



Wylam Parish Council

<p align="center">MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 9th FEBRUARY 2015 AT 7.00 p.m. IN THE INSTITUTE</p>

Councillors Present: Mrs. A. Francis (Chairman), Mrs. M. Gillis, Mr. B. Japes, Mr. T. Martin (Vice-Chairman), Mr. A. Mitcham, Mr. W. Nicholson.

Also Present: Mrs. D. Carney (Clerk); County Councillor Paul Kelly; Mr. P. Fisher (Tree Warden); Kathleen Moore (Hexham Courant); 2 members of the public.

135. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Parish Councillor Mrs. R. Creighton.

136. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS (DPI) IN ITEMS ON THE AGENDA AND APPLICATIONS FOR DISPENSATIONS.

The Clerk declared an interest in Item 141. T. Martin declared an interest in Item 149.2a. W. Nicholson declared an interest in Item 149.3b.

137. QUESTIONS FROM MEMBERS OF THE PUBLIC

a. Enclosure of public amenity land on the Dene Estate. Eileen Jones asked whether any progress had been made in identifying ownership of public amenity land. She also pointed out that two trees on land adjacent to 33 Tynedale Close had been damaged as a result of current building work. It was **agreed** that the Parish Council would write to Northumberland County Council (NCC) Planning Department in support of residents' complaints. NCC would also be asked to provide a map showing ownership of public amenity land on the Dene Estate.

b. Earth Doctors: award of funding from Northern Powergrid Community Energy Fund. A. Haddon reported that this award would be used to fund the work of a consultant to examine the feasibility of local energy projects in Wylam Parish and elsewhere. Earth Doctors would welcome views from the Parish Council on suitable locations and technologies.

138. REPORT FROM COUNTY COUNCILLOR PAUL KELLY

Councillor Kelly had submitted a report which included the following topics:

- a. Traffic issues at Wylam Wood Road and The Crescent. A 20mph limit was now in place along the whole length of Wylam Wood Road. The build-outs at the entrances to The Crescent were not yet in place. It was noted that some damage had been caused to the carriageway of Wylam Wood Road due to the increased volume of traffic. Councillor Kelly advised that he was aware of the damage and would ask NCC officers to inspect the road and repair any damage as soon as Ovingham Bridge reopened. He also advised that NCC would welcome comments from the Parish Council.
- b. NCC Budget 2015/16. Adult and Children's Services now accounts for 50% of the Budget with Corporate and Local Services taking up the remainder. The Active Northumberland Trust will absorb libraries, museums, tourism, parks, leisure and culture, thus saving on management costs. There will be investment in five major leisure centres throughout Northumberland including Prudhoe Waterworld and there are future plans to combine leisure and educational provision as part of NCC's agenda for growth.
- c. Local Government Association Peer Review. NCC had been complimented on its performance during the past year. An action plan is in place for further improvement in community engagement.
- d. Education. The unsatisfactory state of Northumberland's education system had been exposed. All 15 pyramids and Academies will now cooperate to improve standards, in particular the performance of secondary-age boys. There will be intervention and support from NCC to support significant change.
- e. Planning. NCC is studying a report from Deloitte's which recommends changes to the Planning regime. Councillor Kelly assured members that there would be no lessening of the consultative function of local councils. The proposal to dispense with Area Planning Committees was worrying. The proposed changes would be discussed at the next meeting of the Parish and Town Councils Liaison Working Group.

139. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 12th JANUARY 2015.

The Minutes had been circulated to members in advance of the meeting and were **agreed** to be a true record of proceedings and signed by the Chairman.

140. CLERK'S REPORT AND CONSIDERATION OF MATTERS ARISING FROM THE MINUTES

- a. Question regarding the dog ban at Charlie's Corner. A letter had been sent to M. Long as agreed. It was **noted** that a further letter of complaint about the ban had been received from a Wylam resident and

that the Clerk would reply after consultation with members of the Parish Council.

