

CORBRIDGE PARISH COUNCIL

MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON 27th SEPTEMBER 2023 IN CORBRIDGE PARISH HALL

PRESENT: Cllr W Clouston, Chairman of the Council together with Cllrs N M Oliver, C G Curry, Ms C Burns, Mrs J Neal, Mrs M V Kemp, R Tipping

- 923.01 **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) **Farnley Road Safety Measures.** Residents from Farnley attended the meeting to express their concerns regarding road safety through Farnley. The Parish Council had agreed to install village gateway signs in Farnley however the quotes received had far exceeded the expected costs. Vehicle Activated Signs had already been purchased however there had been a delay in installing the poles for the signs to be mounted on. Northumberland County Council had provided a quote to install the poles. If carried out at the same time as the new footpath then the cost will be halved.
 - b) **Planning Application No: 23/02875/FUL. Construction of first floor rear extension and single storey rear extension at Beech Cottage Surgery, Hill Street, Corbridge.** Concerns were expressed regarding this planning application. The location plan submitted with the application did not show Coopers Court on the plan. The Parish Council has submitted a comment regarding the loss of residential amenity to the neighbouring properties.
 - c) **Proposed 3G Pitch at Corbridge Middle School.** Cllr W Clouston and N M Oliver are to meet with the Middle School at the end of October.
- 923.02 **TO ACCEPT AND APPROVE APOLOGIES FOR ABSENCE** from Cllrs M J Stone, S Ahmed and L Rogers.
- 923.03 **TO RECEIVE DECLARATIONS OF COUNCILLORS' INTEREST.** Cllr N M Oliver declared a personal and prejudicial interest in item 0923.07 as a member of Northumberland County Council's Planning Committees.
- 923.04 **TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 26th July 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.
- 923.05 **ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 26th July 2023.** None
- 923.06 **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 AND ACCEPT BUDGET REPORT 2023-24.** It was AGREED to consider and accept the Budget Report 2023-24. (Appendix A(1)).
- 923.07 **PLANNING APPLICATIONS.** It was AGREED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. (Appendix B).
- 923.08 **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).
- 923.09 **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 nearing completion. The roof is complete, and the contractor has sourced iron columns for the front of the building. The brickwork is finished. The structural timber was found to be in good condition, and this has been treated, repaired and stained. Seating is still to be finalised however it is expected that the project will be completed in the next few weeks.
 - **Market Place.** Cllr W Clouston had met with the landscape designer and will meet again in the next few weeks to go through the planning application. Cllrs W Clouston and N M Oliver are to meet with Liz Sinnamon, NCC Planning Department to discuss the planning application before submission.
 - b) **County Councillor's Report.** Cllr N M Oliver gave his verbal report on matters related to Corbridge Parish and the wider County area.

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- **Milkwell Housing Development.** Parcels being delivered to the new housing estate are being incorrectly delivered to Roman Way due to 'Roman Heights' being included in the address. This can be removed by the Post Office if the Parish Council and County Councillor agree for this to happen. It was AGREED to contact the Post Office to officially remove 'Roman Heights' from the address.
 - **Pant.** The Princes Street Pant is still flowing heavily. Northumberland County Council have investigated and agree there is a blockage, or the natural soakaway is over capacitated. NCC will need to lift the sandstone paving and renew the small gully grate and connect the triangular lower grate into the highway drainage system along the street. NCC has closed the footpath due to a resident falling on the slippery pavement.
 - **Planning Enforcement.** The railing outside the Wheatsheaf had been removed.
 - **Car Park Extension.** The legal hurdle to remove one allotment in order for the extension of the south side car park to go ahead has been resolved. Northumberland County Council has instructed their estates department to acquire the land for the car park extension.
 - **Dropped Kerbs.** Cllrs M J Stone and N M Oliver have walked around the village looking at dropped kerbs. The suggestions have been submitted to Northumberland County Council.
 - **The Riggs Play Area.** This play area together with The Chains play area continue to be vandalised. Cllr Oliver is to meet with the Neighbourhood Police Inspector and request regular visits by the police.
 - **Windsor Court Lift.** It was noted the lift in Windsor Court is being repaired.
 - **Local Transport Plan.** It was noted the priorities for Corbridge Parish Council have not been lodged with NCC. Cllr N M Oliver is dealing with this.
- c) **Community Led Housing Report.** A copy of the minutes of the meetings to allocate the housing had been circulated and were noted.
- d) **To receive reports on any village/highway issues.**
- **Seat on the Crofts Estate.** It was noted the new seat had been installed in the incorrect location. This will be relocated.
 - **Bin on the north side of the Bridge.** This had been removed at the request of Northumberland County Council due to a problem with rats. It was AGREED to replace if a rat proof bin could be sourced.
- 923.10 **NORTHUMBERLAND COUNTY COUNCIL'S FREE TREES SCHEME.** NCC is once again offering parish councils free tree saplings. It was AGREED to order a Native Harvest pack of 30 saplings.
- 923.11 **TO CONSIDER QUOTES/OPTIONS TO INSTALL VILLAGE GATEWAY SIGNS IN FARNLEY.** After discussion, it was AGREED to accept the quote from Jacksons Timber. Cllr N M Oliver is to meet with a contractor who will provide a quote for installation.
- 923.12 **DATE OF NEXT MEETING.** The next meeting will be of the Parish Council will take place on Wednesday 25TH October 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 01/09/2023 and 30/09/2023

