



## **Wylam Parish Council**

<p align="center"><b>MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 14<sup>th</sup> SEPTEMBER 2015 AT 7.00 p.m. IN THE INSTITUTE</b></p>
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**Councillors Present:** Mr. S. Barlow, Mrs. R. Creighton, 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, Jon Aydon (Chief of Staff for Guy Opperman MP); 1 member of the public.

**54. APOLOGIES FOR ABSENCE**

None had been received.

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

No interests were declared.

**56. QUESTIONS FROM MEMBERS OF THE PUBLIC**

No questions were put.

**57. REPORT FROM COUNTY COUNCILLOR PAUL KELLY**

Councillor Kelly reported on the following matters:

- a. Hedge on Woodvale Gardens abutting Main Road. Councillor Kelly had taken legal advice from Northumberland County Council. A legal Statement had been issued by NCC advising that the hedge constituted the boundary of the properties and its maintenance was therefore the responsibility of residents of those properties.
- b. Public Conveniences. Councillor Kelly advised that NCC had taken a decision to close the public conveniences at the Jubilee Field in Wylam during the winter months. Provision of public conveniences is not a statutory duty of NCC. By so doing, £120,000 could be saved from the Local Services budget. He pointed out that this decision was the result of the Government having cut 40% of NCC's funding over the last 5 years. If the Parish Council were willing to contribute to the cost, it was likely that the facility could be kept open during the winter months. Members expressed shock and disappointment at the suddenness of the decision and the lack of consultation with the Parish Council. Members had met with a representative of NCC to discuss this matter last autumn and had asked for further information on running costs to

inform any decision-making. This information had not been provided. Councillor Kelly advised that NCC was rolling out a “You’re Welcome” scheme throughout the county whereby public houses and other businesses would open their toilet facilities to the general public.

- c. Tour of Britain. This had been very successful and NCC and Town Councils in the areas hosting the tour had been congratulated on the organisation of the event, engagement with local communities and the welcome which had proved the best yet for any part of the country.
- d. Hexham Bus Station. All local representatives are now in favour of the new location and the redevelopment of the site of the old bus station.
- e. Ashington Solar Farm. This is to be situated in an area north of Ashington screened by woodland and will consist of 17,000 solar PV panels and will benefit from currently available Government subsidies.
- f. Northumberland Local Plan Core Strategy. The pre-submission Draft will be available for consultation from 7<sup>th</sup> September.
- g. Integration of Adult Social Care and Health Services. This will be confirmed at a meeting of the Association of NE Councils on 15<sup>th</sup> September. Services will be delivered more efficiently by merging budgets and centralising planning.

**58. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 13<sup>th</sup> JULY 2015.**

The Minutes were **agreed** to be a true record of proceedings and signed by the Chairman.

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

- a. Road markings at The Crescent, Wylam. No further information had been received. It was **agreed** that the matter would be followed up by the Clerk.
- b. Tyne Rivers Trust (TRT): treatment of Japanese Knotweed. The Trust had indicated that the areas of this invasive plant would be treated in September, the optimum time for dealing with the plant. No further information had been received. It was **agreed** that the Clerk would contact TRT for a progress report.
- c. Maintenance of village benches. No quotation had yet been sought.
- d. Assets of Community Value. It was **agreed** that A. Francis would study NCC's guidelines and report to the next meeting.
- e. Work to Christmas lighting display. It was **agreed** that CSN would be contacted in order to arrange necessary work.
- f. Cycling on Wylam Bridge. See LMAP report at **Item 68g**.
- g. Dog fouling at Tyne View. The resident had reported an improvement in the situation following installation of the NCC signs. He had requested a litter bin in the area. It was **agreed** to investigate the

feasibility of placing a litter bin at this location and that the matter would be considered further at the next meeting of the Parish Council.

