

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON 26TH JULY 2023 IN CORBRIDGE PARISH HALL

PRESENT: Cllr W Clouston, Chairman of the Council together with Cllrs N M Oliver, C G Curry, M J Stone, L Rogers, R Tipping

- 723.01 **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) **Community LED Housing shortlisting.** Residents had attended the meeting to discuss the shortlisting process for the 3 remaining houses. Cllrs W Clouston and N M Oliver together with the Clerk, Mandy Senior had met twice to go through the shortlisting process. Advice had been obtained from the Northumberland Homefinder Team. The Community Led Housing Committee had followed the Homefinder Allocations Policy and the Corbridge Local Lettings Policy. Applicants were then matched to the size of the accommodation, their connection to Corbridge and priority was given to young families.
 - b) **3G Pitch.** The meeting to discuss the 3G pitch at Corbridge Middle School has been re-arranged.
- 723.02 **TO ACCEPT AND APPROVE APOLOGIES FOR ABSENCE** from Cllrs Ms C Burns, Mrs J Neal, Mrs M V Kemp and S Ahmed. The leave of absence, previously agreed for Cllr L Stenhouse was extended to September 2023.
- 723.03 **TO RECEIVE DECLARATIONS OF COUNCILLORS' INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 0723.07 as a member of Northumberland County Council's Planning Committees. Cllr N M Oliver also declared a personal interest in item 0723.06b as a member of Sport Tynedale.
- 723.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 21 JUNE 2023.** It was AGREED to approve and sign the minutes of the Council Meeting held on 21 June 2023 as a true and accurate record.
- 723.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 21 JUNE 2023.**
- a) **Princes Street Pant.** Minute 0623.10b refers. A land registry search had been carried out and this area is not registered. Cllr N M Oliver had spoken to the Flood/Erosion Manager, NCC who had been in touch with Northumbrian Water. This area does not form part of NCC's drainage system however NCC did concede that as the water is coming onto the public highway it is their responsibility. Cllr N M Oliver is to contact Andy Olive, NCC as the pant appears to be on the GIS plan as public highway.
 - b) **Potholes.** Minute 623.10c refers. The potholes on Crofts Avenue had been reported.
- 723.06 **FINANCE/ADMINISTRATION**
- a) **ACCOUNTS FOR PAYMENT.** It was AGREED to approve the items of expenditure on the lists, previously circulated. (Appendix A).
 - b) **TO CONSIDER REQUEST FOR GRANT AID TOSPORT TYNEDEALE.** It was AGREED to make a contribution of £250 to Sport Tynedale. The clerk will make the necessary arrangements for payment.
- 723.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B).
- 723.08 **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 C).
- 723.09 **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.** Cllr Clouston gave his verbal report on outstanding matters and updates on various projects.
 - **Corchester Field.** The scheme to refurbish the pavilion is progressing. All rotten timbers have been replaced and the roof slates removed. It is hoped the existing roof slates can be reapplied to the front and sides of the roof, with new tiles being placed at the back. The refurbishment will take until late August/early September to be completed. The contractor had removed the old goal posts.

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- **Market Place.** The landscape designer had been unwell and will be in touch in due course.
 - **Car Park Extension.** To implement the car park extension, an application has been made to the Secretary of State to transfer the land at allotment 1 to an unused area in the middle of the site. This will be a net gain of allotment land. There is a 12-week turnaround for the application. NCC will be looking to create 48 spaces in the new car park and EV charging points.
- b) **County Councillor's Report.** Cllr N M Oliver gave his verbal report on matters related to Corbridge Parish and the wider County area.
- **Youth Initiative Building.** The structural survey had been received. A meeting will be arranged with Sean Soulsby, Chair of Trustees to discuss.
 - **Planning Enforcement.** The railing outside the Wheatsheaf is subject to planning enforcement. They will need to apply for planning permission. Planning enforcement is also looking into the signage at the barbers on Hill Street.
 - **Cycle Route.** A meeting will be held with the landowners and Travel England in the next few weeks.
 - **Dropped Kerbs.** Cllrs M J Stone and N M Oliver have walked around the village looking at dropped kerbs.
 - **Barclays Bank Van.** The van will visit again on 16 August 2023.
 - **Craggside Play Area.** Cllr N M Oliver had met with a neighbouring resident to discuss the overgrown hedges. Northumberland County Council is to cut back the hedges, away from the neighbours' fence, as far as possible. A regular programme of hedge cutting will then be carried out.
 - **The Riggs Play Area.** This area has been vandalised in recent weeks. Cllr Oliver had reported this to NCC Public Protection.
- c) **To receive reports on any village/highway issues.**
- **Gas board sign.** Northern Gas and Power have left a 'Men at Work' road sign lying by the bus stop on Hill Street. They will be contacted to remove the sign.
 - **Hexham Station Ticket Office.**

