

Annual Parish Meeting

Wednesday 24th May 2023

The 2023 Annual Parish Meeting of Corbridge will be held in Room One, Corbridge Parish Hall at 19:00 on Wednesday 24th May 2023.

ALL ELECTORS OF THE PARISH ARE INVITED TO ATTEND AND MAY SPEAK AND MAKE PROPOSALS ON ANY MATTER RELEVANT TO THE PARISH. RESOLUTION MAY BE CONSIDERED AND PASSED PROVIDING SUCH RESOLUTIONS ARE GIVEN TO THE CHAIRMAN OR THE CLERK AT LEAST THREE DAYS BEFORE THE MEETING.

AGENDA

1. To receive the minutes of the 2022 Annual Meeting held on 1st June 2022.
2. Matters arising from the minutes.
3. Chairman's Report
 - a) Questions/Comments by members of the public.
4. County Councillor's Report
 - a) Questions/Comments by members of the public.

W Clouston
Chairman, Corbridge Parish Council
17th May 2023

CORBRIDGE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING HELD ON 1st JUNE 2022

PRESENT: Cllr 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, S Ahmed, L Stenhouse

1. **TO RECEIVE THE MINUTES OF THE 2021 ANNUAL PARISH MEETING.** The Minutes of the Annual Parish Meeting held on the 19th May 2021 having been circulated, were signed as a true record. There were no matters arising.
2. **PARISH COUNCIL - CHAIRMAN'S REPORT.** Cllr W Clouston presented his report on the work of the Council during the past year and looked forward to the next 4 years. Of note, was the full reopening of the Parish Hall which had been refurbished during the lockdown in 2020; the completion of the railings outside of the Co-op; the appointment of a handyman to complete odd jobs around Corbridge. The plans to improve facilities at Corchester Field are progressing and we are now looking for a contractor to carry out the work. This has become urgent as the pavilion has been vandalised for the 2nd time. The Parish Council will look to secure the area with Heras Fencing. The improvements to the Market Place had been stalled as a meeting is needed with Northumberland County Council to agree the highway and kerbs. It is hoped to progress a Community Woodland in the coming year although a meeting is needed with the landowner. This had not been possible. The Parish Council looks forward to the completion of the first phase of the Community Led Housing in the next few weeks. The 2-bed bungalow is nearing completion and the foundations of the 3no 2 bed houses have been laid. A meeting is to be held next week to iron out the scope of the lettings policy.
3. **COUNTY COUNCILLOR'S REPORT.** Cllr N M Oliver gave a brief report on his work as a County Councillor over the past year.
Community Response to Covid Crisis. A tremendous effort was seen from the community in Corbridge, and this is a reflection of the strength of our community.
Community Led Housing Project. This is a significant project for Corbridge and Corbridge is the first Parish Council to run a community project off plan.
Pumping Station is nearing completion and discussions will be held with Northumbrian Water who had promised a contribution to the skatepark once the work had been completed.
Schools. There have been developments at Corbridge Middle School with the completion of 2 new modular classrooms, together with a daily mile track and a 48-space car park. The construction of a 4G pitch is going ahead in the next 12 months. The completion of the new £48m development at Queen Elizabeth High School which is a fantastic facility and provides excellent sports facilities.
Local Transport Plan. The 20mph zone in the centre of the village is due to be delivered this financial year. The boundaries need to be clarified however plans from NCC should be received soon with implementation due in the Autumn.
Car Park/Market Place. A meeting is to be held next week to progress these projects.
Flood Defences. Improvements to the flood defences from the Devils Water eastwards were completed last year. The Environment Agency had created wildflower areas on the flood bank which produced a beautiful display. The Parish Council will look to replicate areas like this where we can. Cllr Oliver is to engage with Corbridge in Bloom and Corbridge Gardening Society to discuss rewilding certain areas such as Milkwell Lane, Leazes Lane, flood bank areas, roundabouts. It was AGREED that Cllr Oliver would pursue this on behalf of the Parish Council.
4. **RESOLUTIONS.** There were no resolutions to consider.
5. **THERE** being no further matters raised for discussion, the Chairman declared the meeting closed at 7.45pm.

Signed as a true and accurate record..... Chairman Date

CORBRIDGE PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the Annual Meeting of Corbridge Parish Council on Wednesday 24th May 2023 following the Annual Parish Meeting at 19:00 in Room One of Corbridge Parish Hall for the purpose of transacting the following business.