	Date	Ref.	Description	Supplier / customer	Supplier ref.	Account	Bank Account	Net	Total
1437	01/09/2023		Parish Hall Hire	A G Leontiou	CPH2020-21 707	Parish Hall Hire	Current	165.00	165.00
1438	01/09/2023		September rent	K L Burnett	Plot 66	Social housing rent	CLH	390.00	390.00
1439	01/09/2023		September rent and deposit	D Liddle	Plot 109	Social housing rent	CLH	855.00	855.00
1440	01/09/2023		Parish Hall Hire	C Buchanan	CPH2020-21 700	Parish Hall Hire	Current	140.00	140.00
1441	04/09/2023		Cemetery Lodge rent	C Urwin	August 2023	Cemetery Lodge	Current	500.00	500.00
1443	05/09/2023		Parish Hall Hire	C J Taylor	CPH2020-21 699	Parish Hall Hire	Current	160.00	160.00
1448	07/09/2023			Funeral Services Ltd	E094/D1086	Cemetery Fees	Current	1,300.00	1,300.00
1449	07/09/2023		Parish Hall Hire	E Carter	CPH2020-21 712	Parish Hall Hire	Current	56.00	56.00
1450	07/09/2023		Parish Hall Hire	J Woodward	CPH2020-21 713	Parish Hall Hire	Current	71.50	71.50
1451	07/09/2023		Parish Hall Hire	Helena Chatt Ramsey	CPH2020-21 714	Parish Hall Hire	Current	56.00	56.00
1452	07/09/2023		Parish Hall hire	Emma Bacon	CPH2020-21 706	Parish Hall Hire	Current	57.75	57.75
1453	08/09/2023		VAT refund from HMRC			VAT Repayments	Current	3,496.82	3,496.82
1455	08/09/2023			Northumberland County Council		Precept payment	Current	75,000.00	75,000.00
1466	11/09/2023		Parish Hall Hire	C Buchanan	CPH2020-21 692	Parish Hall Hire	Current	204.00	204.00
1469	11/09/2023		Parish Hall Hire	S O'Connor	CPH2020-21 715	Parish Hall Hire	Current	56.00	56.00
1470	13/09/2023		Parish Hall Hire	G Dye	CPH2020-21 710	Parish Hall Hire	Current	396.00	396.00
1471	13/09/2023		Transfer of deed	M McLean	Angus McLean	Cemetery Fees	Current	65.00	65.00
1472	15/09/2023		2023 079 D1081	Funeral Services Ltd	404970	Cemetery Fees	Current	335.00	335.00
1473	18/09/2023	554	Parish Hall Hire	Dilston WI	CPH2020-21 717	Parish Hall Hire	Deposit	44.00	44.00
1474	18/09/2023	555	Parish Hall Hire	Karate	CPH2020-21 716	Parish Hall Hire	Deposit	35.00	35.00
1478	20/09/2023		Parish Hall Hire	Sum Up Payments	CPH2020-21 718	Parish Hall Hire	Current	48.00	48.00
1483	21/09/2023	556	Refund of electricity account -	Scottish Power	Plot 111	Miscellaneous Receipts	Deposit	64.41	64.41
1484	21/09/2023	557	Cemetery Fees	Dodds of Hexham		Cemetery Fees	Deposit	825.00	825.00
1486	25/09/2023		5 Hereford Close	Lara Dungworth	Plot 110	Social housing rent	CLH	390.00	390.00
1487	25/09/2023		Parish Hall Hire	C Ridley	CPH2020-21 697	Parish Hall Hire	Current	32.00	32.00
1490	25/09/2023		Parish Hall Hire	C Hutchinson	CPH2020-21 730	Parish Hall Hire	Current	120.00	120.00
1491	25/09/2023		Parish Hall Hire	Charlotte Straker Project	CPH2020-21 689/7	Parish Hall Hire	Current	735.00	735.00