- b. Measures to reduce speed of traffic in South Wylam. See **Item 138a**.
- c. Path from Woodcroft Road to Jubilee Field. No quotations had been obtained. It was **agreed** that the Clerk would contact T. Fish of NCC and ask that the NCC Quantity Surveyor provide a quotation as originally agreed. It was also **agreed** to notify T. Fish of the damage to the fence at the entrance to the riverside path at the eastern end of Stephenson Terrace. County Councillor Paul Kelly agreed to follow this up with T. Fish.
- d. Assets of Community Value. No progress had been made on this. It was **agreed** to bring a list of such assets to the March meeting of the Parish Council.
- e. Dogs at Charlie's Corner. The notices are now in place.
- f. Wylam Parish Council's website. Members had submitted biographies for the site. The Clerk is to draft a biography for M. Hadden for his approval. B. Japes would draft an article for The Wylam Globe in consultation with S. Barlow.
- g. Wylam Hills Farm westbound bus stops. A single bus stop sign is now in place. B. Japes reported that a resident had requested a bus shelter at this exposed location. This request was **noted** for future reference, as no plans could be made until the Wylam Hills Farm development was finalised.
- h. Repair work to Wylam Allotments access track. This is now complete. It was noted, as pointed out by a Wylam resident, that there were still muddy potholes at the eastern end of the track. It was **agreed** that this would be addressed when the proposed work to the path from Woodcroft Road to the Jubilee Field was in progress.
- i. Christmas lighting display. The Clerk had ordered a quotation for servicing the lighting display and for installation of a separate circuit for the display. The survey work has not yet been carried out.
- j. Parish Council Computer requirements. See **Item 149.4b**.
- k. Wylam Globe archive copies. The Clerk had made an appointment to deposit records at the Northumberland Archive at Woodhorn on 11th February. It was noted that Wylam First School had expressed interest in receiving the remaining bulk copies of The Wylam Globe.
- l. "Lest We Forget" Heritage Lottery Application. See **Item 145**.

- m. Professional advice regarding trees at The Plantation, Wylam. MWA Arboriculture had not yet submitted its report.
- n. Wylam Village Litter Pick. The Scouts had been notified of the date of this event. It was **noted** that M. Hadden had identified certain areas where litter and dumped items had accumulated.
- o. Guest Speaker for Annual Village Meeting. *iNorthumberland's* Digital Engagement Officer, John Cooper, had agreed to attend as guest speaker.
- p. Wylam Parish Council Budget and Precept for 2015/16. The Precept demand of £37,000.00 for 2015/16 had been sent to NCC.
- q. Parking at Stobo's shop - road surface signage. The Clerk had advised R. Stobo of the Parish Council's support for this. The "Keep Clear" signs had featured in the traffic scheme for this area.

141. CONSIDERATION OF THE CLERK'S APPRAISAL.

CONFIDENTIAL ITEM: a resolution was passed excluding the Press and Public in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (personal information).

A copy of the Appraisal had been circulated to members prior to the meeting. The Clerk left the meeting while the Appraisal was discussed. The items in the Appraisal were **noted** and **accepted**. It was further **noted** that the Clerk had asked for an external evaluation of her job and this request was welcomed.

142. CONSIDERATION OF THE PARISH COUNCIL'S RESPONSE TO THE NORTHUMBERLAND LOCAL PLAN CORE STRATEGY CONSULTATION.

T. Martin and B. Japes had read the document on behalf of the Parish Council. After some discussion, it was **agreed** that no comments were necessary.

143. REVIEW OF INFORMATION RECEIVED FROM NCC REGARDING MANAGEMENT AND MAINTENANCE OF PUBLIC CONVENIENCES IN WYLAM.

Several members and the Clerk had met with Ray Wealleans of NCC on 30th January to explore the Parish Council's views on partnership working with respect to this discretionary service. The Parish Council is awaiting further information on management and maintenance costs of the facility before making any decision.