Mrs Mandy Senior
Clerk to the Council

17th May 2023

AGENDA

Annual Meeting of Corbridge Parish Council

To be held on Wednesday 24th May 2023 following the Annual Parish Meeting at 19:00 in Corbridge Parish Hall

- 0523.01 Election of Chairman.
- 0523.02 To receive the Chairman's Declaration of Acceptance of Office.
- 0523.03 Election of Vice Chairman.
- 0523.04 The Council will hear residents on any matter they wish to raise.
- 0523.05 To consider co-option to fill one vacancy.
- 0523.06 Apologies for Absence – Cllr M J Stone
- 0523.07 Declarations of Councillor's Interest, if any.
- 0523.08 To consider any matters requiring Council action that may arise from the preceding Annual Parish Meeting
- 0523.09 To approve and sign the minutes of the Council meeting held on **26th April 2023** [See enclosed]
- 0523.10 Actions taken following the meeting held on **26th April 2023**.
- 0523.11 Finance/Administration
 - a) Accounts for payment – to review and approve items of expenditure [See appendix A]
 - b) To review and approve Risk Assessment [See enclosed]
 - c) To consider and approve the Terms of Reference for each of the Council's various working groups (No change) [See attached document]
 - d) Review of Standing Orders and Financial Regulations (no change) [See enclosed]
- 0523.12 Planning Applications [See appendix B]
- 0523.13 Planning Decisions [See appendix C]
- 0523.14 To appoint representatives on the Council's various working groups [see enclosed memorandum]
- 0523.15 To receive reports, if appropriate from Working/Liaison Groups with enclosed minutes, if applicable including reports from the Chairman and County Councillor
 - a) Chairman's Report
 - b) County Councillor's Report
- 0523.16 To consider Draft Recommendations on the new Electoral Arrangements for Northumberland County Council [See enclosed information].
- 0523.17 Any urgent business allowed by the Chairman/Agenda items for the next meeting [For information only]
- 0523.18 Opportunity for residents to comment on any issue raised.
- 0523.19 Date of next meeting – **21st June 2023 at 19:00**

Dates of meetings 2023

21 June; 26 July; 27 September; 25 October; 22 November; 20 December 2023

CORBRIDGE PARISH COUNCIL

APPENDIX A

ACCOUNTS FOR PAYMENT – 24TH MAY 2023

Payee	Description	Gross payment	VAT	Net	Payment method
Rentokil	Washroom supplies	224.79			DD
BT Plc	Parish Hall telephone/WIFI	100.68	16.78	83.90	DD
EE	Mobile phone contracts	59.40	15.16	34.34	DD
Engie	Parish Hall gas supply	406.56	67.76	338.80	DD
Corona Energy	Cemetery electricity supply	20.30	0.96	19.34	DD
Corona Energy	Cemetery electricity supply	26.42	1.25	25.17	DD
Corona Energy	Cemetery electricity supply – credit note	-32.54	-1.55	-30.99	DD
Everflow	Parish Hall water rates	12.27		12.27	DD
H M Revenue and Customs	PAYE – May 2023	883.82		883.82	BACS
T W Pension Fund	Pension contributions – May 2023	875.38		875.38	BACS
Easy Hire NE Ltd	Hire of small digger for cemetery	218.27	36.38	181.89	BACS
A Curtis Window Cleaner	Bus stops and Parish Hall	90.00		90.00	BACS
Tyne Valley Community Rail Partnership	Subscription 2023	10.00		10.00	BACS
Urwin Joinery	Trimming of doors – plots 109-111	140.00		140.00	BACS
Norplast Ltd	Polycarbonate to repair bus shelter	60.60	10.10	50.50	BACS
Errington Coffee Shop	Scones for Coronation Event	96.00		96.00	BACS
A Cunningham	Handyman supplies	39.39		39.39	BACS
Timpsons	Cemetery chapel replacement lock	12.00	2.00	10.00	BACS
B&M	Hand soap	1.58	0.26	1.32	BACS
Shotton Waste Services	Cemetery lodge septic tank	114.00	19.00	95.00	BACS
Staff Wages	June 2023	3293.45		3293.45	BACS

