minute 0721.09b refers. Collection of the sign is still to be arranged.
- 0921.05 **FINANCE/ADMINISTRATION**
- a) **ACCOUNTS FOR PAYMENT.** It was AGREED to approve the items of expenditure on the lists, previously circulated. (Appendix A).
  - b) **TO ACCEPT AND APPROVE THE NOTICE OF CONCLUSION OF AUDIT FOR THE YEAR ENDED 31 MARCH 2021.** It was AGREED to accept and approve the Notice of Conclusion of Audit for the year ended 2021 there being no matters arising from the review undertaken by PKF Littlejohn LLP.
- 0921.06 **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 C).
- 0921.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B).
- 0921.08 **CORRESPONDENCE.** Correspondence and information items received since the July meeting had been listed on the agenda and were noted. (Appendix D). (*Note: wherever possible, all communications addressed to the Council are circulated to Councillors by email for information as and when received*).
- a) **Climate Emergency Declaration.** Northumberland County Council's Climate Change Team are consulting with Parish/Town Councils to request the following information:
    - Has your Parish Council declared a climate emergency? No. Corbridge Parish Council felt that declaring a climate emergency should be backed up with action on initiatives.
    - Does your Parish Council have any plans to address climate change and reduce emissions? The Parish Council is looking into installing ground source heat pumps in the Community Housing on the Miller Homes site and is currently looking for land for a large tree planting scheme.
    - Would you like the support of the County Council to help develop your climate change plans? Help with funding to install a ground source heating scheme in the Parish Hall and help with tree planting would be welcomed.
  - b) **Speeding.** Further complaints from residents regarding the speed of traffic on Aydon Road had been received. It is planned to have the Vehicle Activated Sign rotated to catch speeding traffic heading up Aydon Road. The Parish Council will investigate installing an additional Vehicle Activated Sign at the top of Aydon Road. The most recent speed data from the 3 vehicle activated signs had been downloaded and sent to Northumbria Police. Cllr N M Oliver had met with Inspector Gary Neill, Northumbria Police who will carry out more enforcement in Corbridge.
- 0921.09 **TO RECEIVE REPORTS, IF APPROPRIATE FROM WORKING/LIAISON GROUPS WITH ENCLOSED MINUTES, IF APPLICABLE INCLUDING REPORTS FROM THE CHAIRMAN AND COUNTY COUNCILLOR.**
- a) **Chairman's Report.** Cllr Clouston gave his verbal report on outstanding issues.
    - **Corchester Field.** The structural survey of the pavilion had been completed and the report will be circulated to all councillors for comment. An application will be submitted to the S106 Housing Developers Fund to replace the fencing, provide cycle racks and provide portable goal posts. Cllr N M Oliver had spoken to the funding officers who confirmed that the improvements would qualify for the S106 fund. The Archaeological dig had been successful however the area needs some attention. English Heritage will pay for the area to be cleared and levelled.

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- **Cemetery.** The cemetery gates had been refurbished and Cllr W Clouston is to ask Steena Steward to provide a design for the maintenance gate to match the main gates. A question was asked regarding digital mapping of the cemetery. Cllr N M Oliver is to enquire at Woodhorn Archives to see if they can provide this kind of service. A discussion took place over bringing the chapels back into use. This is to be discussed in further detail.
  - **Market Place.** Information is still awaited.
  - **Highways and Neighbourhood Services Liaison Meetings.** The Parish Council is keen to restart these meetings. The clerk will contact the various NCC departments to arrange.
- b) **County Councillor's Report.** Cllr N M Oliver gave his verbal report on matters related to Corbridge Parish and the wider County area.
- **Devils Water Bridge Launch Event** is to take place 3<sup>rd</sup> week in October. The signs have still not been erected however these should be in place 1<sup>st</sup> week in October.
  - **Skate Park.** A meeting to discuss the replacement of the skatepark will take place on Wednesday 6<sup>th</sup> October at 6pm.
  - **Highway Issues Update.** The resurfacing of the driveways on The Crofts Estate had been completed and the improvements to the footpaths on Main Street are currently being carried out. The following improvements had been requested: dropped kerb at The Crofts on Newcastle Road to allow access to the bus stop and a handrail by the steps which lead to The Crofts Estate from Newcastle Road.
  - **Tree Works.** Cllr Oliver had met with the NCC Tree Officer and Karbon Homes to discuss the work needed to the trees at Manor Cottages. Work will be carried out by Karbon Homes in due course.
  - **Events.** The Village Show had been restarted this year and was a successful event with a steady stream of visitors. Tynedale Beer and Cider Festival had also taken place and was very well attended.
- c) **To receive Councillors reports on any village/highway issues.** The grit bin on Aydon Estate has still not been moved and the dog bin on Appletree Lane is still to be installed. The clerk will chase up these issues.

