

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON WEDNESDAY 22ND MARCH 2023 AT 19:00 IN CORBRIDGE PARISH HALL

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

0323.01 Residents present raised the following matters and where relevant they are listed with the actions that will be taken, if required. In due course, if necessary, reports will be made back to the Council.

- a) Parking on Front Street. Concerns were expressed over the provision of parking on Front Street for residents following the Market Place consultation. Cllr W Clouston gave an update on the consultation and advised that the proposed plans are likely to change once all of the comments have been taken into consideration. This may include residents only parking. The extension to the South Side car park is still planned to go ahead creating an additional 48 spaces and discussions are taking place around a north side car park at the bottom of Wellbank.
- b) Social Housing. Concerns were expressed over the lack of social housing for Corbridge residents. Cllr N M Oliver agreed to contact Riverside Housing who manage the social housing on the Roman Fields development to establish their local lettings policy. The Parish Council properties will be available from end of April/beginning of May.
- c) Speeding on Princes Street. Concerns were expressed over the speed of cars travelling along Princes Street. Cars parking on the double yellow lines outside the Golden Lion are also causing problems. The residents suggested a one way system and speed camera. They also advised that the pavement outside Town Hall Buildings is in a poor condition. An update was given from Cllr N M Oliver on the consultation regarding a one way system on Princes Street a couple of years ago and unfortunately a speed camera would not be agreed in this area. An update was also given on the implementation of a 20mph in the village centre.

0323.02 Apologies for Absence received from Cllrs L Stenhouse and S Ahmed.

0323.03 Declarations of Councillor's Interest. Cllr N M Oliver declared a personal and prejudicial interest in item 0323.07 as a member of Northumberland County Council's Planning Committees.

0323.04 Minutes of the Council meeting held on **22nd February 2023** were signed as a true and accurate record of the meeting.

0323.05 Actions taken following the meeting held on **22nd February 2023**.

- a) Public footpath – North side of Bridge. It was felt this area was too big a job for the handyman and needed to be cleared by a contractor.

0323.06 Finance/Administration

- a) Accounts for payment – to review and approve items of expenditure [See appendix A] It was AGREED to accept and approve the items of expenditure as listed on the previously circulated list.

0323.07 Planning Applications. It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. [See appendix B]

<https://publicaccess.northumberland.gov.uk/online-applications>

0323.08 Planning Decisions. It was AGREED to receive the Planning decisions made by Northumberland County Council in accordance with the list circulated. [See appendix C]

0323.09 Correspondence and information items received since the February 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*).

0323.10 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
- i. Community Led Housing. The Parish Council has taken possession of the 3 remaining properties at Roman Fields, and they should be ready to rent by the end of April assuming that that section of the site is open.
 - ii. Market Place Consultation. More than 120 responses were received regarding the proposals for the Market Place. Cllr W Clouston will analyse the responses to enable revision to be made to the plans.
 - iii. Corchester Lane. The draft lease has been agreed and the final copy is waiting to be executed. Once this has been signed, the contractor will be instructed to start.
 - iv. South Side Car Park. A positive meeting had been held with the landowners to discuss the car park extension. The stumbling block is still the loss of one allotment. A scale plan had been provided by Steena Stewart which shows the area is used as allotments, car parking and access track. It is hoped that an area in the middle of the site can be used to replace the lost allotment.
 - v. Community Woodland. Cllr N M Oliver is to contact the Agent and request a longer lease.
- b) County Councillor's Report
- i. Co-op Steps and alley. Northumberland County Council are coming out to inspect the steps. Cllr N M Oliver had established ownership and will contact to request repairs.
 - ii. Skatepark. Although, it appeared that the skatepark area had been cleared by Northumbrian Water, unfortunately they have not finished the work on the pumping station due to a dispute with the contractor. Northumbrian Water have gone back out to tender to finish the work required. Northumbrian Water require a cost for skatepark ramp, surfacing and fencing. It was noted there is £11,500 in the Section 106 funding pot for play/sport in Corbridge.
 - iii. Litter. Complaints had been received regarding the amount of rubbish along Milkwell Lane which had been blown from the Miller Homes/Bellway Homes housing development. Cllr N M Oliver had contacted Miller Homes to request a clean-up.
 - iv. Barclays Bank Van. The Barclays Bank is visiting the village monthly and will be parked in the Corstopitum Club car park. Cllr N M Oliver advised that he would pursue the installation of an ATM in Corbridge.
 - v. 20mph speed limit. The curtilage had not been resolved. Cllrs W Clouston and N M Oliver are to meet with Highways to discuss further.
- c) To receive reports on any village/highways issue.
- i. Planter. The planter outside the church on Hill Street is obstructing the pavement. The handyman will be asked to relocate it.
- 0323.11 To consider signing up to the Civility and Respect Pledge including adoption of the updated Model Code of Conduct and Dignity at Work Policy. After discussion, it was suggested that the Model Code of Conduct overlapped with the Civility and Respect Pledge and therefore the Parish Council AGREED to adopt the Model Code of Conduct and did not consider it necessary to adopt the Civility and Respect Pledge.
- 0323.12 Opportunity for residents to comment on any issue raised. The new edition of Corbridge Matters had been delivered and is waiting to be delivered to all properties in the parish.
- 0323.13 Date of next meeting. The next meeting of the Parish Council will be held on **Wednesday 26th April 2023** at 19:00 in Room One of Corbridge Parish Hall.

