

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 27TH APRIL 2022

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

0422.01 RESIDENTS present raised the following 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) **Action Foundation – Ukraine.** Residents questioned what the Parish Council were doing to support families arriving from Ukraine. Cllr N M Oliver advised that he had put an appeal out on Facebook asking for accommodation and 2 people had come forward with offers. A Facebook Group had been set up and a website is currently being created. There is also a Corbridge for Ukraine WhatsApp group. Efforts are being combined with Hexham and Prudhoe. Northumberland County Council had offered 100 house in Ashington and Northumberland Communities Together is looking to co-ordinate efforts.
- b) **Grass cutting – The Chains.** It was noted that the grass was not being cut on the main area of the Public Open Space. This is the responsibility of Persimmon Homes.
- a) **Parking.** It was noted that some cars travelling along Princes Street are turning up Hill Street (through the no entry signs) to utilise the parking spaces outside the Golden Lion. Cllr W Clouston will mention this in his next column in Corbridge Matters.

0422.02 TO ACCEPT AND APPROVE APOLOGIES FOR ABSENCE. Apologies received and accepted from Cllr L Stenhouse.

0422.03 TO RECEIVE DECLARATIONS OF COUNCILLORS' INTEREST. Cllr N M Oliver declared a personal and prejudicial interest in item 0422.08 Planning Applications, as a member of Northumberland County Council's Planning Committees.

0422.04 TO APPROVE AND SIGN THE MINUTES OF THE CONCIL MEETING HELD ON 23 MARCH 2022. 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 23 March 2022 as an accurate record.

0422.05 ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 23 MARCH 2022

- a) **South side car park extension.** Minute 0322.11c refers. Work is progressing within Northumberland County Council. A site meeting is to be held with Rob Murfin, NCC in due course.

0422.06 FINANCE/ADMINISTRATION.

- a) **Accounts for payment.** It was AGREED to approve the items of expenditure on the list, previously circulated. (See Appendix A).
- b) **To accept and approve the Budget Report 2021-22 and Bank Reconciliation for 31 March 2022.** It was AGREED to accept and approve the Budget Report 2021-22 and Bank Reconciliation for year ended 31 March 2022.
- c) **To consider and approve the Risk Assessment.** This was deferred to the next meeting.

0422.07 PLANNING DECISIONS. It was AGREED to accept the details of the Planning Decision made by Northumberland County Council, in accordance with the list circulated. (Appendix C)

0422.08 PLANNING APPLICATIONS. It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B)

0422.09 CORRESPONDENCE. Correspondence and information items received since the March meeting had been listed on the agenda and were noted. (Appendix D) (*Note: wherever possible, all communications addressed to the Council are circulated to all Councillors by email for information as and when received*).

0422.10 CHAIRMAN'S REPORT. Cllr Clouston gave his verbal report on outstanding issues.

- a) **Community Woodland.** Graham Head had reported that he had submitted an application to the Woodland Trust which had been accept. The Woodland Trust can assist with design, tree selection and will cover 75% of the cost of the saplings. There are also subsidies towards a planting contractor. A meeting is to be held with the landowner's agent in due course. Cllr Curry advised that he would approach the Tyne Rivers Trust for support.

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- b) **Community Led Housing Project.** The first house on the Roman Fields site is due for completion soon. The committee is to seek clarification on the letting criteria with Northumberland County Council.
- c) **Market Place.** A meeting needs to be held with Northumberland County Council before the project can be progressed any further.

0422.11 COUNTY COUNCILLOR'S REPORT. Cllr N M Oliver gave his verbal report on matters relating to Corbridge Parish and the wider County.

- c) **Highways Issues.** Cllr Oliver had met with Andy Olive, NCC to discuss various highways issues. Confirmation on the final LTP submissions is still awaited however Cllr Oliver confirmed that the 20mph zone in the centre of the village should be implemented this financial year.
- d) **Sign posts.** There appear to be several crooked sign posts in Corbridge which have been hit by vehicles. NCC is to send a team to Corbridge to carry out the repairs all together. It was noted that the priority sign on St Helen's Lane had been replaced and surrounded by bollards.
- e) **Road surfacing.** Glebelands is on the list to be resurfaced. It is hoped that this will be carried out this year.
- f) **Football Club.** Corbridge United had asked if they could use Corchester Field for training/matches. They have been made aware of the uneven surface due to the various digs that have been undertaken by English Heritage over the years. The Parish Council has no objection to them using the pitch however they would have to carry out their own risk assessment, roll the area and mark it.
- g) **Highways and Neighbourhood Services Liaison Meeting.** A meeting had been held earlier in the day where 3 NCC officers had attended, representatives from Visit Corbridge, Corbridge Community Partnership and Corbridge in Bloom. Minutes of the meeting will be circulated in due course. It was noted that Corbridge in Bloom had not entered Britain in Bloom this year due to the harsh judging they had received in 2021. Groups in the village felt there had been a general decline in the state of the centre of the village. It is hoped this will improve with the appointment of a Village Handyman.
- h) **Jubilee Tree.** Corbridge in Bloom would like to plant a tree to commemorate the Queen's Platinum Jubilee on the Chains Public Open Space. This was AGREED.

