

## CORBRIDGE PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 22<sup>ND</sup> FEBRUARY 2023 AT 19:00 IN CORBRIDGE PARISH HALL

**PRESENT:** Cllr W Clouston, Chairman of the Council together with Councillors; Mrs E S Buckley, N M Oliver, S Ahmed, Mrs M V Kemp, Ms C Burns, C G Curry

0223.01 **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) **Market Place.** Concerns were expressed over the reduction in parking spaces in the proposals for the redesigned Market Place. This was covered in the Chairman's Report.

0223.02 **APOLOGIES FOR ABSENCE** received from Cllr Mrs J Neal, L Rogers and M J Stone.

0223.03 **DECLARATIONS OF INTEREST.** None.

0223.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 25<sup>TH</sup> JANUARY 2023.** It was AGREED to accept and sign the minutes of the meeting held on 25<sup>th</sup> January 2023 as an accurate record.

0223.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 25<sup>TH</sup> JANUARY 2023.**

a) **Pavement Parking outside Bishops Garage.** Minute 0123.01b refers. Cllr N M Oliver had followed this up with Northumberland County Council who had responded positively. The request has been registered.

b) **Emergency Response Plan.** Minute 0123.11 refers. Costs had been obtained for the equipment needed. It was AGREED to purchase the equipment at a cost of £1180.

0223.06 **FINANCE/ADMINISTRATION**

a) **Accounts for payment – (Appendix A)** It was AGREED to accept and approve the items of expenditure on the list previously circulated.

b) **To consider request from Corbridge Youth Initiative for increase in Grant Aid.** A request for an increase in grant aid had been received from Corbridge Youth Initiative. Due to budget constraints, it was AGREED to increase the grant aid for 2023 to £8000. The Parish Council agreed to consider a further increase in the next financial year. It was noted that the rent for the Youth Centre is increasing from £3500 per year to £10000 per year. Cllr N M Oliver is discussing this with Northumberland County Council.

Cllr S Ahmed joined the meeting (19:20).

0223.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B).

0223.08 **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)

0223.09 **CORRESPONDENCE** and information items received since the January 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*).

0223.10 **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. **Market Place.** The proposals for improvements to the Market Place had been published in the latest edition of Corbridge Matters and many responses had been received. The common theme is concern over the reduction in parking spaces. There are currently 28 spaces within the Market Place, 3 of which are disabled bays. Due to illegal and fly parking, there are often up to 48-50 cars in the Market Place. The new outline proposals indicate 17 car spaces however it is possible that the total number of proposed spaces in the scheme will increase as the design evolves. It is hoped that the old Market Cross will be reinstated into the new design. An exhibition is to be held in the Parish Hall on 1<sup>st</sup> and 2<sup>nd</sup> March from 14:00 to 19:00.

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- ii. **Community Led Housing.** The first house has been let and the tenant has moved into the property. The last 3 property are due to complete on 28<sup>th</sup> February 2023.

Cllr N M Oliver joined the meeting. (19:35)

- iii. **Corchester Field.** The lease is still awaited, and Nicholson Portnell had been contacted for an update. The portable football posts will be installed by the end of March together with the seat and cycle rack. Once the old football posts have been removed, it is planned to reduce the size of the useable football pitch by creating 'no mow' areas with paths cut through to the seats and pavilion. A sign will also be installed. English Heritage are to bury the stones during the weekend of 3<sup>rd</sup> – 5<sup>th</sup> March. An information board will be installed in due course.
- iv. **Community Woodland.** Heads of Term had been received from the Beaufront Estate for the plot of triangular land south of the Mill House. The land is split by the Corburn. The landowners have not addressed the hole in the bund which needs to be repaired however the Parish Council do not want to accept this liability. The Parish Council has been offered a 10-year lease continuing thereafter from year to year. It was noted that a 10-year lease would not be sufficient to obtain grants. Cllr W Clouston is to discuss with Graham Head and the Woodlands Trust before going back to Beaufront Estate to request a 25-year lease.
- v. **South Side Car Park.** Cllrs W Clouston and N M Oliver met with officers from Northumberland County Council to discuss the extension to the south side car park. Progress had stalled due to the loss of an allotment in the plans. The lease plan for the allotment/skate park site is not to scale and therefore a scale plan has been ordered and a survey is being carried out to map the allotments.

