

## Minutes of the meeting of Corbridge Parish Council held on 28<sup>th</sup> September 2022 at 19:00 in Corbridge Parish Hall

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

0922.01 **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) **Consultation on Woodland Creation Scheme at Prospect Hill** – Mr. Porter attended the meeting to update the Parish Council on the progress of his community woodland scheme. Mr. Porter had provided plans which had been circulated to all Councillors. The plans described the scheme in summary and were noted. Mr. Porter is consulting with the neighbouring properties regarding the scheme and if they have seen any red squirrels in the area. The timescale for the scheme is Winter 2023.
- b) **Problems in Princes Street.** A resident from Princes Court attended the meeting to express concerns regarding the junction of Princes Street and Hill Street. Since the road layout had changed, residents are finding crossing the road in this area very difficult especially with cars parking on the double yellow lines on both sides of the road. Parking enforcement can issue fines to cars parked on double yellow lines however parking on the pavement is a matter for the police. 20mph was requested and Cllr N M Oliver gave an update on the 20mph zone which is to be introduced in the village centre. Speed bumps were also requested however Cllr N M Oliver advised that these caused issues with noise and emissions in the vicinity of the speed bump. Cllr N M Oliver had also requested NCC look at the signage on the Golden Lion corner to make it clearer. Concerns were also expressed over noise from the new Sycamore Restaurant which had opened in Town Hall Buildings. It was noted that this was the responsibility of NCC Licensing, and any complaints would be dealt with by them.
- c) **Drains.** It was noted that the gully opposite the Post Office is blocked solid. This will be reported to NCC.

0922.02 **Apologies for Absence** received and accepted from Cllrs M J Stone and L Stenhouse.

- a) To agree leave of absence for Cllr L Stenhouse until January 2023. Due to work commitments Cllr L Stenhouse is unable to attend meetings until January 2023. It was AGREED to grant a leave of absence until January 2023.

0922.03 **Declarations of Councillor's Interest.** Cllr N M Oliver declared a personal and prejudicial interest in item 0922.08 as a member of Northumberland County Council's planning committees and item 0922.07d as a member of Sport Tynedale.

0922.04 **To consider co-option to fill one vacancy.** An application had been received from Caroline Burns to join the Parish Council. It was proposed by Cllr C G Curry, seconded by Cllr N M Oliver and AGREED unanimously to co-opt Caroline Burns onto the Council. Caroline signed her declaration of acceptance of office in the presence of the Clerk to the Council. Cllr C Burns then took her seat at the table.

0922.05 **Minutes** of the Council meeting held on **27<sup>th</sup> July 2022** were approved and signed as an accurate record.

0922.06 **Actions taken** following the meeting held on **27<sup>th</sup> July 2022.**

- a) **Public Toilets.** Minute 0722.05b refers. It was noted that the graffiti had not been removed from the back of the toilet doors in the gents' toilets. This had been reported to NCC.
- b) **Corbridge Football Club.** Minute 0722.10b refers. The Football Club had been given permission to use Corchester Field for training etc although they will need to arrange to roll it first.
- c) **Car Parking.** Minute 0722.10a refers. NCC is to prepare a pre planning application to establish if planning would be granted for a new car park on the north side of the river.

- d) **Pathway from Farnley to Corbridge.** Minute 0722.12 refers. Councillors had received reports from residents over the danger of walking without a footpath from Farnley to Corbridge. This been submitted in the 2022-23 LTP however had not been accepted. The Parish Council had resubmitted this as a priority in the 2023-24 LTP and it is hoped that it will be accepted this time.