0422.12 TO RECEIVE COUNCILLORS' REPORTS ON ANY VILLAGE/HIGHWAY ISSUES.

- a) **Front Street Parking.** A discussion took place over residents only parking on Front Street and the provision of residents parking permits for businesses and residents with off street parking. It was noted that the redesign of the Market Place would include specific residents parking. The Parish Council is also looking into a north side car park.

0422.13 TO CONSIDER SUBMITTING ENTRE TO NALC STAR COUNCIL AWARDS 2022. Corbridge Parish Council is featured in NALC's Health and wellbeing case studies publication in recognition of the council's work developing a loneliness campaign. NALC had contacted Corbridge Parish Council to ask if we would consider seeking further recognition, by submitting an entry to NALC's Council of the Year award. The award is part of NALC's Star Council Awards, which recognises the contribution local (parish and town) councils make to their communities. After discussion, it was AGREED to put forward the Community Led Housing Project Scheme.

0422.14 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.

- a) **Electric Vehicle Charging Points.** It was noted the electric vehicle charging points had been installed on Main Street. It was felt that they are very discreet and perfect for the Corbridge conservation area.
- b) **EXHIBITION.** English Heritage currently have an exhibition in the library which will run until October. It shows photos of the original Corstopitum Roman Town being excavated

0422.15 TO CONSIDER APPOINTMENT OF A HANDYMAN FOLLOWING INTERVIEWS. Interviews had been held earlier in the day for the Village Handyman. It was AGREED to appoint Andrew Cunningham who will originally work 4 hours per week with a view to additional hours should they be required.

0422.16 DATE OF NEXT MEETING. The next meeting will be the Annual Parish Meeting on Wednesday 1st June 2022 at 7.00pm followed by the Annual Meeting of the Parish Council.

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APPENDIX A

ACCOUNTS FOR PAYMENT – APRIL 2022

Payee	Description	Gross payment	VAT	Net payment	Payment method	Invoice Number
Northumberland CC	Cemetery rates	1771.45		1771.45	301744	2610048224
Rentokil	Washroom Services	202.28	33.70	168.58	DD	34260637
EE	Mobile phone contract	52.52	8.75	43.77	DD	V01981375744
BT Plc	P/Hall phone/WIFI	100.68	16.78	83.90	DD	M069 TH
Everflow Ltd	Water supply – P/Hall	11.50		11.50	DD	1487467
H M Revenue Customs	PAYE – April 2022	844.03		844.03	BACS	2301HMRC
T W Pension Fund	Pension contributions	955.88		955.88	BACS	2301TWPF
Corona Energy	Parish Hall electricity	122.12	5.82	116.30	DD	IN0001253239
Corona Energy	Cemetery electricity	143.32	6.82	136.50	DD	IN0001252233
Engie Gas Ltd	Gas supply – P/Hall	484.74	80.79	403.95	DD	1-00661490
Agilico Technologies	Photocopier contract	32.19	5.37	26.82	DD	INV105519
Hallmaster Ltd	Online booking system	224.40	37.40	187.00	CARD	HM-4013
Corbridge Youth Initiative	Grant aid 2023	7500.00		7500.00	BACS	
Corbridge in Bloom	Grant aid 2023	2500.00		2500.00	BACS	
RBL Corbridge Branch	Grant aid 2023	250.00		250.00	301745	
Moneysoft	Payroll software	180.00	30.00	150.00	CARD	U246287
Anglian Water	Water rates – allotments	22.39		22.39	DD	10322986
Grenke Leasing	Photocopier lease	130.32	21.72	108.60	DD	
Amazon	Litter picking gloves	29.84	2.48	27.36	BACS	2022-12889
Northfire	Fire extinguisher service & replacement	114.99		114.99	BACS	SI-258
Northumberland Assoc of Local Councils	Subscription 2022	773.27		773.27	BACS	NALC 034 22/23
Lloyds Bank	Monthly card fee	3.00		3.00	CARD	
Staff wages	May 2022	2441.52		2441.52	BACS	2302
Anglian Water	Water rates – cemetery	14.46		14.46	DD	10391546
Tynedale Vermin Control	Grass cutting	928.00		928.00	BACS	263
Tynedale Vermin Control	Groundworks various	140.00		140.00	BACS	264

