

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON WEDNESDAY 26TH OCTOBER 2022 IN ROOM ONE OF CORBRIDGE PARISH HALL

PRESENT: Cllrs 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, Mrs C Burns, L Rogers

- 1022.01 **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. Nothing to report.
- 1022.02 **APOLOGIES FOR ABSENCE** received and accepted from Cllrs L Stenhouse and S Ahmed. Absent – Mrs M V Kemp.
- 1022.03 **DECLARATIONS OF COUNCILLORS' INTERESTS.** Cllr N M Oliver declared a personal and prejudicial interest in item 1022.07 Planning applications, as a member of Northumberland County Council's Planning Departments.
- 1022.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 28 SEPTEMBER 2022.** It was AGREED to approve and sign the minutes of the Council Meeting held on 28 September 2022 as an accurate record.
- 1022.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 28 SEPTEMBER 2022.**
- a) **Public Toilets.** Minute 0922.05b refers. It was noted the graffiti had not been painted over and the soap dispensers had been damaged. This will be reported to Northumberland County Council. The handyman is to paint the external doors of the public toilets.
- 1022.06 **FINANCE/ADMINISTRATION**
- a) **Accounts for payment.** It was proposed by Cllr W Clouston, seconded by Cllr N M Oliver and agreed to approve the items of expenditure on the list previously circulated. (Appendix A)
- b) **To accept and approve the Budget Report for the period ended 30th September 2022.** It was AGREED to accept and approve the Budget Report for the period ended 30th September 2022, having been previously circulated.
- 1022.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B).
- 1022.08 **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).
- 1022.09 **CORRESPONDENCE.** Correspondence and information items received since the September 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*).
- 1022.10 **TO RECEIVE REPORTS, FROM THE CHAIRMAN OF THE COUNCIL AND COUNTY COUNCILLOR**
- a) **Chairman's Report.**
- **Corchester Field.** Cllr W Clouston and the clerk had met with 3 contractors however only 1 quote had been received. The new fencing has been installed and the bike rack and seat will be installed in due course. The Parish Council will need to agree no mow areas once the refurbishment of the pavilion has been completed.
 - **Market Place.** Unfortunately, the meeting due to be held with NCC Officers had been cancelled due to Covid. This has been re-arranged for 10 November 2022.
 - **Community Led Housing.** It was noted that the Parish Council will be receiving a refund of Stamp Duty Land Tax in due course. The chairman suggested that the Parish Council may not need to borrow to fund the 4 units however this will be discussed in more detail at the December meeting of the Finance and General Purposes meeting. A full report will be made to full council following this meeting. The lettings policy had been approved by Northumberland County Council and the Parish Council will be involved in the Northumberland Homefinder process.

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- **Cemetery Gates.** The Parish Council had agreed the quote for the replacement of the cemetery maintenance gate. This quote did not include the detailing on the gates and an additional £300 will be added to the final invoice. It was AGREED to approve this additional cost.
- b) **County Councillor's Report.**
- **Handyman.** Improvements are being seen around Corbridge since the employment of the village handyman who is working well to improve appearance of the village.
 - **Karbon Homes Grass Cutting.** Cllr Oliver had met with representatives of Karbon Homes to walk around the village identifying areas which still need improvements. These areas are mainly Milkwell, Synclen and The Riggs. The gate to the Riggs playing field is damaged and needs to be replaced. This had been reported to Karbon Homes.
 - **Leaves.** There are piles of leaves around the Market Place, Hill Street, and the Pele Tower. Northumberland County Council will deal with this.
- c) **To consider quotes for the refurbishment of Corchester Pavilion.** Although the Parish Council representatives had met with 3 contractors, only 1 had submitted a quote. The cost for the complete refurbishment of the pavilion will be £11,100. It was AGREED to obtain 2 references before committing to the quote.
- d) **To consider locations for the bike fix station.** It was AGREED to locate the bike fix station near to Kings Oven by the church wall. The location will be agreed with Northumberland County Council to ensure there are no services in the area.