0922.07 **Finance/Administration**

- a) **Accounts for payment.** It was AGREED to approve the items of expenditure on the list previous circulated. (Appendix A).
- b) **To accept and approve Section 3 [External Auditor Report and Certificate] of the Annual Governance and Accountability Report 2021-22.** Section 3 of the Annual Governance and Accountability Report 2021-22 had been returned by PKF Littlejohn LLP with no items to note. It was AGREED to accept and approve the completed audit for the year 2021-2022.
- c) **To consider increase in Grant Aid for RBL Corbridge Branch for Remembrance Day.** After discussion, it was AGREED to increase the annual contribution towards the Remembrance Day Parade to £350.00 from £250.00.
- d) **To consider request for Grant Aid from Sport Tynedale.** After discussion, it was AGREED to make a contribution of £250 to Sport Tynedale.
- e) **To consider request for Grant Aid from Tynedale Hospice at Home.** After discussion, it was AGREED to make a contribution of £300 to Tynedale Hospice at Home.

0922.08 **Planning Applications** <https://publicaccess.northumberland.gov.uk/online-applications>. It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B)

- a) **To consider supporting Sandhoe Parish Council's application to the Secretary of State regarding the planning application at Anick Grange, Hexham for the extraction of sand and gravel 21/02505/CCMEIA.** An email had been received advising that Sandhoe Parish Council have appointed agents to prepare an application to the Secretary of State asking them to call in the planning application and requesting support from Corbridge Parish Council. After discussion, it was AGREED to note the request however no action will be taken.

0922.09 **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. A discussion took place around the refusal of the planning application at The Dyvels Inn. The Parish Council had not objected to this application and it is hoped a solution can be found. (Appendix C)

0922.10 **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*)

0922.11 **To receive reports, from the Chairman and County Councillor and if appropriate from Working/Liaison Groups with enclosed minutes, if applicable.**

a) **Chairman's Report.**

- I. **Corchester Field.** An advert had been placed in Corbridge Matters asking for contractors to come forward to give quotes for the refurbishment of the pavilion. 3 contractors had come forward and site meetings are to be held on Friday 30 September 2022. It was noted that the fencing is to be replaced this weekend. Further works required are: relocating a bench from The Coigns, installing a bicycle rack and trimming the growth on the bottom of the trees. A draft lease had been received from English Heritage however Cllr W Clouston has requested a simplified lease.
- II. **Community Led Housing Project.** The first property is complete with just a couple of snagging issues to rectify, and the clerk is currently pursuing Miller Homes for the property to be handed over to the Parish Council. The garden will need to be turfed and the large shed in the garden needs to be relocated to the back of the garden.

- III. **Market Place.** A meeting is still to be held with NCC Highways to agree the kerbs and highway.
  - IV. **Cemetery Gates.** It had been AGREED to obtain a quote to replace the maintenance gate at the cemetery with a more decorative design. A quote of £1785 + VAT had been received and it was AGREED to accept this quote. Cllr W Clouston is to meet the contractor onsite next week to finalise the design.
- b) **County Councillor's Report**
- I. **Broadband project** is due to start. This will cover the area ½ way up Aydon Road towards the Military Road.
  - II. **Grass cutting by Karbon Homes contractors.** The contractors appear to be on top of the issues although overgrown hedges now appear to be problem. It is hoped that all issues will be ironed out before the 2023 season.
  - III. **Pele Tower.** It was noted that the lease for the Pele Tower had expired had not been renewed or taken over. There had been a lot of mis-information on social media stating that rowdy behaviour had closed the Pele Tower when this is not the case. The license for outdoor trading had expired and was not renewed and this led to Northumberland County Council asking for the outdoor area to be closed until a new license was applied for and granted. It was thought that complaints had been received regarding noise however this is the case of most of the pubs in Corbridge at some point including the Parish Hall.
  - IV. **Fly parking.** Cllr Oliver is trying to get Northumberland County Council and Northumbria Police to liaise over the issues of fly parking outside the Co-op.
- c) **To receive update on the Community Led Housing Project and consider options for loan application.** Cllr N M Oliver had circulated a paper with various options for drawing down the loan. It was RESOLVED to apply to PWLB for a loan of £100,000 over 10 years for the purpose of purchasing four affordable houses from Miller Homes for a Community Led Housing Scheme. The loan will be at a fixed rate and repayments will be, depending on interest rates while waiting for drawdown, £13,164. The properties will be funded by a grant from NCC of £180,000, PWLB Loan and the remaining funds from the Parish Council reserves. It was noted that the annual rent collected from the 4 properties will be in the region of £18,500 per year. It is not intended to increase the council tax precept for the purpose of the loan repayments.