723.10 **TO CONSIDER PRIORITIES FOR INCLUSION IN THE LOCAL TRANSPORT PLAN PROGRAMME 2024-2025.** Following the discussions at the June meeting, the Parish Council is still waiting for clarification from Northumberland County Council as to the extent of the traffic calming measures, they intend to carry out on Newcastle Road, Stagshaw Road and Aydon Road. As the deadline for submitting priorities to NCC is 28th July 20223, Cllr Oliver will contact NCC to request an extension for submission. A discussion took place around a potential build out on Hill Street to prevent fly parking outside the Co-op. This request would be seen as low priority and unlikely to be included. The new Farnley footpath has been approved and is hoped it will be installed in the Autumn. The speed indicator signs and gateways are still to be installed however the quote received from Northumberland County Council was excessive. Richard McKenzie, NCC had requested the information downloaded from the various speed signs. This will be forwarded to him when the information is received.

723.11 **OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.**

- a) An A board for Casa Rosso has been propped up by the planters on the corner of Front Street for several weeks. This would need advertising consent.
- b) Hill Street Fly Parking. The problems caused by fly parking outside the Co-op were discussed. Traffic is often backed up to Watling Street with the buses unable to get through.

723.12 **DATE OF NEXT MEETING.** The next meeting will be of the Parish Council will take place on Wednesday 27th September 2023 at 19:00 in Room One of Corbridge Parish Hall.

SignedChairman

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APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 21ST JUNE 2023

REFERENCE NUMBER	DESCRIPTION	ADDRESS
23/01742/FUL	Rear lean-to extension	25 Siskin Drive, Corbridge
23/01874/FUL	Construction of single storey rear extension	42 Friesian Drive, Corbridge
23/01852/FELTPO	Tree Preservation Order application to Improve imbalance to east of both trees. Tag no. 1363 - Horse Chestnut (reduce length of branch at 5m by 3-3.5m and upper branch at 10m by 2-2.5m also crown thin by 15 - 20% to reduce overall density) and Tag no. 1366 - Lime (remove branch at 8m East, 16cm diameter, branch at 11m NE, 17cm diameter and end section of branch at 10m SE, 14cm diameter) by 3-4m. All branches to be pruned to convenient growth points	Primlea Court, Aydon Road, Corbridge
23/01735/FUL	Construction of new dwelling with associated landscaping and quarry remediation scheme	Thornbrough Quarry, Newcastle Road, Corbridge
23/02033/VARYCO	Variation of condition 2 (Approved Plans) on approved application 19/00514/FUL in order to make minor amendments to plans and elevations	Brocksbushes Tea Rooms, Brocksbushes Farm, Stocksfield
23/02035/FUL	Demolition of two timber sheds and the construction of a stone built outhouse	Glentool, Aydon Road, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 21ST JUNE 2022