1492	26/09/2023		Parish Hall Hire	Karate	CPH2020-21 716	Parish Hall Hire	Deposit	35.00	35.00
1497	27/09/2023		Lodge rent - September	C Urwin	September rent	Cemetery Lodge	Current	500.00	500.00
1498	27/09/2023		Parish Hall Fees	Corbridge Bridge Club	CPH2020-21 736	Parish Hall Hire	Current	384.00	384.00
1499	28/09/2023		Parish Hall Hire	Darren Harper	CPH2020-21 687	Parish Hall Hire	Current	97.00	97.00
1500	28/09/2023		Parish Hall Hire	Darren Harper	CPH2020-21 728	Parish Hall Hire	Current	38.50	38.50
1501	26/09/2023		Parish Hall Hire	R I Oliver	CPH2020-21 732	Parish Hall Hire	Current	320.00	320.00
1508	29/09/2023		Transfer of burial rights	Dodds of Hexham		Cemetery Fees	Deposit	65.00	65.00
1518	30/09/2023			Unity Trust Bank		Bank Account Inter	Deposit	171.43	171.43

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Listing of Payments between 01/09/2023 and 30/09/2023

	Date	Description	Supplier / customer	Supplier ref.	Account	Bank Account	Net	VAT	Total
1442	04/09/2023	Plot 110 final electricity bill	Scottish Power	Plot 110 - 1613 9819 147	Utilities	Multipay Card	1.22	0.06	1.28
1444	04/09/2023	Monthly card fee	Lloyds Bank Corporate Multipay Card		Bank charges	Multipay Card	3.00	0.00	3.00
1445	06/09/2023	Social housing units	G K Turfing Ltd	1515	Landscaping - garden works	Current	2,079.00	415.80	2,494.80
1446	06/09/2023	Bus shelter cleaning	Alan Curtis Window Cl	310823	Maintenance of Seats, shelters, signage	Current	60.00	0.00	60.00
1447	06/09/2023	Parish Hall window cleaning	Alan Curtis Window Cl	310823	Cleaning and Consumables	Current	30.00	0.00	30.00
1454	05/09/2023	Microsoft 365 subscription	Microsoft Ltd	E16708052	Subscriptions, Training, Travel	Multipay Card	7.99	1.60	9.59
1456	08/09/2023	September wages	A Senior	Wages	Clerk	Current	1,669.41	0.00	1,669.41
1457	08/09/2023	Wages - September 2023	C Urwin	Wages	Caretaker	Current	1,284.18	0.00	1,284.18
1458	08/09/2023	Wages - September 2023	Andrew Cunningham	Wages	Handyman	Current	336.00	0.00	336.00
1461	08/09/2023	Replacement fencing panels	B&Q Plc	#1034721850	Play Areas inc Skate park	Multipay Card	38.64	8.16	46.80
1462	11/09/2023	Parish Hall landline/broadband	BT Plc	M086 R0	Postages, telephone, stationery	Current	83.90	16.78	100.68
1463	11/09/2023	Washroom services	Rentokil Initial	34798160	Cleaning and Consumables	Current	187.33	37.46	224.79
1464	11/09/2023	Refurbishment of seat for Crofts	C Urwin	05092023	Maintenance of Seats, shelters, signage	Current	135.00	0.00	135.00
1465	11/09/2023	Remedial electrical works for EC	Postma Electrical Ltd	7116	Repairs and Maintenance	Current	1,893.00	378.60	2,271.60
1468	11/09/2023	Maintenance of CCTV	ADT Fire and Security Plc	53246527	Repairs and Maintenance	Multipay Card	96.74	19.35	116.09
1477	18/09/2023	Electricity account	Corona Energy	IN0001892921	Heating Lighting and Water	Current	41.85	2.09	43.94
1479	20/09/2023	Charges for direct payment	Sum Up Payments	CPH2020-21 718	Bank charges	Current	1.20	0.00	1.20
1480	21/09/2023	Electricity account	Corona Energy	IN0001910211	Cemetery - Heating, lighting and water	Current	22.38	1.12	23.50
1481	21/09/2023	Electricity account	Corona Energy	IN0001910210	Cemetery - Heating, lighting and water	Current	22.55	1.13	23.68
1482	21/09/2023	Credit note for July invoice	Corona Energy	IN0001855678	Cemetery - Heating, lighting and water	Current	-27.54	-1.38	-28.92
1485	22/09/2023	Gas supply	Engie Gas Ltd	1-01029352	Heating Lighting and Water	Current	74.59	3.73	78.32