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APPENDIX A

ACCOUNTS FOR PAYMENT – 22 MARCH 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 | 53.20 | 8.87 | 44.33 | DD |
| Engie | Parish Hall gas supply | 504.84 | 84.14 | 420.70 | DD |
| Everflow | Parish Hall water rates | 11.10 | | 11.10 | DD |
| Corona Energy | Parish Hall electricity supply | 86.02 | 4.10 | 81.92 | DD |
| Corona Energy | Cemetery electricity supply | 32.54 | 1.55 | 30.99 | DD |
| H M Revenue and Customs | PAYE – March 2023 | 639.16 | | 639.16 | BACS |
| T W Pension Fund | Pension contributions – March 2023 | 861.39 | | 861.39 | 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 | 40.25 | 6.71 | 33.54 | DD |
| East Tynedale Community Forum | Annual contribution towards funding | 90.00 | | 90.00 | BACS |
| Northumberland County Council | Contribution towards winter opening of public toilets | 2000.00 | | 2000.00 | BACS |
| AO Retail Ltd | Kitchen appliances – plots 109-111 | 3587.00 | 597.85 | 2989.15 | BACS |
| Blinds Direct | Blinds Plots 109-111 | 265.85 | 44.31 | 221.54 | CARD |
| J R Harding Services | Tree works – Corchester | 540.00 | 90.00 | 450.00 | BACS |
| ADT Fire and Security Plc | CCTV maintenance | 101.83 | 16.97 | 84.86 | BACS |
| Robinson Landscape Design | Market Place design proposals | 3262.68 | 543.78 | 2718.90 | BACS |
| AO Retail Ltd | Kitchen appliances - CLH | 162.00 | 27.01 | 134.99 | BACS |
| Amazon | Handyman Supplies | 112.81 | 15.82 | 96.99 | CARD |
| Amazon | Litter picking equipment | 26.95 | 4.49 | 22.46 | CARD |
| B&Q | Fittings/fixtures Plots 109-111 | 78.27 | 13.05 | 65.22 | CARD |
| B&Q | Fittings/fixtures Plots 109-111 | 109.28 | 18.21 | 91.07 | CARD |
| Viking-Direct | Parish Hall consumables, stationery, litter picking equip | 246.80 | 41.13 | 205.67 | CARD |
| Amazon | Paint – bus shelters | 18.00 | 3.00 | 15.00 | CARD |
| B&Q | Fixtures/fittings Plots 109-111 | 184.90 | 30.82 | 154.08 | CARD |
| Homebase | Fixtures/fittings Plots 109-111 | 200.00 | 33.33 | 166.67 | CARD |
| Northumberland CC | Ground works contract | 12836.87 | 2139.48 | 10697.39 | BACS |
| Viking-Direct | Parish Hall CCTV sign | 4.55 | 0.76 | 3.79 | CARD |
| Robson Print | Corbridge Matters 70 | 1998.00 | | 1998.00 | BACS |
| LS Tech Group | Emergency Locksmith –Plot 66 | 274.80 | 45.80 | 229.00 | BACS |
| Peter Rodger | Corbridge Matters design x 3 | 662.50 | | 662.50 | BACS |
| Northumberland CC | Business rates – Cemetery | 1472.05 | | 1472.05 | 301749 |
| Unity Trust Bank | Bank charges | 18.00 | | 18.00 | DD |
| Unity Trust Bank | Bank charges | 2.70 | | 2.70 | DD |
| Unity Trust Bank | Bank charges | 42.00 | | 42.00 | DD |
| Marmax Products Ltd | Seat – Cemetery | 454.80 | 75.80 | 379.00 | BACS |
| Land Search Online | Land registry search | 41.94 | 6.99 | 34.95 | CARD |
| Staff Wages | April 2023 | 3339.79 | | 3339.79 | BACS |