REFERENCE NUMBER	DESCRIPTION	DECISION
23/01253/FUL	Erection of single storey flat roof rear extension and associated small balcony area (providing stepped access to rear garden), refurbishment of existing garage roof to form rooftop terrace, insertion of 1no double glazed window and enlargement of 2no existing windows to side elevations plus minor internal refurbishment works 8 Cliffe House, Tinklers Bank, Corbridge	GRANTED
23/01135/FUL	Construction of rear extension to form enlarged kitchen; associated internal alterations. 6 Aydon Way, Corbridge	GRANTED
23/00940/LBC	Listed Building Consent for erection of building within existing ruined cottage for use as a holiday let and ancillary annexe. The Barn, The Old Pottery Milkwell Lane, Corbridge	WITHDRAWN
23/01587/VARYCO	Removal of condition – 10 (entrance gate) pursuant to planning approval 22/04136/VARYCO Aydon South Farm, Corbridge	GRANTED

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Listing of Receipts between 01/07/2023 and 31/07/2023

Date	Ref.	Description	Type	Supplier / customer	Supplier ref.	Account	Bank Account	Net	VAT	Total	Voucher
03/07/2023		July rent - Plot 66	Receipt	K L Burnett		Social housing rent	CLH Account	390.00	0.00	390.00	1302
03/07/2023		Parish Hall hire	Receipt	R I Oliver	CPH2020-21 655	Parish Hall Hire	Current Account	320.00	0.00	320.00	1303
03/07/2023		Parish Hall Hire	Receipt	A G Leontiou	CPH2020-21 652	Parish Hall Hire	Current Account	33.00	0.00	33.00	1304
03/07/2023		Parish Hall Hire	Receipt	A G Leontiou	CPH2020-21 671	Parish Hall Hire	Current Account	132.00	0.00	132.00	1305
04/07/2023		Parish Hall hire	Receipt	Charlotte Straker Project	CPH2020-21 624	Parish Hall Hire	Current Account	60.00	0.00	60.00	1306
05/07/2023		Parish Hall Hire	Receipt	Emma Bacon	CPH2020-21 667	Parish Hall Hire	Current Account	77.00	0.00	77.00	1307
10/07/2023		Parish Hall Hire	Receipt	C Reid	CPH2020-21 634/668	Parish Hall Hire	Current Account	608.00	0.00	608.00	1315
12/07/2023		Parish Hall Hire	Receipt	Darren Harper	CPH2020-21 673	Parish Hall Hire	Current Account	102.00	0.00	102.00	1324
17/07/2023	542	Parish Hall Hire	Receipt	Corbridge Badminton Club	CPH2020-21 654	Parish Hall Hire	Deposit Account	160.00	0.00	160.00	1327
17/07/2023	543	Parish Hall Hire	Receipt	Corbridge Gardening Society	CPH2020-21 635	Parish Hall Hire	Deposit Account	112.00	0.00	112.00	1328
17/07/2023	544	Parish Hall Hire	Receipt	Corbridge WI	CPH2020-21 664	Parish Hall Hire	Deposit Account	48.00	0.00	48.00	1329
17/07/2023	545	Parish Hall Hire	Receipt	Tynedale Christian Ministries	CPH2020-21 650	Parish Hall Hire	Deposit Account	1,848.00	0.00	1,848.00	1330
17/07/2023		Right to erect a memorial	Receipt	J B Colman	A Dixon	Cemetery Fees	Current Account	575.00	0.00	575.00	1331
19/07/2023	546	Parish Hall Hire	Receipt	Sheila Goldsworthy	CPH2020-21 661	Parish Hall Hire	Deposit Account	110.00	0.00	110.00	1332
19/07/2023	547	Parish Hall Hire	Receipt	Corbridge Badminton Club	CPH2020-21 656	Parish Hall Hire	Deposit Account	60.00	0.00	60.00	1333
21/07/2023	548	Parish Hall Hire	Receipt	Karate	CPH2020-21 604	Parish Hall Hire	Deposit Account	80.00	0.00	80.00	1337
21/07/2023		Parish Hall Hire	Receipt	C J Taylor	CPH2020-21 658	Parish Hall Hire	Current Account	144.00	0.00	144.00	1339
21/07/2023		Parish Hall Hire	Receipt	C Buchanan	CPH2020-21 660	Parish Hall Hire	Current Account	193.00	0.00	193.00	1340
24/07/2023		Parish Hall Hire	Receipt	C Ridley	CPH2020-21 674	Parish Hall Hire	Current Account	64.00	0.00	64.00	1342
26/07/2023		Parish Hall Hire	Receipt	C Hutchinson	CPH2020-21 683	Parish Hall Hire	Current Account	120.00	0.00	120.00	1350
26/07/2023		Parish Hall Hire	Receipt	Orchard Court Management	CPH2020-21 675	Parish Hall Hire	Current Account	22.00	0.00	22.00	1353
26/07/2023		Parish Hall Hire	Receipt	R I Oliver	CPH2020-21 676	Parish Hall Hire	Current Account	240.00	0.00	240.00	1354
26/07/2023		Parish Hall Hire	Receipt	L Robertson	CPH2020-21 680	Parish Hall Hire	Current Account	220.00	0.00	220.00	1356
27/07/2023		VAT refund from HMRC	Receipt			VAT Repayments	Current Account	0.00	564.25	564.25	1357
27/07/2023		Parish Hall Hire	Receipt	C Reid	CPH2020-21 685	Parish Hall Hire	Current Account	152.00	0.00	152.00	1358
27/07/2023		Parish Hall Hire	Receipt	R Walker	CPH2020-21 681	Parish Hall Hire	Current Account	99.00	0.00	99.00	1359
31/07/2023		Parish Hall Hire	Receipt	Corbridge Bridge Club	CPH2020-21 682	Parish Hall Hire	Current Account	448.00	0.00	448.00	1362