1022.11 TO RECEIVE REPORTS ON ANY VILLAGE/HIGHWAYS ISSUE.

- a) **Vehicle Activated Sign.** The vehicle activated sign on Newcastle Road had not been working due to the overhanging trees. The trees will be cut back in due course. The sign will be inspected to establish if a new battery is required.
- b) **Defibrillator.** There had been an incident in Corbridge, and the Ambulance Service had directed someone to the defibrillator in Hill Street which was offline due to a software issue. The defibrillator is registered with the national defibrillator database and was registered as unavailable. It was suggested the Parish Council install a further defibrillator elsewhere in the village. Costs will be obtained and brought to the next meeting.
- c) **Verges.** It was noted that the verge at the top of Aydon Road approaching Jameson Drive is encroaching on the highway. Cllr Oliver will follow this up with Northumberland County Council.
- d) **Additional car park.** No further update. This will be discussed at the meeting with Highways on 10 November 2022.
- e) **Northumbrian Water Pumping Station.** Work to upgrade the pumping station was due to be completed by early 2022. It was noted that work was still ongoing. Cllr Oliver to follow this up with Northumbrian Water.
- f) **To consider installing gate way signs in Farnley.** Following the purchase of 3 vehicle activated signs of which 2 will be installed in Farnley, residents had requested gate way signs to further help with speed reducing measures. It was AGREED to install the gateway signs in Farnley and costs will be obtained.

1022.13 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED. Residents present raised the following matters and where relevant they are listed together with the actions that will be taken, if required.

- a) **Graffiti.** There is graffiti on the bus stop outside The Angel Inn.
- b) **Bishops Garage.** There had been some vandalism at Bishops Garage where the main door had been smashed and the forecourt had a small fire.
- c) **Fly parking outside the Co-op.** Cars continue to park on the double yellow lines outside the Co-op. Cllr Oliver had met with the new Enforcement Officer and had asked him to monitor the situation.

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1022.14 **DATE OF NEXT MEETING.** The next meeting will be held on **Wednesday 23rd November 2022 at 19:00** in Room One of the Parish Hall.

Signed as an accurate record _____

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APPENDIX A

ACCOUNTS FOR PAYMENT – 26 OCTOBER 2022

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

Payee	Description	Gross payment	VAT	Net	Payment method
Viking Direct	Paper towels – Parish Hall	110.35	18.39	91.96	CARD
Marmax Products	Seating for bus stops	470.40	78.40	392.00	BACS
T W Bell Waste Ltd	Removal of waste P/Hall	144.00	24.00	20.00	CARD
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	53.82	8.97	44.85	DD
Engie	Parish Hall gas supply	114.80	5.47	109.33	DD
Corona Energy	Cemetery electricity supply	13.35	0.63	12.72	DD
Corona Energy	Parish Hall electricity supply	71.75	3.42	68.33	DD
Everflow	Parish Hall water rates	11.13		11.13	DD
H M Revenue and Customs	PAYE – Oct 2022	499.44		499.44	BACS
T W Pension Fund	Pension contributions – Oct 22	799.26		799.26	BACS
A Curtis Window Cleaning	Parish Hall & bus stops	90.00		90.00	BACS
Agilico Technologies Ltd	Photocopier maintenance contract	25.22	4.21	21.01	DD
A Cunningham	Handyman – September 2022	416.00		416.00	BACS
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00	CARD
Mrs A Senior	Postages/travel expenses	43.41		43.41	BACS
Tynedale Hospice at Home	Grant Aid	300.00		300.00	BACS
Sport Tynedale	Grant Aid	250.00		250.00	BACS
RBL Corbridge	Grant Aid	350.00		350.00	BACS
Wave Utilities (Anglian Water)	Water rates – Allotments	117.59		117.59	BACS
Northumberland CC	Groundworks contract	12835.64	2139.44	10697.20	BACS
Grenke Leasing Ltd	Photocopier lease	130.32	21.72	108.60	DD
Dilston Farms	Allotment site rent	60.00	10.00	50.00	BACS
J F Walton & Son	Parish Hall/handyman supplies	54.37	9.06	45.31	BACS
Urwin Joinery	Corchester Field replacement	3150.00		3150.00	BACS
Miller Homes	Practical completion Plot 66	18275.00		18275.00	BACS
Marmax Products Ltd	Bus stop seating	427.20	71.20	356.00	CARD
Information Commissioners Office	Data protection renewal fee	35.00		35.00	DD
Peter Rodger	Design of Corbridge Matters	225.00		225.00	BACS
Wave Utilities (Anglian Water)	Cemetery – water rates	17.92		17.92	DD
Royal Mail	Postages	1.05		1.05	CARD
Jacksons Timber	Benches for The Coigns	1556.02	259.34	1296.68	BACS
Staff Wages	November 2022	2517.34		2517.34	BACS

