

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON WEDNESDAY 23RD NOVEMBER 2022 IN ROOM ONE OF CORBRIDGE PARISH HALL

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

- 1122.01 **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) **Parking around Manor Cottages.** An email had been received from a resident of Manor Cottages and several residents attended the meeting to discuss the number of cars parking around Manor Cottages on a daily basis, blocking the pavements and double parking. It is thought that the cars belong to workers in the village as they are often parked all day. Cllr N M Oliver agreed to speak with NCC Parking Services and request enforcement in this area. As this area is not within the village parking scheme, the enforcement officers have little control however if the cars are blocking the pavement or causing an obstruction then this should be reported to the police. The more reports they get then the more likely they are to take some action. It was agreed that Cllr N M Oliver would speak to NCC to see if there was any possibility of making Manor Cottages a 'residents only' parking area. He thought that this was unlikely however a case will be made for the residents of Manor Cottages, many of whom are elderly and infirm and require daily visits by carers who need to park close by. Cllr N M Oliver will also contact the Chairman of Visit Corbridge and request that an email is sent to the businesses asking their workers not to park in this area.
- 1122.02 **APOLOGIES FOR ABSENCE** received and accepted from Cllrs L Stenhouse, M J Stone, Mrs J Neal.
- 1122.03 **DECLARATIONS OF COUNCILLORS' INTERESTS.** Cllr N M Oliver declared a personal and prejudicial interest in item 1122.07 Planning applications, as a member of Northumberland County Council's Planning Departments.
- 1122.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 26 OCTOBER 2022.** It was AGREED to approve and sign the minutes of the Council meeting held on 26 October 2022 as an accurate record.
- 1122.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 26 OCTOBER 2022.** The Clerk had produced an update on all actions taken since the last meeting. See Appendix A.
- a)
- 1122.06 **FINANCE/ADMINISTRATION**
- a) Accounts for payment. It was AGREED to approve the items of expenditure on the list previously circulated. (Appendix B).
- b) To note increase in NJC payscales from 1st April 2022 and backdated pay as per NJC contract of employment. The increase in hourly rates for the Clerk and the Caretaker had been noted and backdated pay will be paid with the December salary payments. Hours and rates of pay for staff are to be reviewed by the Finance and General Purposes Committee at their meeting in December.
- 1122.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix C).
- a) To consider comments on the Broomhaugh and Riding Neighbourhood Plan, previously circulated. It was noted that the closing date for comments is 9 December and any comments should be submitted to the Clerk by 8 December 2022.
- 1122.08 **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 D)