0921.10 **TO CONSIDER PRIORITIES FOR SUBMISSION TO THE LOCAL TRANSPORT PLAN PROGRAMME 2022-2023.** Parish Councils are asked to submit their top three highways and transport priority issues to NCC to be considered for inclusion in the LTP Programme 2022-2023. After discussion, the following priorities were AGREED: 1) 20mph in the centre of the village; 2) Footpath from Farnley to Corbridge. The footpath comes to a sudden end on the A695 and the houses in Farnley do not have any pedestrian access to the village. 3) Measures to restrict fly parking outside the Co-op on Hill Street. A small build out with bollards would act as a deterrent and increase safety.

The following feedback had been received on the submitted priorities from 2021-2022.

Priority	Feedback
Review of double yellow lines in the centre of Corbridge including Appletree Lane, Corchester Terrace, Trinity Terrace, St Wildred's Terrace	Yellow lines have recently been provide at the locations listed. <b><i>This has not yet been done.</i></b>
Traffic calming measures on Stagshaw Road.	Phase 1 (design and estimating) included in the programme. Construction during 2022-23 subject to cost and feasibility. <b><i>This also includes Newcastle Road and Aydon Road and is in the final stage of design. The Parish Council is awaiting the reports.</i></b>
Review of 20mph in the centre of the village	Not included. Current priority is being given to 20mph speed limits at schools. <b><i>This is to be resubmitted for inclusion in 2022-23. NCC will try and roll the whole scheme together.</i></b>

0921.11 **TO RECEIVE UPDATE ON THE COMMUNITY LED HOUSING SCHEME AND SIGN TRANSFER FOR PLOT 66.** The golden brick payment of £14,450 is now due on Plot 66 which is the two-bed bungalow. This property is due for completion in March 2022. It was AGREED to sign the transfer and pay the golden brick payment. A subcommittee is to be formed and members of the community, with the appropriate experience, will be invited to join.

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0921.12 **TO DISCUSS ARRANGEMENTS FOR RBL REMEMBRANCE PARADE.** A request had been received from RBL Corbridge Branch asking the Parish Council to take over the arrangements for the Remembrance Day Parade and for the event to be covered under the Council's insurance. RBL local branches are no longer allowed to be the event organiser of street Parades. It was AGREED the Parish Council would take over this responsibility and the clerk will make the necessary arrangements for the road closures.

0921.13 **ANY URGENT BUSINESS ALLOWED BY THE CHAIRMAN [FOR INFORMATION ONLY] .**

- a) **Parish Hall wall.** Concerns had been expressed regarding the effects of the cherry tree on the Parish Hall wall. This had been looked at by a tree surgeon and a builder who both advised that there was no issue.
- b) **Electric Vehicle Charging Points.** Cllr N M Oliver advised that 6 EV charging points would be installed in Corbridge in the bays opposite Bishops Garage. Objections had been received by residents on Main Street. These bays will not be for sole use of electric vehicles and may be used by all. The charging points are aimed at residents with no off-street parking. This is a pilot programme funded by Central Government. Other areas in Corbridge are being investigated.
- c) **Railway bridge railings.** The railings need painting. Cllr Oliver to enquire as to who is responsible.
- d) **Car Boot Fair Traffic.** It was noted that the traffic on Wednesdays travelling to the car boot sale is backed up into the village and along Main Street. This is potentially a traffic light sequencing issue. Cllr Oliver to investigate.
- e) **Main Street bollard.** One of the bollards at the pinch point on Main Street has been hit by a vehicle.

0921.14 **DATE OF NEXT MEETING.** The next meeting will be of the Parish Council will take place on Wednesday 27<sup>th</sup> October 2021 at 19:00 in Room One of Corbridge Parish Hall.