0922.12 **To receive reports on any village/highways issue**

- a) **To consider options for grass cutting contract.** Sadly, our grass cutting contractor, Warren Scott died suddenly at the end of July and the Parish Council had to find an alternative over the summer. Northumberland County Council stepped in and are covering the additional areas until the end of the grass cutting season. The Parish Council has 3 options to consider:
  - Putting the contract out to tender.
  - Asking Northumberland County Council for a quote to add the additional areas onto the existing contract.
  - Purchase a ride on lawn mover which would be kept in one of the Cemetery Chapels.
  - Costs will be obtained for each option and discussed by the Finance and General Purposes Committee who will bring a recommendation to the Parish Council in December when the budget will also be discussed.
- b) **To consider request for seating at bus stops outside of the village centre.** A request had been received for seating at the bus stops outside of the village centre. It was AGREED to initially purchase 2 bench styles seats to be located on Stagshaw Road near to Priory Gardens.
- c) **To consider costs of replacement seating for The Coigns.** In order to improve the appearance at The Coigns it was AGREED to purchase 4 hardwood benches from Jacksons Sawmill at a cost of £399 per bench to replace the existing two. The existing benches will be relocated to The Crofts Estate and Corcester Field.
- d) **To consider proposal from Cycle Minds for a public bike fix station in Corbridge.** Cycle Minds has funding to place a bike fix station in Corbridge. It was AGREED to

support this initiative and it was felt that the most appropriate location would be the wide stretch of pavement along from the Kings Oven.

- e) **To consider quote for additional Vehicle Activated Signs.** Quotes had been obtained to purchase 3 additional vehicle activated signs. It was AGREED to accept the quote from

Elan Signs and install 2 signs in Farnley and an additional sign on Aydon Road. The cost of the signs are £2,200 each + fixings. Northumberland County Council had agreed the location of the signs in Farnley and will install the posts on behalf of the Parish Council. It was noted that the sign on Newcastle Road is not working. The clerk will arrange to have the sign cleaned and the trees cut back from the sign.

0922.13 **Any urgent business allowed by the Chairman/Agenda items for the next meeting.**

- a) **Electric Vehicle Charging Points.** It was noted that the EV chargers on Main Street are still not operational. It is expected these will be operational in the next few weeks.
- b) **Signage.** It was noted that the parking sign by the Larder is leaning. Cllr N M Oliver had spoken to Andy Olive, Northumberland County Council who advised that they would come to Corbridge and repair/refix all the damaged signs in one visit.
- c) **Storm Arwen.** Cllr C G Curry had attended the meeting arranged by Guy Opperman with representatives of Northern Powergrid. The meeting was a chance to hear about funding opportunities and to understand what improvements have been made ahead of this winter. Northern Powergrid are inviting applications to the Community Resilience Fund to help parishes prepare for extreme weather events such as Storm Arwen. Corbridge Parish Hall had not lost power during Storm Arwen however Farnley had been without power for 72 hours. Cllr M V Kemp is to look into what could be needed in the event of another power outage for the residents. It was noted that fibre broadband/telephone requires power so will not be operational during power outages.

0922.15 **The next meeting of the Parish Council** will be held on **Wednesday 26<sup>th</sup> October 2022 at 19:00** in Room One of Corbridge Parish Hall.