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INCOME RECEIVED – MARCH 2023

| Reference | Detail | Amount | Date |
|-------------------------|---------------------------|---------|----------|
| NE Granite Co Ltd (504) | Cemetery Fees | 575.00 | 01.03.23 |
| Dance Club (502) | Parish Hall Hire | 60.00 | 01.03.23 |
| Various (503) | Corbridge Matters Adverts | 202.50 | 01.03.23 |
| Plot 21 | Allotment rent | 40.00 | 02.03.23 |
| Dickinsons | Cemetery Fees | 1309.00 | 03.03.23 |
| Advertiser | Corbridge Matters Adverts | 121.50 | 03.03.23 |
| Tenant – Plot 66 | Rent | 390.00 | 03.03.23 |
| Forum Books | Sale of walking books | 25.00 | 06.03.23 |
| Bridge Club | Parish Hall Hire | 360.00 | 08.03.23 |
| Art Group (Tuesdays) | Parish Hall Hire | 200.00 | 09.03.23 |
| Art Appreciation Group | Parish Hall Hire | 20.00 | 09.03.23 |
| Karate (505) | Parish Hall Hire | 35.00 | 10.03.23 |
| Plot 10 (506) | Allotment rent | 40.00 | 10.03.23 |
| Chess Club | Parish Hall Hire | 60.00 | 10.03.23 |
| Labour Party | Parish Hall Hire | 25.00 | 10.03.23 |
| Art Group (Thursday) | Parish Hall Hire | 120.00 | 10.03.23 |
| Plot 16B | Allotment rent | 40.00 | 10.03.23 |
| Dodds of Hexham (507) | Cemetery Fees | 457.00 | 13.03.23 |
| Advertiser (508) | Corbridge Matters Adverts | 40.50 | 13.03.23 |
| Ballet Class | Parish Hall Hire | 363.60 | 13.03.23 |
| Bridge Club | Parish Hall Hire | 315.00 | 13.03.23 |
| Art Class (Wednesday) | Parish Hall Hire | 300.00 | 13.03.23 |
| Plot 32 | Allotment rent | 40.00 | 13.03.23 |
| Carpet Bowls (509) | Parish Hall Hire | 90.00 | 16.03.23 |
| Pilates | Parish Hall Hire | 60.00 | 16.03.23 |
| Plot 8 (510) | Allotment rent | 40.00 | 20.03.23 |
| Plot 7 (511) | Allotment rent | 30.00 | 20.03.23 |
| Various (512) | Parish Hall Hire | 180.00 | 21.03.23 |
| Funeral Services Ltd | Cemetery Fees | 786.00 | 22.03.23 |
| Zumba | Parish Hall Hire | 120.00 | 22.03.23 |
| Pilates | Parish Hall Hire | 67.50 | 22.03.23 |
| Jewellery Event | Parish Hall Hire | 120.00 | 23.03.23 |
| Booking | Parish Hall Hire | 10.00 | 23.03.23 |
| Badminton Club (513) | Parish Hall Hire | 120.00 | 24.03.23 |
| Pilates | Parish Hall Hire | 70.00 | 24.03.23 |
| Advertiser | Corbridge Matters Advert | 162.00 | 24.03.23 |
| Zumba Kids | Parish Hall Hire | 95.00 | 24.03.23 |
| Chess Club | Parish Hall Hire | 60.00 | 24.03.23 |
| Zumba Kids | Parish Hall Hire | 67.50 | 24.03.23 |
| Advertiser | Corbridge Matters Advert | 243.00 | 27.03.23 |
| Advertiser | Corbridge Matters Advert | 81.00 | 27.03.23 |
| Art Group (Thursday) | Parish Hall Hire | 150.00 | 27.03.23 |
| Advertiser | Corbridge Matters Advert | 243.00 | 27.03.23 |
| Choir | Parish Hall Hire | 290.00 | 27.03.23 |
| Art Appreciation Group | Parish Hall Hire | 20.00 | 27.03.23 |