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- 1122.09 **CORRESPONDENCE** and information items received since the October meeting had been listed on the agenda and noted. (Appendix E). *(Note: wherever possible, all communications addressed to the Council are circulated to Councillors by email for information as and when received).*
- 1122.10 **TO RECEIVE REPORTS, FROM THE CHAIRMAN OF THE COUNCIL AND COUNTY COUNCILLOR AND IF APPROPRIATE FROM WORKING/LIAISON GROUPS WITH ENCLOSED MINUTES, IF APPLICABLE.**
- a) Chairman's Report.
- Market Place. Cllrs Clouston and Oliver had met with NCC Highways Officers to discuss and agree the kerbs for the proposed plan. NCC Officer's were supportive of the idea to improve the Market Place. An article will be published in the February edition of Corbridge Matters, showing a 2D plan and giving an account of what the Parish Council is trying to achieve. Responses will be invited from residents, traders and visitors. An exhibition will then be held in the Parish Hall for 1 week, giving as many residents and traders as possible the opportunity to inspect the plans. A consultation event will be held following this.
 - Cemetery Gates. The new cemetery gates have been installed.
 - Corchester Field. We are still waiting for the lease to be agreed following our comments.
- b) County Councillor's Report
- Pele Tower. Cllr Oliver had met with the owners of the Pele Tower who are reopening as a pub/café. Trial opening to be held on 24th November with a full opening in December.
 - Northumberland County Council Chief Executive Officer is Dr Helen Paterson who comes from Walsall Borough Council where she was the Chief Executive Officer. She was also Director of Children's Services for Sunderland City Council. NCC is now recruiting for 6 senior positions.
 - EV Charging Points. The EV charging points on Main Street are still not connected. Problems with the sub contractors and electricity supply have led to the delays.
 - Farnley Speeding. Locations for the interactive speed signs have been agreed with NCC and will be installed in due course. The signs will also be installed by NCC. Gateway signs will also be installed to help with speeding.
 - Bollards had been replaced/repared by Monks Holme.
 - Gulleys. The gully wagon had been to Corbridge several times. Any further blocked gulleys need to be reported to Cllr Oliver who will then contact NCC. NCC will then do a letter drop to properties in the area advising that the gully wagon will be visiting on a particular day. This will hopefully pick up any gulleys where there have been cars parked over them.
- c) To consider purchase of an additional defibrillator and agree location. The cost of an additional defibrillator is in the region of £1350 + VAT. Locations were discussed and it was felt that the best location would be near to St Helen's Lane to cover the north of the village. Cllr Oliver is to speak to the Middle School and the clerk to the First School to establish their plans to install a defibrillator.
- 1122.11 **TO DISCUSS THE WARM SPACE INITIATIVE AND CONSIDER IF CORBRIDGE PARISH HALL COULD BECOME A WARM SPACE.** Warm spaces are places where people can come together in a warm, safe and welcoming plans and maybe enjoy a hot drink, a sit down and have a chat with others. Each warm space is difference and may not be open every day. Corbridge Library is offering a warm space and will provide a hot drink, biscuits and a sit down on Wednesdays, Fridays and Saturdays. Offering the Parish Hall as a warm space was discussed however it was felt that the Parish Council should see how the demand for the library goes before a final decision is made. Leaflets will be available from the library advising residents of where they can go to for help should they need it.

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The disruption caused by Storm Arwen to residents, particularly in Farnley and the outlining areas was also discussed. It was agreed that the Parish Hall could be used in emergency situations where residents could come to sit in a warm place, have use of the kitchen facilities, charge telephones/laptops. It was agreed to look into providing boxes of essentials for residents who had lost power. These could include; rechargeable lamps, powerbanks, flasks, batteries, torches etc.

- 1122.12 **TO CONSIDER THE BROCKSBUSHES FARM FELLING LICENCE CONSULTATION.** The consultation had been circulated to all councillors and was noted however no comment would be made.
- 1122.13 **FINANCE AND GENERAL PURPOSES COMMITTEE MEETING** will be held in December to discuss the budget for 2023-2024, make a recommendation for the precept, staffing review and if a PWLB loan is required to purchase the 4 units on Roman Fields. Recommendations will be presented at the December meeting of the Parish Council.
- 1122.14 **DATE OF NEXT MEETING.** The next meeting of the Parish Council will be held on Wednesday 21st December 2022 at 7.00pm in room One of Corbridge Parish Hall.

APPENDIX A

CLERK'S UPDATE – NOVEMBER

1022.05a – Public toilets. Damage and graffiti reported to NCC. Permission given for our handyman to paint the external doors.

1022.10a – Corchester Field. 1 reference returned, awaiting 1 more. Lease chased up with Nicholson Portnell.

1022.10a – Community Led Housing. Appliances installed, flooring to be installed 26th November. Shed relocated in garden. Front garden turfed. Utilities transferred over to Parish Council. Miller Homes carrying out further snagging that has arisen since last inspection.

1022.10a – Cemetery Gates. New gates have been installed.

1022.10c – Quotes for Corchester Pavilion. Both references have been received and are satisfactory.

1022.10d – To consider locations for bike fix station. Northumberland County Council has agreed to the location to install the bike fix station.

1022.11a – Vehicle Activated Sign. Trees cut back from sign on Newcastle Road, now working.