### b) County Councillor's Report.

- i. **South Side Car Park cont...d.** Cllr N M Oliver advised that funding is still available however the proposal had been stuck between Legal, Highways and Estate Department of the County Council. The Estates Department now have a clear view of what the landowner wants. The lease the Parish Council has with the landowner includes the allotments and the skatepark. This area has 4 uses including: skatepark, allotments, access roads and car parking. Northumberland County Council is concerned over the loss of a statutory allotment however the Parish Council will continue to pursue Northumberland County Council which may require the area to be rearranged. There is now a dedicated officer at NCC who is responsible for delivering the project.
- ii. **20mph zone.** Northumberland County Council is proposing a much smaller zone for the 20mph limit in the village. They are quoting the average speeds on the roads suggested for inclusion as: Stagshaw Road 31mph and 29mph, Aydon Road 34.4mph and 35.2mph and Newcastle Road 29.3mph and 29.2mph which do not agree with the data from the vehicle activated signs. NCC states that 20mph need to be self-enforcing without the need for speed calming measures. Cllr N M Oliver has requested the director to intervene as the schemes for Aydon Road and Newcastle Road were agreed in the 2019 LTP. A response is awaited.
- iii. **Skatepark.** NWL have now vacated the site and Cllr Oliver is to set up a meeting to discuss a financial contribution towards the reinstatement of the skatepark with NWL. It is suggested that the skatepark is replaced with a concrete structure however this would need to be agreed by the Environment Agency. A temporary repair is to be made to the fencing around the skatepark.

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- iv. **LTP 2023-2024.** The Farnley footpath has been approved in the LTP which will be delivered next year.
- v. **Karbon Homes Grounds Maintenance.** Karbon Homes have now taken their grounds maintenance in house.
- vi. **Cycle Route.** Various discussions had taken place concerning the new cycle/walking route from Hexham to Corbridge and the possibility of it being created on the north side of the river. Discussions with the various landowners are ongoing.

### c) To receive reports on any village/highways issue.

- i. **Footpath access to Riding Mill.** This footpath was lost after a major landslip into the river in 2015. Cllr N M Oliver had walked this route with Tim Fish, Footpath's Officer, NCC last summer. Tim Fish had discussed the rerouting of the footpath with the landowner who was amenable to a new right of way crossing their land.
- ii. **Footpath on north bank of river by bridge** is very difficult to access as the stone steps are overgrown and untidy. The Parish Council will look into clearing the area.
- iii. **Path alongside the Co-op.** This path is very uneven. This is private land and not the responsibility of the Parish Council however the Parish Council will look into whether the area can be improved.
- iv. **Creation of footpath.** Cllr Mrs E S Buckley advised that a new footpath is being created through the copse that cuts through from the new housing estate (Roman Fields) to Cow Lane. Cllr N M Oliver advised that this was in the original plans however he will query this with the planning department to see what is being provided. Discussions had taken place with the residents.
- v. **Public toilets.** The external doors are in need of painting. The handyman is to undertake this work.

0223.11 **TO CONSIDER ORGANISING A PARISH COUNCIL EVENT FOR THE KING'S CORONATION.** It was AGREED to organise a similar event to the Jubilee Event on Saturday 6<sup>th</sup> May 2023 from 14:00 in the Parish Hall. The Corbridge Bake Off Event is due to take place on the Friday before however plans have not been finalised. The Parish Council AGREED to buy the cakes from the Bake Off event.

### 0223.12 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.

- a) **Old Market Cross.** It was reported that the plinth for the old Market Cross is in the archives at Woodhorn.