Corbridge Parish Council
Listing of Payments between 01/07/2023 and 31/07/2023

Date	Ref.	Description	Type	Supplier / customer	Supplier ref.	Account	Bank Account	Net	VAT	Total	Voucher
03/07/2023		Parish Hall recalculated electricity	Payment	Corona Energy	CN0000387832	Heating Lighting and Water	Current Account	152.71	7.64	160.35	1301
06/07/2023		Photocopier lease	Payment	Grenke Leasing	0000243253/2023	Lease of office equipment and renewals	Current Account	66.92	13.38	80.30	1308
06/07/2023		Photocopier lease	Payment	Grenke Leasing	158016820	Lease of office equipment and renewals	Current Account	120.00	24.00	144.00	1309
03/07/2023		Monthly card fee	Payment	Lloyds Bank Corporate Multipay Card		Bank charges	Multipay Card	3.00	0.00	3.00	1310
07/07/2023		Microsoft 365 subscription	Payment	Microsoft Ltd	506054088M	Subscriptions, Training, Travel	Multipay Card	7.99	1.60	9.59	1311
10/07/2023		Parish Hall landline/broadband	Payment	BT Plc	M084 JS	Postages, telephone, stationery	Current Account	83.90	16.78	100.68	1316
10/07/2023		Washroom services	Payment	Rentokil Initial	34733052	Cleaning and Consumables	Current Account	187.33	37.46	224.79	1317
10/07/2023		Easy PC Accounts	Payment	MiJan Ltd	674	Subscriptions, Training, Travel	Current Account	90.00	0.00	90.00	1318
10/07/2023		Supply and install wireless intruder alarm	Payment	Swansons of Hexham	INV-5331	Cemetery Chapels - Repairs and Maintenanc	Current Account	1,460.00	292.00	1,752.00	1319
10/07/2023		June 2023 Edition - Graphic design	Payment	Peter Rodger	2017-125	Corbridge Matters	Current Account	247.50	0.00	247.50	1320
10/07/2023		Wages - July 2023	Payment	A Senior	WAGES	Clerk	Current Account	1,669.61	0.00	1,669.61	1321
10/07/2023		Wages - July 2023	Payment	Andrew Cunningham	WAGES	Handyman	Current Account	345.60	0.00	345.60	1322
10/07/2023		Wages - July 2023	Payment	C Urwin	WAGES	Caretaker	Current Account	1,284.18	0.00	1,284.18	1323
19/07/2023		Fee to pay	Payment	Royal Mail	49/7 A4	Postages, telephone, stationery	Multipay Card	1.50	0.00	1.50	1334
21/07/2023		Water rates	Payment	Anglia Water Business	12230843	Allotment Site	Current Account	102.61	0.00	102.61	1338
21/07/2023		Stationery	Payment	Amazon	GB34M165SAEUI	Postages, telephone, stationery	Multipay Card	5.00	1.00	6.00	1341
24/07/2023		Gas account	Payment	Engie Gas Ltd	1-00975456	Heating Lighting and Water	Current Account	84.73	4.24	88.97	1343
24/07/2023		Electricity account	Payment	Corona Energy	IN0001805493	Heating Lighting and Water	Current Account	70.45	3.52	73.97	1344