- h. Appointment of Village Tree Warden. T. Martin had met with Sam James who had volunteered for the position and recommended that he be appointed. It was **agreed** to accept T. Martin's recommendation and the Clerk would send a formal letter of appointment.
- i. NCC Monitoring Report for work to access path from Woodcroft Road to the Jubilee Field. The Report had been sent to NCC and £5,000.00 received from County Councillor Kelly's Member Small Schemes Allowance. (See **Item 67.1a**). It was noted that Northumbrian Roads Ltd. had not yet done the work to the western footpath as in the quotation received and agreed. It was **agreed** to contact Northumbrian Roads Ltd. It was further **agreed** that a quotation would be sought for removal of tree stumps from the western border of the path.
- j. NCC Local Services. A letter of thanks had been sent to David Hunt. Further meetings with NCC Local Services and Highways officers are to be arranged for September and October. It was, however, noted that the back of Charlie's Corner had not been trimmed and that the footpath on Holeyn Hall Road was still narrowed by overgrown vegetation. The poor standard of grass cutting throughout the village during the summer was also noted. The interval between cuts in August had been 6 weeks. It was **agreed** that a letter outlining these concerns would be sent to D. Hunt.
- k. Weed growth at the Falcon Centre. M. Gillis confirmed that M. Hadden had been asked to clear weeds from the yard area. However, NCC had vetoed this, on the grounds that no insurance cover was in place for M. Hadden. NCC had carried out some minimal trimming of shrubs.
- l. Purchase of Office furniture. This had been ordered as agreed and received.
- m. Himalayan Balsam, Giant Hogweed and Japanese Knotweed survey. GPS information received from D. Peel had been forwarded to Mike Jeffrey at NCC and to the Tyne Rivers Trust.
- n. Damaged Crack Willow at the Haughs Nature Reserve. It was **agreed** that T. Martin would prepare a tender document for this work.
- o. Hagg Bank Play Area hedge. This was trimmed at the end of August. (See also **Item 60**).
- p. NCC Planning Training. The handouts from the training session were sent by NCC and had been forwarded to members. A further training session on Planning Protocols has been offered. T. Martin would attend.

q. Globe for Heddon resident. B. Japes agreed to provide a postal address.

**60. CONSIDERATION OF REQUEST FOR IMPROVEMENTS TO HAGG BANK PLAY AREA.**

Residents had requested that the gate be repaired or replaced, and installation of a picnic table and a litter bin. The residents had indicated that they would be willing to take responsibility for emptying the litter bin as required. The play area is reported as being well-used by local residents. It was noted that maintenance of the hedge at the Play Area by NCC had not been carried out until very late in the season despite two requests from the Parish Council. It was **agreed** that quotations for a bench and for a new gate would be brought to the next meeting of the Parish Council. It was **agreed** that T. Martin would prepare a tender document for cutting the top of the hedge. It was **agreed** to investigate further whether NCC would empty any litter bin located at the Area.

**61. REPORT ON HIGHWAY & FOOTPATH CONDITION IN WYLAM.**

The report, compiled by B. Japes, had been circulated to members prior to the meeting. Members thanked B. Japes for the comprehensive report, which included details of street light defects. It was agreed that in future years, each member of the Parish Council would be responsible for compiling a section of the report. Work would begin in May and June 2016. It was **agreed** that T. Martin would prepare a tender document for work to trees on Parish Council land obscuring street lighting at The Orchard and Dene Road. It was further **agreed** that the Clerk would send a copy of the report to Martin King and Richard McKenzie of NCC Highways.

**62. FINALISATION OF WYLAM PARISH COUNCIL'S PRIORITIES FOR INCLUSION IN NCC's 2016/17 LOCAL TRANSPORT PLAN.**

The following priorities were identified:

- Renewal of anti-skid surfacing at Wylam Hills Farm corner;
- Action to address flooding problem on Main Road near Wylam War Memorial;
- Action to address drainage issues causing water to run down Holeyn Hall Road.

It was **agreed** that they would be forwarded to Richard McKenzie of NCC.

**63. REPORT ON MEETING WITH NORTHUMBRIAN WATER LTD. (NWL) ON THE PRUDHOE COMMUNITY ACTION PLAN.**

A written report compiled by T. Martin had been circulated to members prior to the meeting. The Action Plan would seek to reduce surface water run-off, the burden on the main sewage system and associated flooding during wet periods by promoting a series of measures designed to reduce surface run-off. Within the scheme, funding would be available for one capital project. NWL would seek to work with local individuals and community groups such as Wylam Allotments

Association, Wylam Gardeners Society and the Parish Council on suitable schemes. NWL had offered to provide an article for the next issue of the Wylam Globe.