0223.13 **The next meeting of the Council** will be held on **Wednesday 22<sup>nd</sup> March 2023** at 19:00 in Room One of Corbridge Parish Hall.

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### APPENDIX A

#### ACCOUNTS FOR PAYMENT – 22 FEBRUARY 2023

(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	222.51	37.08	185.43	DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
EE	Mobile phone contracts	55.32	8.55	46.77	DD
Engie	Parish Hall gas supply	820.66	136.78	683.88	DD
Everflow	Parish Hall water rates	11.50		11.50	DD
Corona Energy	Parish Hall electricity supply	94.61	4.51	90.10	DD
Corona Energy	Cemetery electricity supply	32.89	1.56	31.33	DD
H M Revenue and Customs	PAYE – February 2023	635.30		635.30	BACS
T W Pension Fund	Pension contributions – February 2023	858.19		858.19	BACS
A Curtis Window Cleaning	Parish Hall & bus stops	90.00		90.00	BACS
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00	CARD
Agilico Technologies Ltd	Photocopier contract	10.83	1.80	9.03	DD
C White	Churchyard Christmas Tree	150.00		150.00	BACS
Nicholson Portnell	Property land searches – Corchester Field	579.90		579.90	BACS
Norplast Ltd	Perspex for Lych Gate memorial	100.80	16.80	84.00	BACS
B&Q Plc	Handyman supplies	64.98	13.00	74.98	CARD
J R Harding Services	Tree works – Stanners Wood	360.00	60.00	300.00	BACS
JFM Rutherford	Parish Hall Cover – Jan 23	350.00		350.00	BACS
Northumberland CC	Plot 66 – Wheelie bins	77.00		77.00	CARD
Royal Mail	Postages	81.50		81.50	CARD
Amazon	Handyman supplies	10.47	1.74	8.73	CARD
Muck Munchers	Septic tank cleaner – cemetery	34.90	5.82	29.08	CARD
Royal Mail	Postages	4.05		4.05	CARD
J F Walton & Son	Parish Hall/Handyman supplies	80.16	13.36	66.80	BACS
H M Revenue & Customs	PAYE underpayment	520.42		520.42	BACS
Timpsons	Key cutting – Plot 66	8.00	1.33	6.66	CARD
Amazon	Stationery	9.59	1.60	7.99	CARD
The Spanish Club	Corbridge Matters refund	18.00		18.00	BACS
Henderson and Harrison	Parish Hall – boiler repairs	699.60	116.60	583.00	BACS
UK Map Centre (W Clouston)	Allotment scale map	19.76	3.29	16.47	BACS
Amazon	Litter picking equipment	34.95	5.85	29.10	CARD
Royal Mail	Postages	1.65		1.65	CARD
Amazon	Handyman supplies	68.82	8.49	60.33	CARD
Halfords	Handyman equipment	83.00	13.83	69.17	CARD
Staff Wages	March 2023	2913.11		2913.11	BACS

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### INCOME RECEIVED – FEBRUARY 2023

