

CORBRIDGE PARISH COUNCIL
MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON
WEDNESDAY 20 DECEMBER 2022

PRESENT: Cllr W Clouston, Chairman of the Council together with Councillors Mrs E S Buckley, N M Oliver and Mrs J Neal.

- 1222.01 **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 at Manor Cottages.** A resident advised that some of the cars parking at Manor Cottages through the day are users of the Parish Hall. A notice will be sent to the group in question asking them to park in the village car park.
 - b) **Path alongside the Co-op.** It was reported that the path alongside the Co-op is very uneven with large stones sticking out of the path. Loose gravel spills from the path down the steps down the Co-op. This area is unadopted however the councillors will have a look at the area to see if there is anything that the Parish Council can do to improve the area.
 - c) **Pavements/Roads.** It was noted that many of the potholes which had recently been filled had broken away due to the recent freezing temperatures.
 - d) **Milkwell Development.** Residents in Kiln View had reported that building work on the Milkwell development is starting at 7am. Cllr N M Oliver will contact NCC Planning Enforcement.
- 1222.02 **APOLOGIES FOR ABSENCE** received from Cllrs C Burns, M J Stone, L Rogers and L Stenhouse. Absent: C G Curry, S Ahmed, M V Kemp.
- 1222.03 **DECLARATIONS OF COUNCILLORS' INTERESTS.** Cllr N M Oliver declared a personal and prejudicial interest in item 1222.07 as a member of Northumberland County Council's Planning Committees.
- 1222.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 23RD NOVEMBER 2022.** The minutes of the Council meeting held on 23rd November 2022 were signed and approved as an accurate record.
- 1222.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 23RD NOVEMBER 2022.**
- a) **Parking at Manor Cottages.** Minute 1122.01 refers. Cllr N M Oliver had spoken with parking enforcement however as this area is not park of the parking restrictions there is little they can do. Visit Corbridge had emailed the businesses asking workers from the village to find alternative parking.
 - b) **Defibrillator.** Minute 1122.10c refers. Corbridge Middle School had installed an internal defibrillator however would be happy for a public access defibrillator to be installed onsite. It was suggested that Corbridge First School would be a good location for an additional defibrillator. Cllr N M Oliver will contact the First School.
 - c) **Warm Space.** Minute 1122.11 refers. It was noted that the library's heating had been off and therefore could not be used as a warm space for a few days however was being well used before the problems with the heating.
- 1222.06 **FINANCE/ADMINISTRATION**
- a) **Accounts for payment** It was AGREED to approve the items of expenditure on the list previously circulated. [Appendix A]
- 1222.07 **PLANNING APPLICATIONS** <https://publicaccess.northumberland.gov.uk/online-applications>
- a) It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B)
- 1222.08 **PLANNING DECISIONS** It was AGREED to receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated.(Appendix C)
- 1222.09 **CORRESPONDENCE** and information items received since the November meeting had been listed on the agenda and noted. (Appendix D) *(Note: wherever possible, all communications addressed to the Council are circulated to Councillors by email for information as and when received).*
- 1222.10 **TO RECEIVE REPORTS, FROM THE CHAIRMAN AND COUNTY COUNCILLOR AND IF APPROPRIATE FROM WORKING/LIAISON GROUPS WITH ENCLOSED MINUTES, IF APPLICABLE.**

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a) Chairman's Report

- Bike Repair Station. It was noted that the bike repair station had been installed beside the cycle rack by the Kings Oven.
- Market Place. Sketches of the proposed design of the Market Place were circulated and will be included in the next edition of Corbridge Matters.

b) County Councillor's Report.

- Boundary Review. It was noted that there is currently a boundary review of Parliamentary and Local Authority boundaries. The County Council's proposal is for Corbridge to remain as it is.
- West Northumberland Sports Awards had taken place at Queen Elizabeth High School on 8th December 2022. It was an excellent event and very well attended.

c) To consider recommendations from the Finance and General Purposes Committee.

Minutes from the Finance and General Purposes Committee meeting held on 1st December 2022 were circulated and noted. The following recommendations to the Parish Council were AGREED.