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INCOME RECEIVED – OCTOBER 2022

Reference	Detail	Amount	Date
Dilston WI	Parish Hall Hire	40.00	03.10.22
Indoor Market	Parish Hall Hire	120.00	03.10.22
Dickinsons	Cemetery Fees	786.00	05.10.22
Plot 20 Allotment	Purchase of a compost bin	35.49	05.10.22
Wednesday Art Group	Parish Hall Hire	200.00	07.10.22
Funeral Services Ltd	Cemetery Fees	62.00	10.10.22
Gardening Society	Parish Hall Hire	135.00	10.10.22
Zumba	Parish Hall Hire	105.00	11.10.22
Zumba Kids	Parish Hall Hire	30.00	11.10.22
Children's Party	Parish Hall Hire	60.00	11.10.22
Pilates	Parish Hall Hire	45.00	12.10.22
Book Event	Parish Hall Hire	45.00	12.10.22
Bridge Club	Parish Hall Hire	585.00	13.10.22
Tuesday Art Group	Parish Hall Hire	300.00	13.10.22
Thursday Art Group	Parish Hall Hire	30.00	14.10.22
Various (481)	Parish Hall Hire	403.42	17.10.22
Over the Rainbow	Parish Hall Hire	52.50	18.10.22
Ballet Class	Parish Hall Hire	213.75	19.10.22
Pilates	Parish Hall Hire	30.00	21.10.22
Cycle Event	Parish Hall Hire	82.50	24.10.22
Various (482)	Parish Hall Hire	165.00	25.10.22
Tenant	Cemetery Lodge rent	500.00	26.10.22
Masseys	Corbridge Matters Advert	10.00	27.10.22
TVCRP	Contribution towards signs	900.00	28.10.22
Children's Party	Parish Hall Hire	60.00	31.10.22
Children's Party	Parish Hall Hire	45.00	31.10.22
Choir	Parish Hall Hire	140.00	31.10.22
Choir	Parish Hall Hire	160.00	31.10.22
HMRC	VAT refund	2985.23	31.10.22
Zumba Kids	Parish Hall Hire	55.00	31.10.22
Tuesday Art Group	Parish Hall Hire	200.00	31.10.22

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APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 26th OCTOBER 2022

REFERENCE NUMBER	DESCRIPTION	ADDRESS
22/03353/FUL	Small single storey extension to the front entrance, with wc and entrance lobby with new door side light and side windows	7 St Helen's Lane, Corbridge
22/03217/FUL	Erection of a forestry shelter and the location of a storage container (retrospective)	Land East of Aydon Dipton Woods, Corbridge
22/03583/FUL	Construction of a single storey garden room structure to west elevation and entrance porch to south elevation following removal of existing structures	Granary House, Thornbrough, Corbridge
22/03764/FUL	Single storey rear extension	5 Corchester Avenue, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 26TH OCTOBER 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
22/02805/FUL	Single storey front porch 5 Bilberry Way, Corbridge	GRANTED
22/00491/FUL	Garage conversion with new side garage, rear extension, new windows, new render and solar panels to existing 4 Manor Park, Corbridge	GRANTED
22/02263/FUL 22/02269/LBC	Installation of wall mounted signage, ANPR camera and cabinet The Angel Inn, Main Street, Corbridge	GRANTED
22/0199*0/VARYCO	Variation of condition 2 (approved plans) on approved application 21/00437/FUL to create lower level to provide plant room, store room and home working space Land West of Tyne View Terrace, Well Bank, Corbridge	GRANTED
22/03056/LBC	Listed building consent to 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

APPENDIX D

CORRESPONDENCE

SENDER	MOST OF THESE HAVE ALREADY BEEN FORWARDED TO COUNCILLORS BY EMAIL
Northumberland County Council	Climate Change Monthly Newsletter
NALC	Weekly eNews
Community Action Northumberland	Monthly CAN eNews
Tyne Valley Parish Council Active Travel Route	Notes and actions from meeting held on 29 September 2022 Next meeting to be held on 24 November 2022
Community Action Northumberland	Notice of AGM – 4 th November 2022 10am Longhoughton Sports and Community Centre
Northumberland County Council	Invite: Northumberland's collaborative climate change event
Northumberland County Council	Town Parish and Community Council Conference
Northumberland County Council	Northumberland Gypsies, Travellers and Travelling Showpeople Local Plan – Call for Sites