## APPENDIX A

### ACCOUNTS FOR PAYMENT – 28<sup>TH</sup> SEPTEMBER 2022

(Payments are authorised by LGA 1972 s14, 144, 145, 214 or 215 or PCA 1957)

Payee	Description	Gross payment	VAT	Net	Payment method
C G Curry	Travel expenses	34.43		34.43	301746
Rentokil	Washroom supplies	202.28	33.70	168.58	DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
EE	Mobile phone contracts	55.07	9.18	45.89	DD
Engie	Parish Hall gas supply	80.39	3.83	76.56	DD
Corona Energy	Cemetery electricity supply	44.24	2.10	42.14	DD
Corona Energy	Parish Hall electricity supply	66.24	3.16	63.08	DD
Everflow	Parish Hall water rates	11.13		11.13	DD
H M Revenue and Customs	PAYE – Sept 2022	499.44		499.44	BACS
T W Pension Fund	Pension contributions – Sept 22	799.26		799.26	BACS
A Curtis Window Cleaning	Parish Hall & bus stops	90.00		90.00	BACS
Tynedale Vermin Control	Grass cutting	928.00		928.00	BACS
Agilico Technologies Ltd	Photocopier maintenance contract	27.89	4.65	23.24	DD
A Cunningham	Handyman	416.00		416.00	BACS
Wel Medical	Defibrillator pad replacement	95.88	15.98	79.90	CARD
Tyne Valley CRP	Annual subscription 2022	10.00		10.00	BACS
J F Walton & Son Ltd	Parish Hall & Handyman supplies	80.72	13.45	67.27	DD
Amazon	Cones for handyman	47.99	8.00	39.99	CARD
Amazon	Signs for play area gate	5.98	1.00	4.98	CARD
Amazon	First Aid Kit refill – Parish Hall	14.55	2.43	12.12	CARD
Royal Mail	Postage stamps	81.50		81.50	CARD
PRS/PPL Ltd	Annual Music Licence	676.45	112.74	563.71	BACS
Peter Rodger	Graphic Design – C/Matters x2	475.00		475.00	BACS
Swansons of Hexham	Parish Hall Alarm Service	131.15	21.86	109.29	BACS
Swansons of Hexham	Cemetery Lodge Alarm Service	93.60	15.60	78.00	BACS
Swansons of Hexham	Cemetery Chapels Alarm Service	93.60	15.60	78.00	BACS
Alan Curtis Window Cleaning	Parish Hall & bus stops	90.00		90.00	BACS
Chris Urwin (Homebase)	Paint/repairs to Cemetery chapels	76.55	12.77	63.78	BACS
(Homebase)		(15.50)	(2.58)	(12.92)	
(Homebase)		(23.00)	(3.84)	(19.16)	
(Homebase)		(10.00)	(1.67)	(8.33)	
(YTC Hexham)		(14.99)	(2.50)	(12.49)	
(Matthew Charltons)	(13.06)	(2.18)	(10.88)		
Tynedale Vermin Control (J Scott)	Outstanding work – allotment clearance, play area fencing and riverbank clearance	640.00		640.00	BACS
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00	CARD
Mrs A Senior	Postages/travel expenses	96.72		96.72	BACS
SLCC	Finance training	54.00	9.00	45.00	CARD
Northumberland CC	Refuse collection – Parish Hall	429.84	3.00	426.84	BACS
Costco	Litter picking refuse sacks	11.51	1.92	9.59	BACS