- It was AGREED to increase precept for 2023-2024 to £150,000 and fund the Community Led Housing Project from Parish Council reserves and not from a PWLB Loan. Thanks were expressed to the previous Council who had built up the reserves which enable the current Council to purchase the properties outright.
- It was AGREED to increase the staff rates of pay and hours, as per attached report with effect from 1st April 2023.
- It was AGREED to increase the Parish Hall Fees by £1 per hour on all rooms with effect from 1st April 2023.
- It was AGREED to accept Northumberland County Council's quote to carry out additional grounds' maintenance.

- 1222.11 **TO DISCUSS AND REVIEW CONTENT AND INCOME/EXPENDITURE OF CORBRIDGE MATTERS INCLUDING REVIEW OF CURRENT CHARGES.** A discussion took place regarding the content and cost of producing Corbridge Matters. It was AGREED that there is a good balance of content and advertising, and thanks were expressed to Ian Wylie for editing the magazine for the last 5 years. It was AGREED to increase the advertising rate from £37.50 per cell to £45 per cell. This is the first increase in 4 years.
- 1222.12 **PROPOSED 20MPH SPEED LIMIT.** Cllr N M Oliver had received an option for a 20mph in the centre of the village. After discussion, it was felt that the option was too restrictive as it only takes in the very centre of the village. Cllr N M Oliver will go back to the County Council to request that the zone is extended to take in the wider area including Appletree Lane, Aydon Road to St Helen's Lane and Newcastle Road including Carrsfield.
- 1222.13 **OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.** It was questioned whether the Parish Hall will become a Warm Space. This is still under review however should another emergency situation occur (i.e. Storm Arwen) then the Parish Hall would be available for the community to use, and supplies would be provided. An article will be prepared for inclusion in the next edition of Corbridge Matters.
- 1222.14 The next meeting will be held on **Wednesday 25th January 2023** at 7.00pm in room One of Corbridge Parish Hall.

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APPENDIX A

ACCOUNTS FOR PAYMENT – 22 DECEMBER 2022

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

Payee	Description	Gross payment	VAT	Net	Payment method
Complete Weed Control	Weed spraying – village centre	450.00	75.00	375.00	BACS
Dickinson Bros T/A Karpel Mills	Flooring for plot 66	2400.00	400.00	2000.00	BACS
J C W Forster	Replacement of step into churchyard	210.00		210.00	BACS
W N C B C	PAT Testing	32.00		32.00	BACS
Set Contemporary Concrete Ltd	Materials for shed base Plot 66	419.10	69.85	349.25	BACS
Set Contemporary Concrete Ltd	Labour for shed base and relocating shed Plot 66	200.00		200.00	BACS
Rentokil	Washroom services	222.51	37.08	185.43	DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
EE	Mobile phone contracts	51.32	8.55	42.77	DD
Engie	Parish Hall gas supply	368.66	61.44	307.22	DD
Everflow	Parish Hall water rates	11.50		11.50	DD
Corona Energy	Cemetery electricity supply	19.25	0.91	18.34	DD
H M Revenue and Customs	PAYE – December 22	1480.06		1480.06	BACS
T W Pension Fund	Pension contributions - Dec 22	1349.59		1349.59	BACS
Corona Energy	Parish Hall electricity supply	93.15	4.44	88.71	DD
A Curtis Window Cleaning	Parish Hall & bus stops	90.00		90.00	BACS
A Cunningham	Handyman – December 2022	448.00		448.00	BACS
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00	CARD
Mrs A Senior	Postages/travel expenses				BACS
Agilico Technologies Ltd	Photocopier contract	32.04	5.34	26.70	DD
Royal Mail	Postages	16.50		16.50	CARD
Royal Mail	Postages	6.60		6.60	CARD
Urwin Joinery	Trimming of doors – Plot 66	60.00		60.00	BACS
Urwin Joinery	The Riggs Park fencing	4127.09		4127.09	BACS
Cardinus Risk Management Ltd	Reinstatement cost assessment	1560.00	260.00	1300.00	BACS
ADT Fire and Security Plc	CCTV maintenance	101.83	16.97	84.86	CARD
Miller Homes Ltd	Stage 3: Roof payments	63750.00		63750.00	BACS
Tyne and Wear Play Ltd	Operational Inspector training & Exam	520.00		520.00	BACS
Grenke Leasing Ltd	Photocopier lease	130.32	21.72	108.60	DD
WNCBC	Membership fee 2023	25.00		25.00	BACS
Miller Homes Ltd	Stage 4 Plaster stage payment	63750.00		63750.00	BACS
Urwin Joinery	Installation/maintenance of seats at The Coigns	220.00		220.00	BACS
Unity Trust Bank	Bank account charges	18.00		18.00	DD
Unity Trust Bank	Bank account charges	41.85		41.85	DD
Staff Wages	January 2023	2652.76		2652.76	BACS