144. REVIEW OF SUGGESTIONS FOR ALLOCATION OF REECE FOUNDATION FUNDS.

Several suggestion had been received from Wylam residents. The suggestions were discussed. It was **agreed** that the Parish Council should lead on the implementation of any approved schemes. It was further **agreed** that a policy in accordance with the terms of the Reece Foundation award for the allocation of funds was necessary. It was **agreed** that A. Mitcham would draft a list of criteria to be considered at a future meeting of the Parish Council.

145. REPORT ON THE APPLICATION TO THE HERITAGE LOTTERY FUND FOR "LEST WE FORGET" PROJECT AND TO DISCUSS ARRANGEMENTS FORTAKING THE PROJECT FORWARD.

The Clerk and T. Martin met with A. Smith of the Wylam History Group. T. Martin reported that the project was seeking funding to create a community resource. There would be two separate projects with the following working titles: 1913 - 1915: Routes to the Battlefields and 1916 -1919: Battles and their Aftermath. It was **agreed** that a Parish Council Working Group would be established to handle the grant application (D. Carney, W. Nicholson, T. Martin and A. Mitcham). It was further **agreed** that, as this project was additional to the Clerk's job remit, she would be remunerated for hours worked on this project at her normal hourly rate of pay.

146. TO REVIEW THE MANAGEMENT PLAN FOR THE HAUGHS LOCAL NATURE RESERVE AND TO CONSIDER FUTURE PROJECTS.

A copy of the existing Management Plan had been circulated to members prior to the meeting. It was **agreed** to establish a Working Group (M. Gillis, B. Japes, T. Martin and P. Fisher) which would meet to examine the plan and set targets for 2015/16 in line with its recommendations. Decisions would then be made on the best way to implement the recommendations. It was **agreed** not to proceed with a grazing project in such an isolated area.

147. CORRESPONDENCE RECEIVED SINCE LAST MEETING 12/01/15

A list of correspondence received since the last meeting (12/01/15) was included with the meeting papers for information only.

All items from the list can be made available to members through the Clerk at the Parish Council office. If any item of correspondence on the list needs further discussion, this can be included on the Agenda for the next meeting.

The following items were noted:

- a. Information received from NCC regarding Oakwood Hall. The Clerk would forward the email to members for information.
- b. Information received from NCC regarding amount of Section 106 funds available for the Wylam Area. This had been copied to Wylam Community Playing Fields Association.

148. PLANNING APPLICATIONS

The following report is included for information only. The applications had been considered by the Parish Council's Planning Group since the last meeting and a summary of the Group's comments forwarded to Northumberland County Council by the Clerk.

Please note that the Planning Portal is now open again and applications can be viewed online. **The Parish Council's comments are now filed online and can be viewed with other comments at <http://publicaccess.northumberland.gov.uk/online-applications> .**

148.1 Planning Applications considered by Parish Council since last meeting 12/01/15

None.

148.2 Planning Applications approved by NCC since last meeting 12/01/15

14/04031/FUL Southlands, Wylam Wood Road, Wylam.
Demolition of existing 2-storey building, construction of new 2-storey lofted building with double garage & associated storage space. Extend existing roof line to create a double height portico with stepped entrance & convert existing loft space into a bedroom with 2 Velux-style windows. Repave existing driveway.

14/04053/FUL Mandale House, Elm Bank Road, Wylam.
Construction of rear extension to form enlarged kitchen, dining room and living spaces.

148.3 Planning Applications withdrawn since last meeting 12/01/15

None.

148.4 Planning Applications refused permission by NCC since last meeting 12/01/15

None.

149. FINANCIAL MATTERS

149.1 Report on Income Received since the last meeting (12/01/15)

The Clerk had provided the following report on Income received by the Parish Council for members' information prior to the meeting.

a. Wylam Parish Council.

DATE	SOURCE	AMOUNT
08/12/14	Interest - Play Equip A/C	£0.24

b. Wylam Post Office Accounts.

DATE	SOURCE	AMOUNT
31/12/14	Interest - Active Saver A/C	£38.00
08/01/15	S. Loveday - rent	£1,000.00

The report was **accepted**.