24/07/2023		Mobile phone contracts	Payment	EE	V02127326701	Postages, telephone, stationery	Current Account	49.50	9.90	59.40	1345
24/07/2023		Building report - Library	Payment	Crawford Higgins	16271	Property - Miscellaneous	Current Account	100.00	20.00	120.00	1346
24/07/2023		Princes Street Pant	Payment	Dyno Rod - Runitem Ltd	12991023936	Property - Miscellaneous	Current Account	165.00	33.00	198.00	1347
24/07/2023		Litter bins	Payment	Amberol Limited	00000023087	Litter bins	Current Account	1,148.84	229.77	1,378.61	1348
24/07/2023		Replacement mouse	Payment	Amazon	201372659-6269108	Postages, telephone, stationery	Multipay Card	7.99	0.00	7.99	1349
26/07/2023		Water rates	Payment	Everflow Water	2399498	Heating Lighting and Water	Current Account	11.79	0.00	11.79	1351
26/07/2023		April - June 2023	Payment	Northumberland County Council	146427264706	Groundworks Contract	Current Account	11,995.62	2,399.12	14,394.74	1352
26/07/2023		Skip Hire	Payment	G S Skip Hire	Order No 1137	Corchester Playing Field	Multipay Card	300.00	60.00	360.00	1355
27/07/2023	301752	Travel expenses	Payment	C G Curry	ETCF Travel	Subscriptions, Training, Travel	Current Account	4.05	0.00	4.05	1360
28/07/2023		Internal audit fee	Payment	J C Accountants	12382	Audit Fees	Current Account	520.00	104.00	624.00	1361
31/07/2023		Parish Hall windows	Payment	Alan Curtis Window Cleaner	240723	Cleaning and Consumables	Current Account	30.00	0.00	30.00	1363
31/07/2023		Bus stop cleaning	Payment	Alan Curtis Window Cleaner	240723	Maintenance of Seats, shelters, signage	Current Account	60.00	0.00	60.00	1364
31/07/2023		Intruder Alarm Maintenance	Payment	Swansons of Hexham	INV-5417	Repairs and Maintenance	Current Account	78.00	15.60	93.60	1365
31/07/2023		Electrical installation condition report	Payment	Postma Electrical Ltd	7010	Repairs and Maintenance	Current Account	430.00	86.00	516.00	1366
31/07/2023		Issue 72 - July 2023	Payment	Robson Print	39595	Corbridge Matters	Current Account	2,283.00	0.00	2,283.00	1367
31/07/2023		Pension contributions - July 202	Payment	T W Pension Fund	2024-04	Caretaker	Current Account	364.56	0.00	364.56	1368
31/07/2023		Pension contributions - July 202	Payment	T W Pension Fund	2024-04	Clerk	Current Account	510.82	0.00	510.82	1369
31/07/2023		Retention payment - Unit 66	Payment	Miller Homes Ltd	52524	Purchase of units	CLH Account	1,275.00	0.00	1,275.00	1370
03/07/2023		Cemetery chapels - recalculation	Payment	Corona Energy	CN0000387861	Cemetery - Heating, lighting and water	Current Account	53.46	2.67	56.13	1374