<b>Payee</b>	<b>Description</b>	<b>Gross payment</b>	<b>VAT</b>	<b>Net</b>	<b>Payment method</b>
Timpsons	Key cutting – Parish Hall	13.50	2.25	11.25	BACS
Staff Wages	October 2022	2526.94		2526.94	BACS
Rentokil	Washroom Services	202.28	33.70	168.58	DD
EE	Mobile phone contracts	51.95	8.66	43.29	DD
Engie	Parish Hall gas supply	91.52	4.36	87.16	DD
Corona Energy	Parish Hall electricity supply	73.05	3.48	69.57	DD
Everflow	Parish Hall water rates	11.50		11.50	DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
Agilico Technologies Ltd	Photocopier maintenance contract	38.99	6.50	32.49	DD
APCS Ltd	Staff DBS Checks	31.20	2.20	29.00	CARD
PKF Littlejohn LLP	External audit fee	720.00	120.00	600.00	BACS
Wel Medical Ltd	Repair to defibrillator	388.80	64.80	324.00	CARD
Your Workwear	Hi vis jacket and vest	38.32	6.39	32.93	CARD
Grenke Leasing Ltd	Photocopier Lease	130.32	21.72	108.60	DD
ADT Fire and Security Plc	CCTV maintenance	101.83	16.97	84.86	BACS
Urwin Joinery	Boarding up pavilion Replacement gate at Cragside Play area	392.46		392.46	BACS
A Curtis Window Cleaner	Parish Hall & bus stop cleaning	90.00		90.00	BACS
Amazon	Handyman supplies	20.99	3.50	17.49	CARD
Amazon	Handyman supplies	23.99	4.00	19.99	CARD
Homebase	Handyman supplies	77.40	17.90	59.50	CARD
C Urwin	Repairs/refurbishment of Cemetery Chapels	950.00		950.00	BACS
Royal Mail	Postages	16.50		16.50	CARD
Royal Mail	Postages	6.60		6.60	CARD
Urwin Joinery	Car park fencing	2835.00	175.60	2659.40	BACS
AJGIBL Client Account	Insurance renewal	4805.04		4805.04	BACS
Unity Trust Bank	Bank account charges	38.25		38.25	DD
Unity Trust Bank	Bank account charges	18.00		18.00	DD
Unity Trust Bank	Bank account charges	2.70		2.70	DD

## INCOME RECEIVED – AUGUST/SEPTEMBER 2022

Reference	Detail	Amount	Date
C Hutchinson	Parish Hall Fees	120.00	01.08.22
Tynedale U3A	Parish Hall Fees	20.00	03.08.22
Corbridge Bridge Club	Parish Hall Fees	351.00	04.08.22
L Robertson	Parish Hall Fees	200.00	01.08.22
R Walker	Parish Hall Fees	210.00	04.08.22
Charlotte Straker Project	Parish Hall Fees	140.00	04.08.22
C Ridley	Parish Hall Fees	45.00	08.08.22
Corbridge WI (97)	Parish Hall Fees	65.00	08.08.22
G Johnston	Corbridge Matters Advertising	112.50	10.08.22
Mustique Ltd	Corbridge Matters Advertising	225.00	10.08.22
R I Oliver	Parish Hall Fees	300.00	11.08.22
Various (98)	Parish Hall Fees	200.00	15.08.22
C J Taylor	Parish Hall Fees	120.00	17.08.22
Karate (99)	Parish Hall Fees	30.00	18.08.22
W B Rugs	Parish Hall Fees	120.00	23.08.22
M Dunn	Corbridge Matters Advertising	75.00	25.08.22
C Urwin	Cemetery Lodge rent	500.00	30.08.22
Corbridge Chamber Music Festival	Parish Hall Fees	120.00	30.08.22
M Brebner	Corbridge Matters Advertising	225.00	30.08.22
Corbridge WI (100)	Parish Hall Fees	20.00	31.08.22
Dilston WI	Parish Hall Fees	40.00	01.09.22
C Hutchinson	Parish Hall Fees	120.00	01.09.22
S Flood	Parish Hall Fees	450.00	05.09.22
C Buchanan	Parish Hall Fees	90.00	05.09.22
Northumberland CC	Precept payment	67500.00	06.09.22
Various (110)	Parish Hall Fees	410.00	06.09.22
M Dunn	Corbridge Matters Advert	25.00	06.09.22
C J Taylor	Corbridge Matters Advert	105.00	07.09.22
Various (476)	Cemetery Fees	1855.00	13.09.22
C Ridley	Parish Hall Fees	60.00	13.09.22
G Dye	Parish Hall Fees	150.00	20.09.22
M Robertson	Parish Hall Fees	45.00	20.09.22
C Buchanan	Parish Hall Fees	30.00	21.09.22
V Kirk	Parish Hall Fees	45.00	26.09.22
Tynedale Chess Club	Parish Hall Fees	20.00	26.09.22
Doorstep Vet Co Ltd	Corbridge Matters Advert	225.00	26.09.22
C Urwin	Cemetery Lodge Rent	500.00	26.09.22
H Lynch	Parish Hall Fees	10.00	26.09.22
Charlotte Straker Project	Parish Hall Fees	240.00	27.09.22
WB Rugs Ltd	Parish Hall Fees	120.00	28.09.22
Various (478)	Cemetery Fees	2124.00	30.09.22
Unity Trust Bank	Credit Interest	96.46	30.09.22