Signed .....Chairman

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## APPENDIX A

### ACCOUNTS FOR PAYMENT ON 22<sup>ND</sup> SEPTEMBER 2021

Payee	Description	Gross payment	VAT	Net		Invoice Number
Rentokil	Washroom supplies	189.96	31.67	158.29	DD	33982501
BT Plc	Parish Hall telephone/wifi	103.18	17.20	85.98	DD	M061 YD
EE	Mobile phone contracts	52.87	8.81	44.06	DD	V01903092726
Engie	Parish Hall gas supply	60.99	2.90	58.09	DD	1-00529753
Corona Energy	Parish Hall electricity supply	40.07	1.91	38.16	DD	1042791
Corona Energy	Cemetery Chapels - electricity	30.26	1.44	28.82	DD	1042981
Everflow	Parish Hall water rates	10.63		10.63	DD	1103616
H M Revenue Customs	PAYE - September 2021	514.10		514.10	BACS	2206
T W Pension Fund	Pension contributions - Sept 21	785.95		785.95	BACS	2206
Diamond Business	Photocopier maintenance lease	17.35	2.89	14.46	DD	134202
Sport Tynedale	Grant aid	250.00		250.00	BACS	2021-22
Citizens Advice N'land	Grant aid	100.00		100.00	301741	
A Curtis Window Cleaner	Parish Hall & bus shelters	100.00		100.00	BACS	220721
Urwin Joinery	Bus shelter repairs	1400.00		1400.00	BACS	134
C G Curry	Travel expenses	4.05		4.05	301740	EN004
Viking-Direct	Stationery & Parish Hall supplies	95.17	15.86	79.31	BACS	7358756
Northumberland CC	Refuse collection – P/Hall	413.72	3.00	410.72	BACS	655453
Viking-Direct	Stationery & P/Hall supplies	18.59	3.10	15.49	BACS	7382780
Tynedale Vermin Control	Grass cutting contract	928.00		928.00	BACS	246
Shotton Waste Services	New drainage field - cemetery	3632.40	605.40	3027.00	BACS	23172
Shotton Waste Services	Empty septic tank - cemetery	399.00	19.00	380.00	BACS	23173
Nicholson Portnell	Acquisition of play area	948.40	151.40	797.00	BACS	105220
Smith Marston	Corchester pavilion survey	720.00	120.00	600.00	BACS	21081.1
Staff Wages	October 2021	2426.37		2426.37	BACS	2207
Unity Trust Bank	Bank Account charges	18.00		18.00	DD	0921
Unity Trust Bank	Bank Account charges	34.80		34.80	DD	0921
Hollybush Nursery	Hanging baskets	240.00		240.00	BACS	2362
ADT Fire and Security	CCTV maintenance	94.12	15.69	78.43	BACS	47947995
Swansons of Hexham	Alarm maintenance	280.80	46.80	234.00	BACS	2619,20,21
J P Westall Ltd	Boiler service	113.64	18.94	94.70	BACS	20735
Came and Company	Insurance renewal	3819.24		3819.24	BACS	36861143
BT Plc	Parish Hall telephone/wifi	103.18	17.20	85.98	DD	M062 1&
Rentokil	Washroom supplies	189.96	31.67	158.29	DD	34017265
PKF Littlejohn LLP	External audit fee	480.00	80.00	400.00	BACS	SB20212057
Corona Energy	Parish Hall electricity supply	39.37	1.88	37.49	DD	1069448
Corona Energy	Cemetery - electricity	30.07	1.43	28.64	DD	1069649
Peter Rodger	Corbridge Matters	675.00		675.00	BACS	2017-93
Nicholson Portnell	Golden brick payment Plot 66	14450.00		14450.00	BACS	COR0362
Everflow	Parish Hall water rates	10.98		10.98	DD	1148489
Wel Medical	Defibrillator pads	43.20	7.20	36.00	BACS	I245309
Wel Medical	Defibrillator pads	43.20	7.20	36.00	BACS	I245334
English Heritage	Licence fee - Corchester Field	140.00		140.00	BACS	82364
Tynedale Vermin Control	Grass cutting contract	928.00		928.00	BACS	249
Tynedale Vermin Control	Groundworks - various	270.00		270.00	BACS	248
YTC Hexham	Watering cans - Parish Hall	9.98	1.66	8.32	BACS	51589
Engie	Parish Hall gas supply	64.03	3.05	60.98	DD	1-00541676
EE	Mobile phone contracts	52.87	8.81	44.06	DD	V01912778545
Unity Trust Bank	Manual credit charges	3.00		3.00	DD	04/06-03/09
Mrs A Senior	Postages	18.30		18.30	BACS	
C Urwin	Cemetery gates refurbishment	875.00		875.00	BACS	
<b>Totals</b>		<b>£36,267.80</b>	<b>£1,226.11</b>	<b>£35,041.69</b>		