1022.11b – Defibrillator. The cost for an additional defibrillator will be in the region of £1350 + VAT

1022.11f – Farnley Vehicle activated signs. The Parish Council has taken delivery of 3 vehicle activated signs to be installed at Farnley and Aydon Road. Locations still to be agreed with NCC.

1022.13a – Graffiti – the graffiti has been removed from the bus stop at The Angel. The cover for the timetable case has been removed therefore an updated timetable cannot be installed at the bus stop. The west bound bus stop has had a new timetable installed. This has been reported to NCC.

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APPENDIX B

ACCOUNTS FOR PAYMENT – 23 NOVEMBER 2022

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

Payee	Description	Gross payment	VAT	Net	Payment method
Rentokil	Washroom services	202.28	33.70	168.58	DD
Rentokil	Washroom supplies	26.34	4.39	21.95	DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
EE	Mobile phone contracts	54.44	9.07	45.37	DD
Engie	Parish Hall gas supply	219.02	10.43	208.59	DD
Everflow	Parish Hall water rates	11.50		11.50	DD
H M Revenue and Customs	PAYE – Oct 2022	470.39		470.39	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	49.35	8.22	41.13	DD
A Cunningham	Handyman – October 2022	328.00		328.00	BACS
Caretaker	Parish Hall holiday cover – Oct	427.00		427.00	BACS
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00	CARD
Mrs A Senior	Postages/travel expenses	91.77		91.77	BACS
Wave Utilities (Anglian Water)	Water rates – Allotments	117.59		117.59	BACS
Urwin Joinery	Installation of seats	265.00		265.00	BACS
Cumbria Clock Co Ltd	Servicing of Church Clock	186.00	31.00	155.00	BACS
AO Retail Ltd	Appliances – Plot 66	1216.99	202.84	1014.15	BACS
AO Retail Ltd	Appliances – Plot 66	64.99	10.83	54.16	CARD
Robson Print Ltd	Corbridge Matters – issue 67	1897.00		1897.00	BACS
Amazon	Printer cable	7.29	1.22	6.07	CARD
Amazon	Cable ties for signs	11.99	2.00	9.99	CARD
Marmax Products Ltd	Seats for bus stops	427.20	71.20	356.00	BACS
Allendale Estates M Fund	Tourist sign – Anick	10.00		10.00	BACS
Rentokil	Washroom supplies	93.59	15.60	77.99	DD
Amazon	Cleaning supplies	26.32	4.39	21.93	CARD
Amazon	Refuse sacks	5.45	0.91	4.54	CARD
Amazon	Office supplies	57.94	9.66	48.28	CARD
Swansons of Hexham	Alarm repairs – Chapels	105.00	17.50	87.50	BACS
AJGIBL	Additional insurance premium	1055.98		1055.98	BACS
Henderson & Harrison	Gas boiler service and safety checks	234.00	39.00	195.00	BACS
Blinds Direct	Blinds for Plot 66	98.03	16.34	81.69	CARD
Homebase	Curtain poles for Plot 66	90.00	15.00	75.00	CARD
JR Harding Tree Services	Installation of Christmas lights	480.00	80.00	400.00	BACS
JR Harding Tree Services	Tree works – Newcastle Road	360.00	60.00	300.00	BACS
Real Christmas Trees	Christmas Tree for Parish Hall	90.00	15.00	75.00	CARD
Festive Lights (M J Stone)	Replacement lights Parish Hall	79.99	13.33	66.66	BACS
C G Curry	Travel expenses	36.00		36.00	301748
Staff Wages	December 2022	3709.00		3709.00	BACS

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INCOME RECEIVED – NOVEMBER 2022