CORBRIDGE PARISH COUNCIL

INCOME RECEIVED – MAY 2023

Reference	Detail	Amount	Date
WI	Parish Hall Hire	40.00	01.05.23
Tenant	Cemetery Lodge rent	500.00	02.05.23
Zumba Class	Parish Hall Hire	105.00	02.05.23
Indoor Market	Parish Hall Hire	120.00	02.05.23
Lace Class	Parish Hall Hire	33.00	02.05.23
Advertiser	Corbridge Matters Advert	180.00	02.05.23
Training Event	Parish Hall Hire	85.00	02.05.23
Bridge Club	Parish Hall Hire	336.00	03.05.23
Training Event	Parish Hall Hire	27.50	03.05.23
Art Group (Tuesday)	Parish Hall Hire	150.00	03.05.23
Art Group (Thursday)	Parish Hall Hire	66.00	03.05.23
(525) Various	Parish Hall Hire	107.50	03.05.23
(524) Various	Parish Hall Hire	128.00	03.05.23
Art Appreciation Group	Parish Hall Hire	22.00	04.05.23
Chess Club	Parish Hall Hire	66.00	09.05.23
Art Group (Wednesday)	Parish Hall Hire	160.00	09.05.23
Ballet Class	Parish Hall Hire	426.75	10.05.23
Ballet Class	Parish Hall Hire	152.00	10.05.23
(526) Carpet Bowls Club	Parish Hall Hire	144.00	10.05.23
Zumba Kids	Parish Hall Hire	59.50	12.05.23
(527) Badminton Club	Parish Hall Hire	40.00	16.05.23
(528) Badminton Club	Parish Hall Hire	64.00	16.05.23

MULTIPAY CARD TRANSACTIONS – MAY 2023

Payee	Description	Gross payment	VAT	Net
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00
DynoRod	Princes St Pant	198.00	33.00	165.00
Royal Mail	Postage stamps	92.50		92.50
Royal Mail	Postages	4.45		4.45
Microsoft	365 Subscription	9.59	1.60	7.99

CORBRIDGE PARISH COUNCIL

APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 24TH MAY 2023

REFERENCE NUMBER	DESCRIPTION	ADDRESS
23/01429/FUL	Partial demolition of existing swimming pool, gym and boiler room with minor amendments to existing annex.	Hampstead House, Corbridge
23/01537/FUL	Single storey side extension	35 Woodside Avenue, Corbridge
23/01571/FUL	Demolition of agricultural building and construction of a self-build residential building, including change of use of land with curtilage of garden	Land North of the Forge, Thornbrough, Corbridge
23/01587/VARYCO	Removal of conditions: 10 Removal of entrance gates pursuant to planning application 22/04136/VARYCO	Aydon South Farm, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 24TH MAY 2023

REFERENCE NUMBER	DESCRIPTION	DECISION
23/01083/FUL	Single storey rear extension 11 Lion Court, Station Road, Corbridge	GRANTED
23/01044/FUL	Proposed alterations to existing boundary treatment at front of the Stonecroft House Stonecroft, Main Street, Corbridge	GRANTED
22/04267/VARYCO	Variation of condition 2 (approved plans) on approved planning application 20/04148/FUL in order to allow for the relocation of the approved garage 5m in an easterly direction from the previously approved location (as amended) Dene House, Howden Dene Farm, Newcastle Road, Corbridge	GRANTED

Current Corbridge Parish Council Working Groups and Sub Committees

Parish Council Committees		
Finance and General Purposes	Dealing with Finance, staffing, policy issues, grant aid	Cllrs W Clouston, N M Oliver, Mrs M V Kemp
Planning Advisory Groups	Reviewing and commenting on planning applications	Cllrs W Clouston, C G Curry, L Stenhouse
Community Led Housing	Dealing with management of the social housing units	Cllr W Clouston, N M Oliver, Mrs Mrs M V Kemp
Parish Hall Management Committee	Looking after and developing the Parish Hall	Cllrs W Clouston
Highways and Neighbourhood Services	Meeting with NCC staff to discuss parish issues and monitor groundworks contract	Cllrs W Clouston, N M Oliver, S Ahmed, C G Curry
Sports, Recreation and Play Facilities	To improve facilities in Corbridge and make best use of S106 monies	Cllrs W Clouston, N M Oliver, L Rogers, S Ahmed
Representatives on Other Village Groups		
East Tynedale Parish Councils Forum		Cllr C G Curry
Visit Corbridge		Cllr N M Oliver
Corbridge Flood Action Group		Cllrs C G Curry and N M Oliver
Corbridge Village Show		Cllr N M Oliver
Bridge End Allotments		Mrs M Senior