1488	25/09/2023	Mobile phone contracts	EE	V02146597893	Postages, telephone, stationery	Current	49.50	9.90	59.40
1489	25/09/2023	Fencing - plots 109-111	JD Fence and Walls	INV0025	Landscaping - garden works	Current	1,825.48	0.00	1,825.48
1493	26/09/2023	Water rates	Everflow Water	2534666	Heating Lighting and Water	Current	11.79	0.00	11.79
1494	27/09/2023	Grant aid 2023-24	Sport Tynedale		General Grant Aid	Current	250.00	0.00	250.00
1495	27/09/2023	Postages	Royal Mail	WP-1620-9303-510	Postages, telephone, stationery	Multipay Card	0.75	0.00	0.75
1496	27/09/2023	Parish Hall supplies	Nisbets	26304818	Cleaning and Consumables	Multipay Card	81.63	16.32	97.95
1502	28/09/2023	Remove & replace Hill St litter bin	Urwin Joinery	163	Maintenance of Seats, shelters, signage	CLH A/C	90.00	0.00	90.00
1503	28/09/2023	Repairs to cemetery wall	Easy Hire North East L	123592	Cemetery Chapels - Repairs and Maintenanc	Current	541.57	108.31	649.88
1504	28/09/2023	Renewal 01/10/23	Arthur Gallagher Insura	36861143	Insurance	Current	7,827.54	0.00	7,827.54
1505	28/09/2023	PPL/PRS Music licence	PPL/PRS Limited	SIN2489324	Parish Hall - Miscellaneous	Current	311.68	62.34	374.02
1509	29/09/2023	PAYE - September 2023	H M Revenue and Customs - PAYE	September 2023	Clerk	Current	534.25	0.00	534.25
1510	29/09/2023	PAYE - September 2023	H M Revenue and Customs - PAYE	September 2023	Caretaker	Current	258.57	0.00	258.57
1511	29/09/2023	PAYE - September 2023	H M Revenue and Customs - PAYE	September 2023	Handyman	Current	84.00	0.00	84.00
1512	29/09/2023	Pension contributions - September	T W Pension Fund	September 2023	Caretaker	Current	364.56	0.00	364.56
1513	29/09/2023	Pension contributions - September	T W Pension Fund	September 2023	Clerk	Current	510.82	0.00	510.82
1514	29/09/2023	Issue 73 - October 2023	Robson Print	39837	Corbridge Matters	Current	2,092.00	0.00	2,092.00
1515	29/09/2023	Photocopier lease	Agilico Technologies North Ltd	INV1142471	Lease of office equipment and renewals	Current	30.00	6.00	36.00
1519	30/09/2023		Unity Trust		Bank charges	Current	37.35	0.00	37.35
1520	30/09/2023		Unity Trust		Bank charges	CLH A/C	18.00	0.00	18.00
1533	18/09/2023	Payment made on incorrect	SP Juliet Stallwood	To be refunded	Miscellaneous Payments	Multipay Card	20.60	0.00	20.60