Reference	Detail	Amount	Date
Indoor Market	Parish Hall Hire	120.00	01.11.22
WI	Parish Hall Hire	40.00	01.11.22
Lace Class	Parish Hall Hire	120.00	01.11.22
Wednesday Art Class	Parish Hall Hire	225.00	02.11.22
Zumba Classes	Parish Hall Hire	120.00	03.11.22
Thursday Art Class	Parish Hall Hire	180.00	03.11.22
Carpet Bowls (483)	Parish Hall Hire	90.00	04.11.22
Children's Party	Parish Hall Hire	30.00	04.11.22
Yoga Class	Parish Hall Hire	70.00	04.11.22
Various (484)	Parish Hall Hire	180.00	07.11.22
Children's Party	Parish Hall Hire	45.00	09.11.22
Rug Sale	Parish Hall Hire	120.00	09.11.22
Badminton Club (485)	Parish Hall Hire	120.00	10.11.22
HMRC VTR	VAT refund	4092.87	15.11.22
Various (486)	Parish Hall Hire	290.00	18.11.22
Various (489)	Parish Hall Hire	46.58	18.11.22
Pilates	Parish Hall Hire	60.00	21.11.22
Corbridge Village Show (487)	Contribution to Xmas Lights	400.00	22.11.22
Children's Party (488)	Parish Hall Hire	30.00	22.11.22
Co-op Funeral Services Ltd	Cemetery Fees	62.00	24.11.22
Various (490)	Parish Hall Hire	160.00	24.11.22
Tenant	Cemetery Lodge rent	500.00	28.11.22
Chess Club	Parish Hall Hire	60.00	29.11.22
Bridge Club	Parish Hall Hire	405.00	30.11.22
Yoga	Parish Hall Hire	70.00	30.11.22
Art Appreciation	Parish Hall Hire	20.00	30.11.22
Zumba kids	Parish Hall Hire	100.00	30.11.22
Art Class Thursdays	Parish Hall Hire	210.00	30.11.22

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APPENDIX C

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 23rd NOVEMBER 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
22/03876/FUL	A storage shed and polytunnel to support existing woodland maintenance	Lane at Southeast of Pit Allotment Wood, Corbridge
22/03862/VARYCO	Variation of condition 2 ((approved plans) on approved application 20/04093/FUL in order to allow for the installation of air source heating system	Land Northwest of Aydon North Farm, Corbridge
22/03861/VARYCO	Variation of condition 2 (approved plans) on approved application 21/01198/FUL in order to allow for renewable heating/energy to be installed within the property and alterations to windows to ensure the internal layout benefits from natural daylight and fire escape. The retention of the first floor is to revert back to the original approval for the development ref: 18/03997/FUL and 18/03999/LBC	Unit 2 Land North of Aydon South Farm, Corbridge
22/03835/LBC	Listed Building Consent for alterations to approved drawings, pursuant to application 21/01712/LBC in order to approve minor amendments for addition of Solar panels on south elevation, window on west elevation, roof light on north elevation, addition of first floor and air source heat pump	The Cuillins, Aydon, Corbridge
22/04133/FUL	Single storey side extension	East Farm, Dairy Cottage, Corbridge

APPENDIX D

PLANNING DECISIONS RECEIVED ON 23rd NOVEMBER 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
22/01100/FUL	Timber shed for storage of tools and equipment required to maintain the woods and culverts Ochre Wood, Corbridge	APPEAL
22/00749/OUT	Outline application for demolition of existing garage and stable block and construction of new dwelling house (all matters reserved) Building and Land West of Roecliffe, Ladycutter Lane, Corbridge	APPEAL
21/03812/FUL	Change of use of land to site two shepherd huts for holiday let use Prospect Grange Farm, Land North West of High Dipton, Corbridge	WITHDRAWN
22/02375/FUL	Conversion and extension of garage to create 1no residential dwelling Mount Pleasant Cottage, Mount Pleasant, Corbridge	WITHDRAWN

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APPENDIX E

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
Northumberland County Council	Update on recycling/Invitation to visit Recycling Plant at West Sleekburn
Northumberland County Council	Proposal to extend the duration of a Public Spaces Protection Order for the control of dogs.
Northumberland County Council	West Northumberland Sports Awards – 8 th December 2022 6pm Queen Elizabeth High School
East Tynedale Parish Council's Forum	Minutes of meeting held on 25 th October 2022
Graham Curry	Flood Warden Presentations