Reference	Detail	Amount	Date
Dilston WI	Parish Hall Hire	40.00	01.02.23
Chess Club	Parish Hall Hire	20.00	01.02.23
Zumba Kids	Parish Hall Hire	80.00	01.02.23
Children's Party	Parish Hall Hire	52.50	02.02.23
Art Appreciation Group	Parish Hall Hire	20.00	02.02.23
Art Class (Tuesday)	Parish Hall Hire	250.00	02.02.23
Choir	Parish Hall Hire	140.00	02.02.23
Bridge Club	Parish Hall Hire	315.00	03.02.23
Tenant – Friesian Drive	Rent	270.00	03.02.23
Tenant – Friesian Drive	Deposit	390.00	03.02.23
Children's Party	Parish Hall Hire	45.00	03.02.23
Karate	Parish Hall Hire	35.00	03.02.23
Plot 30	Allotment rent	40.00	03.02.23
Art Group	Parish Hall Hire	90.00	06.02.23
Various	Parish Hall Hire	1822.50	06.02.23
Plot 23	Allotment rent	40.00	08.02.23
Plot 25	Allotment rent	40.00	08.02.23
Plot 3	Allotment rent	75.00	08.02.23
Advertiser	Corbridge Matters Advert	162.00	08.02.23
Plot 29	Allotment rent	40.00	08.02.23
HMRC STAMPS	Refund of Stamp Duty	2570.18	09.02.23
Advertiser	Corbridge Matters Advert	243.00	09.02.23
Plot 16A	Allotment rent	40.00	09.02.23
Plot 18	Allotment rent	30.00	09.02.23
Plot 24	Allotment rent	40.00	09.02.23
Advertiser	Corbridge Matters Advert	180.00	09.02.23
Art Group (Wednesday)	Parish Hall rent	225.00	09.02.23
HMRC STAMPS	Refund of Stamp Duty	2578.18	10.02.23
HMRC STAMPS	Refund of Stamp Duty	2570.36	10.02.23
HMRC STAMPS	Refund of Stamp Duty	2570.36	10.02.23
Plot 15	Allotment rent	70.00	13.02.23
Advertiser	Corbridge Matters Advert	40.50	13.02.23
Plot 17	Allotment rent	30.00	13.02.23
Funeral Services Ltd	Cemetery Fees	786.00	14.02.23
Zumba Class	Parish Hall Hire	135.00	14.02.23
HMRC VTR	VAT refund	3240.63	15.02.23
Plot 34 (500)	Allotment rent	40.00	15.02.23
Various (499)	Parish Hall Hire	210.00	15.02.23
Advertiser	Corbridge Matters Advert	81.00	16.02.23
Advertiser	Corbridge Matters Advert	243.00	16.02.23
Plot 28 (114)	Allotment rent	40.00	17.02.23
Advertiser	Corbridge Matters Advert	243.00	17.02.23

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<b>Reference cont.../d</b>	<b>Detail</b>	<b>Amount</b>	<b>Date</b>
Advertiser	Corbridge Matters Advert	243.00	21.02.23
Pilates	Parish Hall Hire	45.00	21.02.23
Plot 4	Allotment rent	30.00	21.02.23
Tenant	Cemetery Lodge rent	500.00	22.02.23
Various (115)	Parish Hall – Allotment rent	270.00	23.02.23
Various (501)	Parish Hall Hire	90.00	27.02.23
Event	Parish Hall Hire	80.00	27.02.23
Ballet Class	Parish Hall Hire	258.75	27.02.23

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### APPENDIX B

#### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 22<sup>nd</sup> FEBRUARY 2023

REFERENCE NUMBER	DESCRIPTION	ADDRESS
23/00320/PRUTPO	Tree Preservation Order: Crown thinning and reduction to one Sycamore Tree by 33%	Trinity Manor, Trinity Terrace, Corbridge
23/00321/LBC 23/00327/FUL	Proposed single storey two bed dwelling to include parking and landscaping	Land East of Lumley Cottage, Main Street, Corbridge

### APPENDIX C

#### PLANNING DECISIONS RECEIVED ON 22<sup>ND</sup> FEBRUARY 2023

REFERENCE NUMBER	DESCRIPTION	DECISION
22/04131/ADE	Advertisement consent for small hanging sign on a traditional bracket and fascia sign to right of door (amended 13/01/23) 6 Market Place, Corbridge	GRANTED
23/00018/PRUTPO	Tree preservation order application: Beech Tree, crown lift to approx. 5m and reduce overhang to neighbouring properties, thin crown by up to 15%. Land south of Telephone Exchange, Coopers Court, Corbridge	PERMIT
23/00320/PRUTPO	Tree Preservation Order: Crown thinning and reduction to one sycamore tree by 33% Trinity Manor, Trinity Terrace, Corbridge	PERMIT

### APPENDIX D

#### CORRESPONDENCE

SENDER	<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
Northumberland County Council	Wheels for All Accessible Cycling Workshops
Northumberland County Council	Dog Control (Public Spaces Protection Order) Notice of Extension