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### INCOME RECEIVED IN AUGUST 2021

Reference	Detail	Amount	Date
C J Taylor	Parish Hall Fees	105.00	02.08.21
Corbridge Chamber Music	Parish Hall Fees	75.00	04.08.21
L Robertson	Parish Hall Fees	225.00	06.08.21
Shelly Dance Fitness	Parish Hall Fees	30.00	09.08.21
Abacus Wealth Management	Parish Hall Fees	40.00	09.08.21
CD2021-12 DA30	Cemetery Fees	705.00	13.08.21
WB Rugs Ltd	Parish Hall Fees	120.00	16.08.21
Various (90)	Parish Hall Fees	675.00	19.08.21
HMRC VTR	VAT refund	3453.46	20.08.21
Supastrikers	Parish Hall Fees	45.00	20.08.21
C Ridley	Parish Hall Fees	45.00	23.08.21
Karate (430)	Parish Hall Fees	15.00	24.08.21
Beth Veitch	Parish Hall Fees	240.00	25.08.21
C Reid	Parish Hall Fees	97.50	26.08.21
C Taylor	Parish Hall Fees	105.00	26.08.21
FOB Ltd	Corbridge Matters advertising	50.00	27.08.21
FOB Ltd	Parish Hall Fees	33.75	31.08.21
C Urwin	Cemetery lodge rent	500.00	31.08.21
<b>Total</b>		<b>£6,559.71</b>	

### INCOME RECEIVED IN SEPTEMBER 2021

Reference	Detail	Amount	Date
D Crowley	Parish Hall Fees	45.00	03.09.21
Kevin Foster Funeral Services	Cemetery Fees CD2021_16	2290.00	03.09.21
Northumberland CC	Precept payment	64000.00	07.09.21
Northumberland CC	Community Led Housing Grant	34000.00	07.09.21
Various (432)	Parish Hall Fees	1642.50	14.09.21
Karate (433)	Parish Hall Fees	20.00	14.09.21
Lucy Crystal	Corbridge Matters Advertising	75.00	15.09.21
A Wildsmith	Parish Hall Fees	250.00	16.09.21
Supastrikers	Parish Hall Fees	60.00	16.09.21
C Urwin	Cemetery Lodge Rent	£500.00	20.09.21
B T Ridgway	Parish Hall Fees	£45.00	21.09.21
G Dye	Parish Hall Fees	£210.00	22.09.21
J Newbold	Parish Hall Fees	£45.00	22.09.21
Dovey & Theob	Parish Hall Fees	£45.00	22.09.21
W Barton	Parish Hall Fees	£120.00	27.09.21
Various (434)	Parish Hall Fees	£565.00	28.09.21
M Dixon (435)	Cemetery Fees CD2021_017	£310.00	28.09.21
Tynedale Hospice	Parish Hall Fees	£50.00	28.09.21
Charlotte Straker	Parish Hall Fees	£110.00	29.09.21
<b>Total</b>		<b>£104,382.50</b>	

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### APPENDIX B

#### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 22<sup>nd</sup> SEPTEMBER 2021