149.2 Consideration of Schedule of Payments to be approved at the meeting (09/02/15).

The following schedule of payments is to be considered for approval at the meeting. Any payments marked (*) are to be made under Section 137 of the Local Government Act 1972.

Two schedules of payments are given, for the Parish Council's General Community Account and for the Post Office Account.

a. General Community Account Payments Schedule.

Inv.Date	Payee	Details of supply	Chq.No.	Voucher	Total
09/01/15	Wicksteed Leisure Ltd.	Equipment - Jubilee Field	103005	076	£2,429.47
16/01/15	Top Signs	"No Dogs" signs (4)	103006	077	£60.00
17/01/15	TVRUG	Subscription & donation	103007	078	£25.00
19/01/15	Tyne Valley Woodlands	Tree work; hedge work at Holeyn Hall Road	103008	079	£654.00
21/01/15	T. Martin	Expenses re fitting signs	103009	080	£5.00
29/01/15	NCC	Payroll recharge Jan	103010	081	£873.48
29/01/15	S. Melville	Supply & fit 3 notice boards	103011	082	£980.00
26/01/15	Charlton Drainage	Allotments track works	103012	083	£5,351.87
29/01/15	JRB Enterprise	Poop scoop bags	102013	084	£191.52

The payments were **approved** and the cheques duly signed.

b. Wylam Post Office Payments Schedule.

No invoices had been presented.

The schedules of payments were **approved** and the cheques duly signed.

149.3 Consideration of requests for Financial Assistance received since last meeting (12/01/15).

a. Wylam Pre-School Playgroup. A copy of the request had been circulated to members prior to the meeting. It was **agreed** to ask for further details of the plans and how much the Playgroup could make available to contribute towards the cost of the improvements.

b. Wylam Institute. A copy of the request, together with estimates received for the proposed works had been circulated to members prior

to the meeting. After some discussion, it was **agreed** to offer £2,500.00 towards the cost of the works in the current financial year. It was further **agreed** that the Clerk would suggest application to County Councillor Kelly's Member's Small Schemes Fund and to NCC's Community Chest Fund.

149.4 Consideration of quotations received.

- a. Tyne Rivers Trust: treatment of Japanese Knotweed in Wylam Parish. The quotation of £219.56 for a period of 3 years was **accepted**. It was **noted** that Wylam Parish Council would be responsible for securing access to land outside Parish Council ownership.
- b. New computers for the Parish Council office. Quotations had been received from Dell and from PC World. The quotation of £2,108.91 from PC World was **accepted**, subject to the Clerk checking the specifications, warranty cover and returns policy. The quotation includes desktop and laptop computers, 3 years of Internet security, an external hard drive and a printer.

150. REPORTS

Due to time constraints, only the Tree Warden's Report was received. Reception of reports from other bodies was postponed to the next meeting of the Parish Council on 9th March.

Tree Warden (P. Fisher)

Peter Fisher submitted a report on the following matters:

- a. Tree risk inspections. P. Fisher had surveyed trees on Parish Council land at Wylam Wood Road/Stanley Burn, Wylam Wood Road/Station Road, War Memorial Green and Charlie's Corner. He recommended that a branch likely to shear off on the Horse Chestnut tree close to Wylam Wood Road/Station Road should be removed. It was **agreed** that P. Fisher should draw up a tender document for this work.
- b. Nature Reserve Management Plan. See **Item 146**.

151. URGENT ITEMS AND ITEMS FOR FUTURE AGENDA

Due to time constraints, consideration of this item was postponed to the next meeting of the Parish Council on 9th March.

152. DATES OF FUTURE MEETINGS

The following dates of future meetings of the Parish Council were confirmed:

Monday 9th March 2015 at 7.00pm.

Monday 13th April 2015 at 7.00pm.

Monday 11th May 2015 at 7.00pm.

(Annual Meeting of the Parish Council)

Wednesday 17th June 2015 at 7.30pm. (Annual Village Meeting)

The meeting closed at 10.30pm.