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INCOME RECEIVED – DECEMBER 2022

Reference	Detail	Amount	Date
WI	Parish Hall Hire	40.00	01.12.22
Tuesday Art Group	Parish Hall Hire	250.00	01.12.22
Wednesday Art Group	Parish Hall Hire	375.00	05.12.22
Zumba	Parish Hall Hire	135.00	08.12.22
Badminton Group (491)	Parish Hall Hire	120.00	12.12.22
Carpet Bowls (492)	Parish Hall Hire	150.00	12.12.22
HMRC VTR	VAT refund	1813.74	16.12.22
Chess Club	Parish Hall Hire	60.00	16.12.22
Zumba Class	Parish Hall Hire	90.00	19.12.22
Choir	Parish Hall Hire	135.00	19.12.22
Choir	Parish Hall Hire	75.00	19.12.22
Ballet Class	Parish Hall Hire	356.25	19.12.22
Ballet Class	Parish Hall Hire	213.75	19.12.22
Ballet Class	Parish Hall Hire	142.50	19.12.22
Bridge Club	Parish Hall Hire	240.00	19.12.22
Thursday Art Group	Parish Hall Hire	90.00	19.12.22
Walking Group	Parish Hall Hire	20.00	19.12.22
Children's Party	Parish Hall Hire	52.50	19.12.22
Indoor Market	Parish Hall Hire	120.00	19.12.22
Tuesday Art Group	Parish Hall Hire	100.00	20.12.22
Wednesday Art Group	Parish Hall Hire	75.00	21.12.22
Badminton Group (491)	Parish Hall Hire	120.00	21.12.22
Carpet Bowls (492)	Parish Hall Hire	150.00	22.12.22
Karate	Parish Hall Hire	40.00	22.12.22
Pilates	Parish Hall Hire	45.00	23.12.22
Northumberland County Council	Community Led Housing Grant	61625.00	28.12.22
Tenant	Cemetery Lodge rent	500.00	28.12.22
Charlotte Straker	Parish Hall Hire	95.00	28.12.22
Unity Trust Bank	Bank account interest	131.93	31.12.22

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APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 22ND DECEMBER 2022

REFERENCE NUMBER	DESCRIPTION	ADDRESS
22/04267/VARYCO	Variation of condition 2 (approved plans) and 4 (car parking) on approved planning application 20/04148/FUL in order to allow the relocation of the proposed garage 5m in an easterly direction from the previously approved location and retain the existing parking area for three vehicles so a new car parking area is not required	Dene House, Howden Dene Farm, Newcastle Road, Corbridge
22/04131/ADE 22/04130/FUL	Advertisement consent for awning installation above front door, small hanging sign on a traditional bracket, fascia sign to right of door	6 Market Place, Corbridge
22/04561/FUL	First floor extension, ground floor infill extension and orangery extension	Shawwell House, Stagshaw Road, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 22ND DECEMBER 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
22/03764/FUL	Single storey rear extension 5 Corchester Avenue, Corbridge	GRANTED
22/03217/FUL	Erection of a forestry shelter and the location of a storage container (retrospective) Land at East of Aydon, Dipton Woods, Corbridge	REFUSED
22/01073/VARYCO	Variation of condition 2 (approved plans) and 16 (cycle parking) on approved planning application 20/03388/FUL in order to amend cycle storage Shildon, Corbridge	GRANTED
22/03583/FUL	Construction of single storey garden room structure to west elevation and entrance porch to south elevation following removal of existing structures Granary House, Thornbrough, Corbridge	WITHDRAWN

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
Smaller Authorities' Audit Appointments Ltd	Notification of external auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27
Northern Powergrid	Emergency Power Cuts Stakeholder Briefing & Invitation