**64. CONFIDENTIAL ITEM.  
REPORT ON WYLAM POST OFFICE.**

A resolution was passed excluding the press and public from the meeting 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).

B. Japes and the Clerk updated members on the most recent communications between S. Loveday (Sub-Postmaster, Wylam) and Post Office Ltd. Members, reluctantly and with great regret, accepted that Post Office Ltd. would implement their modernisation programme in regard to provision of Post Office services in Wylam during the coming months. This would inevitably lead to the closure of the current premises, with Post Office services being moved to an alternative location in Wylam. An article in the Globe, printed with the permission of S. Loveday, would provide Wylam residents with further information. It was **agreed** that a quotation for a new back door for the premises would be presented to the next meeting of the Parish Council.

**65. CORRESPONDENCE RECEIVED SINCE LAST MEETING 13/07/15**

A list of correspondence received since the last meeting (13/07/15) is attached for information only.

The following items were noted:

- a. Play Area Safety inspection reports.
- b. Correspondence relating to rumours that the Cooperative plans to move into the former Wylam Garage premises. No definite information is available regarding the rumours.
- c. Earth Doctors Ltd. Executive Summary of the Wylam Renewable Energy Feasibility Study.

**66. 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> .**

**66.1 Planning Applications considered by Parish Council since last meeting 13/07/15**

15/02162/FUL                      8 Hedley Road, Wylam.  
Construction of single-storey extension to east elevation.

WPC Comment: Object to the application. The Parish Council feels that the design and materials for the proposed extension are unacceptable. The proposed extension would set a precedent for development in front of the building line in this terrace and would change the character of the street. This type of extension is usually approved at the rear of a property.

15/02101/FUL      Melrose, Church Road, Wylam.  
Proposed construction of first floor extension over existing single-storey annexe with dormer windows to front & rear; Velux roof light to rear in pitched roof to match existing.

WPC Comment: Support the application. The design and materials are appropriate for the existing building.

15/02408/FUL      21 Algernon Terrace, Wylam.  
Demolition of existing rear porch & construction of rear extension to provide a lounge & utility room/cloakroom.

WPC Comment: No objections. The proposed extension is similar to others in the terrace, but may cause some loss of light for the neighbouring property to the north.

15/02416/FUL      3 Dene Road, Wylam.  
Remodel existing single-storey structure & erection of two-storey extension to front, side & rear, erection of porch canopy to front & extension of existing hardstanding to front to increase parking.

WPC Comment: No objections. The proposed scheme should not affect the amenity of neighbouring properties and the materials match the existing dwelling.

15/02545/FUL      12 Hedley Road, Wylam.  
Single-storey flat roofed rear extension to provide kitchen/dining & utility with front porch and realigned garage.

WPC Comment: No objections.

15/02555/FUL      Lynton, Elm Bank Road, Wylam.  
Dismantle an existing timber garage & build new brick garage of bigger proportions.

WPC Comment: Support the application.

15/02439/FUL 26 Falcon Terrace, Wylam.  
Single-storey rear extension with creation of new detached garage.

WPC Comment: Support the application.

15/02561/FUL The Toll House, Main Road, Wylam.  
Dismantle existing stone-built garage & replace with a stone-built garage & carport.

WPC Comment: Support the application.

66.2 Planning Applications approved by NCC since last meeting 13/07/15

15/01791/FUL 2 Railway Cottages, Hagg Bank, Wylam.  
Removal & replacement of roof structure to increase height perimeter external wall & roof ridge.

15/00767/FUL Land & Buildings north of Wylam Hills Farmhouse, Holeyn Hall Road, Wylam.  
Re-submission: demolition of existing farm buildings & cottages & proposed residential development for 35 dwellings comprising of 22 new build dwellings, 11 affordable homes, retention of existing farmhouse & conversion of stable block to 1 new dwelling with associated parking, access & landscaping.