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| Reference.....cont/d | Detail | Amount | Date |
|-----------------------------|---|---------------|-------------|
| Advertiser | Corbridge Matters Advert | 162.00 | 28.03.23 |
| Advertiser | Corbridge Matters Advert | 81.00 | 28.03.23 |
| Advertiser | Corbridge Matters Advert | 162.00 | 28.03.23 |
| Various (514) | Parish Hall Hire & Allotment rent (plot 31) | 160.00 | 28.03.23 |
| Plot 19 (515) | Allotment rent | 40.00 | 28.03.23 |
| Various (516) | Parish Hall Hire | 280.00 | 28.03.23 |
| Art Group (Tuesday) | Parish Hall Hire | 200.00 | 28.03.23 |
| Advertiser | Corbridge Matters Advert | 162.00 | 28.03.23 |
| Plot 9 | Allotment rent | 40.00 | 29.03.23 |
| Advertiser | Corbridge Matters Advert | 162.00 | 29.03.23 |
| Tenant | Cemetery Lodge Rent | 500.00 | 30.03.23 |
| Plot 22 | Allotment rent | 40.00 | 30.03.23 |
| Tenant – Plot 66 | April rent | 390.00 | 31.03.23 |
| Various (516) | Parish Hall Hire | 280.00 | 31.03.23 |

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APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 22nd MARCH 2023

| REFERENCE NUMBER | DESCRIPTION | ADDRESS |
|------------------|---|------------------------------------|
| 23/00768/VARYCO | Variation of condition 2 (approved plans) for reduction of dwelling footprint and minor external amendments and removal of conditions 5 (Demolition and construction method statement) 11 (landscaping and boundary treatments), 13 (finished floor levels) and 14 (greenhouse and shed details) pursuant to planning permission 21/00635/FUL | Loxwood, Newcastle Road, Corbridge |
| 22/04136/VARYCO | Variation of condition 2 (approved plans) of consent 20/04094/LBC in order to approve installation of air source heat pumps on south west elevation (amended description 07.03.23) | The Granary, Aydon, Corbridge |
| 22/03835/VARYCO | Variation of condition 2 (approved plans) of consent 21/01712/LBC in order to approve minor amendments for addition of solar panels on south elevation, window on west elevation, a roof light on north elevation addition of first floor and air source heat pump (Amended description 07.03.23) | The Cuillins, Aydon, Corbridge |

APPENDIX C

PLANNING DECISIONS RECEIVED ON 22ND MARCH 2023

| REFERENCE NUMBER | DESCRIPTION | DECISION |
|------------------|---|-----------|
| 22/04502/FUL | Single storey ground floor rear extension, application of external thermal insulation with boarded finish to prior extensions and replacement/formalising of rear roof arrangement 1 Woodbine Terrace, Corbridge | WITHDRAWN |
| 22/04561/FUL | First floor extension, ground floor infill extension and orangery extension. Shawwell House, Stagshaw Road, Corbridge | REFUSED |
| 22/03876/FUL | A storage shed and polytunnel to support existing woodland maintenance. Land at South East of Pit Allotment Wood, Corbridge | REFUSED |
| 23/00128/FUL | Proposed conservatory to the rear. 19 Front 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 |
| Northumberland CC Climate Change | Carbon Literacy Project Webinar – Toolkit Course |