## APPENDIX B

### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 28<sup>th</sup> SEPTEMBER 2022

REFERENCE NUMBER	DESCRIPTION	ADDRESS
22/02805/FUL	Construction of single storey front porch	5 Bilberry Way, Corbridge
22/02597/FUL	Conversion of existing bull shed to two bedroom annex, ancillary to farmhouse	Linnels Farm, Linnels Bank, Hexham
22/03056/LBC	Listed building consent to display 2no backlit advertisement boards to side of main entrance and 1no backlit advertisement board to secondary doorway (see 22/02069/ADE)	Town Hall Building, Princes Street, Corbridge

## APPENDIX C

### PLANNING DECISIONS RECEIVED ON 28<sup>TH</sup> SEPTEMBER 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
22/02069/ADE	Advertisement consent: Display of 2no backlit advertisement boards to side of main entrance and 1no backlit advertisement board to secondary doorway Town Hall Building, Princes Street, Corbridge	GRANTED
22/02187/FUL	Proposed extension to kitchen at rear of property Ramornie, Aydon Road, Corbridge	GRANTED
22/01950/FUL	Reposition and extend the cricket practice nets and storage containers Corbridge Cricket Club, The Stanners, Corbridge	GRANTED
22/00509/FUL	Erection of 1.2 x 2.4m wooden shed with felt roof for tool and material storage (retrospective) Gladius Wood, Corbridge	REFUSED
22/01100/FUL	Timber shed for storage of tools and equipment required to maintain the woods and culverts (Retrospective application) Ochre Wood, Corbridge	REFUSED
22/01543/LBC	Listed building consent to replace rear windows/doors due to poor state of repair. Replacements to be timber framed windows and timber doors painted in heritage colours. Farnley Gate Cottage, Riding Mill	GRANTED
22/00628/FUL	Proposed two storey extension, single storey front extension and redevelopment of existing single storey annexe and internal alterations and reinstatement of original vehicle access. Shawwell House, Stagshaw Road, Corbridge	REFUSED
22/02124/FUL	Demolish existing single storey side elevation extension and rear elevation conservatory; construct a new single storey side elevation extension and new rear elevation sun room Grantham House, Stagshaw Road, Corbridge	GRANTED
22/02049/FUL	Proposed conservatory to rear Stone House, 26 Princes Street, Corbridge	GRANTED
22/02014/VARYCO	Variation of condition 11 (construction hours) on approved application 15/00381/OUTES in order to change working hours Land West of Milkwell Lane, Milkwell Lane, Corbridge	REFUSED
22/00394/FUL	Retrospective: Construction of pergola and decking within existing beer garden The Dyvels Hotel, Station Road, Corbridge	REFUSED
21/04156/FUL	Form new off street parking bay to side elevation and erect 1.5m fence to front garden 36 Chantry Estate, Corbridge	GRANTED
22/01666/FUL	Single storey extension to existing semi-detached house Hazel Hurst, Aydon Road, Corbridge	GRANTED



## APPENDIX D

### CORRESPONDENCE

<b>SENDER</b>	<b>MOST OF THESE HAVE ALREADY BEEN FORWARDED TO COUNCILLORS BY EMAIL</b>
Northumberland County Council	Climate Change Monthly Newsletter
NALC	Weekly eNews
Community Action Northumberland	Monthly CAN eNews
Tyne Rivers Trust	Summer Newsletter
Northumberland County Council	Free Tree Giveaway
Historic England	Notice for application for Scheduled Monument Consent for installation of an interpretation board at Corchester Field
TVCRP	Members newsletter – AGM 18 <sup>th</sup> October 2022 at 4pm
Northumberland County Council	Books of condolence
Northumberland County Council	Warm Homes Resource Booklet

DRAFT