REFERENCE NUMBER	DESCRIPTION	ADDRESS
21/02606/FUL	Conversion of double garage to annex with work including internal alterations and extension and the erection of double garage on driveway	Garden to Northwest of Milkwell House, Milkwell Lane, Corbridge
21/02685/FUL	Demolition of existing outbuildings, proposed ground floor extension, carport and all associated works.	Town Farm Cottage, Trinity Terrace, Corbridge
21/02925/FUL 21/03048/LBC	Proposed single storey three bed dwelling to include conversion of existing building, parking for three cars and landscaping.	Eastfield, Main Street, Corbridge
21/03104/FUL	Construction of first floor rear garden room extension with balcony and external staircase	Saxby House, Station Road, Corbridge
21/03128/FUL	Construction of raised decking and construction of oriel window to rear of property	11-13 Front Street, Corbridge
21/03162/FUL	Erection of glass covered walkway, with planted trellis side, within courtyard of existing building	Shildon House, Shildon, Corbridge
21/03131/VARYCO	Variation of condition 2 (approved plans) on approved application 20/04043/FUL to allow dormer windows and amended rooflights to garage roof, windows and doors with covered entrance to garage gable and amended roof to snug extension with omission of chimney.	Stable House, Farnley Hill, Corbridge
21/03236/ADE	Advertisement consent for installation of non-illuminated fascia sign	Smiths Gore, Eastfield House, Main Street, Corbridge
21/02516/FUL	Retrospective: Construction of 2no log stores, 1 no tool storage and shelter shed and 1no poly tunnel for growing saplings	Land at southeast of Pit Allotment Wood, Corbridge
21/03461/FUL	Propose alterations to window and door openings to rear of main house, offshoot extension and outbuildings	Rosebank, Appletree Lane, Corbridge

### APPENDIX C

#### PLANNING DECISIONS RECEIVED ON 22<sup>ND</sup> SEPTEMBER 2021

REFERENCE NUMBER	DESCRIPTION	DECISION
21/02265/PRUTPO	Tree Preservation Order: Removal of 2 branches from a Horse Chestnut Tree and a single branch from a Lime Tree Primlea Court, Aydon Road, Corbridge	PERMIT
21/01138/FUL	Proposed single and two storey extension to the side and rear with first floor terrace. Garage converted to office (as amended) 27 Crofts Avenue, Corbridge	GRANTED
21/02818/FELTPO	Tree preservation order - application for works to T1 Red Horse Chestnut tag no 1356 (minor pruning, reduce by 2-3 linear metres) T2 - Horse Chestnut tag 1357 (crown lift to 7m and minor prune) and T3 Norway Maple Tag 1358 (minor pruning to reduce by 2-3 linear metres) Primlea court, Aydon Road, Corbridge	PERMIT
20/04042/FUL	Reuse and extension to buildings to create dwelling along with parking and landscaping. Existing access from highway to be upgraded Land Northwest of Aydon South Farm, Corbridge	GRANTED
20/03855/LBC	Listed Building Consent for the conversion and change of use of farm buildings to a residential dwelling including extensions, parking, landscaping and improvement to the access to the site. Aydon South Farm, Corbridge	GRANTED

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### APPENDIX D

<b>CORRESPONDENCE</b>	
Northumberland County Council	Climate Emergency Declarations
Northumberland Assoc of Local Councils	Member Councillor Census – 2 September 2021
Northumberland County Council	Free Tree Giveaway
East Tynedale Parish Council Forum	Climate Change Presentation by Nick Johnstone, NCC – 6 <sup>th</sup> October 2021 7.30pm Newton Community Hall.
Tyne Valley Community Rail Ptnrsp	AGM – 19 <sup>th</sup> October 2021 at 4.00pm (Zoom)
Northumberland Assoc of Local Councils	AGM – 9 <sup>th</sup> October 2021 at 10.15am East Bedlington Community Centre
Northumberland County Council	Planning Validation Checklist Consultation
Nicholson Portnell	Transfer documents for Plot 66 re purchase of affordable unity
Smith Marston	Structural survey for Corchester Pavilion
NALC	eNews - Weekly
Northumberland County Council	Temporary Road Closure – St Helen’s Lane. Northern Gas Networks to carry out gas mains replacement works - 13 <sup>th</sup> September – 3 <sup>rd</sup> October 2021
Northumberland County Council	NCC Climate Change Newsletter – August 2021
Highways England	A69 Bridge End improvements update – August 2021
Northumberland County Council	Temporary Road Closure – B6321 Dilston to Corbridge. 20 <sup>th</sup> September – 8 <sup>th</sup> October 2021 07:00 – 17:00
Northumberland County Council	Rolling road closures – Tour of Britain Cycle Race 10 September 2021
Northumberland County Council	Climate Change Newsletter – September 2021
Community Action Northumberland	CAN eNews September 2021
LCR Magazine	Issue 3 - 2021