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INCOME RECEIVED

Payee	Description	Amount	Date
Z V York	Parish Hall Fees	100.00	01.04.22
L Robertson	Parish Hall Fees	250.00	01.04.22
Orchard Court Mgmt	Parish Hall Fees	20.00	01.04.22
Lambert Taylor & Gregory	Corbridge Matters Advertising	450.00	01.04.22
Tynedale U3A	Parish Hall Fees	20.00	01.04.22
Sum Up Payments	Parish Hall Fees	43.87	04.04.22
Spirit of Africa	Parish Hall Fees	75.00	05.04.22
Northern Powergrid (91)	Wayleave – Cemetery	35.35	05.04.22
Various (92)	Parish Hall Fees & Allotment rent	385.00	05.04.22
Karate (93)	Parish Hall Fees	180.00	05.04.22
Various (94)	Allotment rent plots 22 & 33	80.00	05.04.22
Anton Estates	Corbridge Matters advertising	225.00	06.04.22
C Reid	Parish Hall Fees	356.25	06.04.22
Northumberland CC	Precept	67500.00	08.04.22
Northumberland CC	Cemetery Fees	310.00	08.04.22
Funeral Services Ltd	Cemetery Fees	1237.00	08.04.22
Jessie Juniper	Corbridge Matters Advertising	225.00	08.04.22
C Ridley	Parish Hall Fees	90.00	11.04.22
Northumberland CC	Community Led Housing Grant claim	43350.00	12.04.22
Northumberland CC	Cemetery fees – Strettles	820.00	12.04.22
C J Taylor	Parish Hall Fees	150.00	13.04.22
G Dye	Parish Hall Fees	210.00	20.04.22
Croft and Graves	Corbridge Matters advertising	75.00	25.04.22
Various (463)	Parish Hall Fees & allotment rent	450.00	25.04.22
Forum Books	Corbridge Matters Advertising	150.00	25.04.22
P R Dixon	Corbridge Matters Advertising	150.00	26.04.22
Marketplace Tandoori	Corbridge Matters Advertising	150.00	26.04.22
C Urwin	Cemetery Lodge rent	500.00	27.04.22
Various (464)	Parish Hall Fees	82.50	28.04.22
Supastrikers	Parish Hall Fees	60.00	28.04.22
Hexham Chiropractic	Corbridge Matters Advertising	75.00	30.04.22

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APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 27 APRIL 2022

REFERENCE NUMBER	DESCRIPTION	ADDRESS
22/00949/FUL	Single storey rear extension	Abbey Hurst, Aydon Road, Corbridge
22/01073/VARYCO	Variation of condition 2 (approved plan) and 16 (cycle parking) on approved planning application 20/03388/FUL	Shildon, Corbridge
21/01712/LBC 21/01198/FUL	Listed Building consent for conversion and demolition of existing buildings to residential use including extension, landscaping and parking provision (amended description)	Unit 2, Land North of Aydon South Farm, Corbridge
22/01095/FUL	Redevelopment of existing single storey side extension and double garage to provide extended living area and improved internal circulation of extension and conversion of garage to bedroom with dressing room and ensuite	Howden Dene East Lodge, Newcastle Road, Corbridge
22/00644/FUL	Retrospective: Construction of suspended roof in private woodland	Woodland South of Dilston West Cottages, Corbridge
22/00751/FUL	Construction of proposed building to be used as ancillary accommodation	Colwyn, St Helen's Lane, Corbridge
22/01225/FUL	Convert garage, provide porch, remove conservatory, alter windows and apply cladding to first floor walls	Newholme, Corchester Avenue, Corbridge
22/01269/PRUTPO	Tree Preservation Order Appln: T2 & T3 beech. Remove/reduce 5 branches and secondary branches over neighbouring property to give 3m clearance from roof	The Old Vicarage, Aydon Road, Corbridge
22/01142/FUL	Replace existing conservatory with garden room	Woodside, Farnley
22/01100/FUL	Timber shed for storage of tools and equipment required to maintain the woods and culverts (Retrospective)	Ochre Woods, Corbridge

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APPENDIX C

PLANNING DECISIONS RECEIVED ON 27th APRIL 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
22/00687/PRUTPO	Tree Preservation Order Application- Willow: Reduce crown to 9m height and 7m spread. Culduie, Greencroft Avenue, Corbridge	PERMIT
21/04691/FUL	Outdoor domestic swimming pool Ravenstone, Ladycutter Lane, Corbridge	GRANTED
21/04241/FUL	Internal alteration to ground and first floor plans, alteration of windows and doors, rear extension and associated landscaping works. West Cheynes, Stagshaw Road, Corbridge	GRANTED
21/04708/FUL	To alter two of the existing window openings on the rear (north facing) elevation Dene House, Howden Dene Farm, Newcastle Road, Corbridge	GRANTED
21/04539/FUL	Erection of extension with terrace on roof to extend existing balcony (as amended) Radcliffe House, Main Street, Corbridge	GRANTED
21/03983/FUL	Change of use from retail (class E) to residential (class C3) 16 Hill Street, Corbridge	GRANTED
21/02126/FUL	Loft conversion, new dormers to rear roof pitch and new Velux windows to front roof pitch 23 St Wilfreds Road, Corbridge	GRANTED

APPENDIX D

CORRESPONDENCE RECEIVED SINCE THE MARCH MEETING

All communications addressed to the Council are circulated to Councillors by email for information, as and when received.

SENDER	DETAIL
NALC	eNews – weekly
Community Action Northumberland	CAN eNews – monthly
Northumberland County Council	Support for tree planting in the Parish
Northumbria Police	Northumbria Connected – Connected to your community
Healthwatch Northumberland	Pharmacy Needs Assessment