15/00768/LBC Land & buildings north of Wylam Hills Farmhouse, Holeyn Hall Road, Wylam.  
Listed Building Consent for above development.

15/01648/FUL Land east of Wylam Institute, Church Road, Wylam.  
Construction of new two-storey detached dwelling with duo-pitched slate roof.

66.3 Planning Applications withdrawn since last meeting 13/07/15  
None.

66.4 Planning Applications refused permission by NCC since last meeting 13/07/15

14/02608/FUL Former Home Farmstead, Oakwood, Wylam.  
Demolition of hayshed, former squash court/sports pavilion with shed & former building. Reconstruction of farm steading/house with associated access track & replacement sewage treatment plant.

15/02162/FUL      8 Hedley Road, Wylam.  
 Construction of single-storey extension to east elevation.

**67. FINANCIAL MATTERS**

**67.1 Report on Income Received since the last meeting (13/07/15)**

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.

<b>E</b>	<b>DAT</b>	<b>SOURCE</b>	<b>AMO</b>
			<b>UNT</b>
	14/07/15	HMRC VAT refund	£3,997.43
	28/07/15	NCC Local Improvement Scheme	£5,000.00

b. Wylam Post Office Community Account.

<b>DATE</b>	<b>SOURCE</b>	<b>AMOUNT</b>
20/07/15	S. Loveday - rent	£1,000.00
26/08/15	S. Loveday – rent	£1,000.00

The report was **accepted**.

**67.2 Consideration of Schedule of Payments to be approved at the meeting (14/09/15).**

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.

<b>Inv. Date</b>	<b>Payee</b>	<b>Details of supply</b>	<b>Chq.No.</b>	<b>Voucher</b>	<b>Total</b>
30/07/15	NCC	Payroll – July 15	103069	043	£905.31
24/08/15	British Legion	Wreath	103070	044	£50.00
	CHEQUE CANCELLED		103071		
27/08/15	NCC	Payroll – Aug 15	103072	045	£949.35
05/09/15	Gilpin Press	Globe (2)	103073	046	£438.61
07/09/15	BDO LLP	Audit Fee	103074	047	£360.00
10/09/15	PHS Group	Shredding	103075	048	£78.00
01/09/15	Clavering Stationers	Office equipment	103076	049	£235.02

b. Wylam Post Office Payments Schedule.

<b>Inv. Date</b>	<b>Payee</b>	<b>Details supply</b>	<b>of</b>	<b>Chq. No.</b>	<b>Voucher</b>	<b>Total</b>
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Signed.....Date...12/10/2015.....

10/07/15	Hermitage Gardens	Gardening	100032	PO-002-15	£288.00
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The schedules of payments were **approved** and the cheques duly signed.

67.3 Consideration of Requests for Financial Assistance received since last meeting 13/07/15.

No requests had been received.

67.4 Consideration of quotations received.

- a. For felling & removal of trees at the Plantation/former pit heap.  
The quotation of £2,880.00 exclusive of VAT from Tyne Valley Woodlands was **accepted**.
- b. For strimming at the Haughs Nature Reserve.  
The quotation of £600.00 exclusive of VAT from Tyne Valley Woodlands for strimming one quarter of the area of the Haughs Nature Reserve as part of a vegetation management plan, was **accepted**.
- c. For reducing branches on Horse Chestnut tree at Station Road.  
The quotation of £70.00 exclusive of VAT from Tyne Valley Woodlands was **accepted**.

68. **REPORTS**

Reports were received from Parish Council representatives on the following groups and committees:

- a. Museum (B. Japes; T. Martin)  
B. Japes reported that the model locomotives had been oiled on 18 August and appear to be in good condition. The counter shows that the models have been operated 1,852 times since their installation. It was noted that a Committee to manage the Museum had yet to be set up. It was **agreed** to consult an auctioneer regarding several items in store which needed to be disposed of. It was **noted** that a Visitors Book had been placed in the Museum.
- b. Wylam Playing Field Association (A. Francis)  
A. Francis reported that the Committee had not met recently. There had been serious vandalism at the field on Saturday 12<sup>th</sup> September with damage caused to picnic tables, a planter and the cricket screen. The Police had been informed. The Committee had received 4 quotations for work to the tennis court area and the James Knott Trust has given some funding towards the improvements. A. Francis noted T. Martin's suggestion that the Committee should investigate installation of a defibrillator.
- c. Joint Burial Committee (S. Barlow; M. Gillis)  
S. Barlow reported that the complaints received about rubbish burning at the cemetery had been resolved and a letter of apology sent. The Committee would next meet on 23<sup>rd</sup> September.
- e. Wylam Institute Committee (A. Mitcham).

A. Mitcham reported that income from activities at the Institute was still exceeding outgoings. The chairs had been inspected and, having been found to be sound, would not now be replaced.

- f. East Tynedale Parish & Town Councils Forum (T. Martin).  
The Forum would meet in October. During the summer members had met with Tyne Rivers Trust, which had agreed to organise mapping of areas of invasive species in the Tyne Valley.
- g. NCC Town & Parish Councils Liaison Group. (T. Martin).  
T. Martin reported that the Group had discussed NCC's new 'Pay as You Throw' scheme and that the proposed charges were likely to affect residents. The Group had also received information about NCC's programme of street lighting changes: the replacement of conventional bulbs with LED's. The scheme would take around 3 years to implement and the changes would be made in Wylam during the summer of 2017. There would be consultation with local councils so that any requests for additional street lights could be included in the scheme if approved.
- h. NCC Central Area Committee (T. Martin).  
T. Martin would attend the next meeting at Prudhoe on 16<sup>th</sup> September.
- i. Local Multi-Agency Partnership (LMAP). (B. Japes).  
A report prepared by B. Japes had been circulated to members prior to the meeting. The meeting had considered the following matters:
- A presentation by NCC's Licensing Officer on the work of his department;
  - The lack of grass cutting on road verges other than sight-lines at junctions was criticised in the interests of road safety;
  - B. Japes had reported the further incidents of vandalism at the Falcon Centre at the beginning of August, which LMAP was unaware of. The Police had attended but there had been damage to the building, principally an external store room door which needed immediate repairs. Local elderly residents had been verbally abused.
  - Cycling on Wylam Bridge. Responses to the Parish Council's concerns had been sought from Sustrans and the Cyclists Touring Club, but members agreed that the opinions expressed and the suggested solutions were unsatisfactory. It was agreed that the Parish Council's favoured solution was signage on the pavement and both the Chair of the meeting and Police Inspector Oates had agreed that this was the solution which was most likely to produce the desired outcome. It was **agreed** that B. Japes would continue to press for effective action on this issue.

**69. URGENT ITEMS AND ITEMS FOR FUTURE AGENDA**

- a. Seating at bus stop at Charlie's Corner. It was **agreed** that a quotation for seating would be brought to the next meeting of the Parish Council.

- b. Interactive speed sign at Holeyn Hall Road. It was noted that this had stopped working. NCC had suggested that the responsibility for its maintenance lay with Wylam Parish Council. Members noted that the sign had been provided by NCC as part of a package of measures to tackle speeding traffic following the fatal accident at Wylam Bridge. There had been no indication that the Parish Council would be responsible for maintaining the sign. It was **agreed** to liaise with NCC and ask for the sign to be repaired as a matter of priority.
- c. Request for memorial bench. A Wylam resident had contacted NCC to ask for a memorial bench to be installed at Wylam riverside. After consultation with the Parish Council and the resident concerned, NCC is to install a timber bench on the green area at the north end of Wylam Bridge.
- d. The Wylam Globe. B. Japes informed the meeting that the latest issue would be available for distribution in the coming week.

**70. DATES OF FUTURE MEETINGS**

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

- Monday 12th October 2015 at 7.00pm.
- Monday 9th November 2015 at 7.00pm.
- Monday 14th December 2015 at 7pm.
- Monday 11th January 2016 at 7.00pm.
- Monday 8th February 2016 at 7.00pm.
- Monday 14th March 2016 at 7.00pm.
- Monday 11th April 2016 at 7.00pm.
- Monday 9th May 2016 at 7.00pm. (Annual Meeting of the Parish Council)

The meeting closed at 9.45pm.