



## **Wylam Parish Council**

<p align="center"><b>MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 12<sup>th</sup> OCTOBER 2015 AT 7.00 p.m. IN THE INSTITUTE</b></p>
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**Councillors Present:** Mr. S. Barlow, Mrs. A. Francis (Chairman), Mr. B. Japes, Mr. T. Martin (Vice- Chairman), Mr. A. Mitcham, Mr. W. Nicholson.

**Also Present:** Mrs. D. Carney (Clerk); Kathleen Moore (Hexham Courant), 1 member of the public.

**71. APOLOGIES FOR ABSENCE**

Apologies had been received from Mrs. R. Creighton, Mrs. M. Gillis and County Councillor Paul Kelly.

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

No interests were declared.

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

No questions were put.

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

Councillor Kelly reported on the following matters:

- a. Core Strategy Pre-Submission Draft. Conservative Councillors have withdrawn from the working group over proposals to use 0.5% of Green Belt land around Hexham, Prudhoe, Ponteland and Morpeth.
- b. Strategic Planning Committee. Applications were considered for 1600 houses in SW Cramlington (no objections) and replacement of two derelict pubs in Newbiggin by the Sea with an accessible Library, public toilets and 8 affordable apartments (129 objections).
- c. Education matters. There are questions over the future of small rural schools near Alnwick. The academisation programme has taken half of Northumberland's High Schools out of local authority control, but OFSTED still holds NCC responsible for the performance of all the schools in the county.
- d. Local Services budget. Local & Neighbourhood Services has had its budget cut by £400,000. The introduction of charging for DIY rubble, earth and plasterboard is expected to result in a temporary spike in fly-tipping. This measure will save £120,000.

**75. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 14<sup>th</sup> SEPTEMBER 2015.**

Minute numbers "51, 52 and 53" were amended to read "68, 69 and 70". The Minutes were then **agreed** to be a true record of proceedings and signed by the Chairman.

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

- a. NCC Local Plan Core Strategy Pre-Submission Draft Consultation.  
The Clerk reported that notification from NCC had been received regarding drop-in sessions. (Hexham, Saturday 24<sup>th</sup> October). In October a hard copy of the document would be sent to Parish Councils. This had not been received to date. Notification had also been received of an NCC engagement event at Ponteland High School on 7<sup>th</sup> November regarding the proposals for new school buildings combined with a Leisure Centre.
- b. Road markings at The Crescent. The Clerk had written to Neil Snowden of NCC. A reply is awaited.
- c. Tyne Rivers Trust – Japanese Knotweed treatment. Areas of Japanese Knotweed had been treated on 7<sup>th</sup> and 8<sup>th</sup> October. Treatments will continue in autumn for a further two years. It was noted that Wylam Angling Club had been cutting grass at fishing stances in this area,
- d. Maintenance of village benches. It was **agreed** to seek a quotation soon so that the work could begin in spring 2016.
- e. Cycling on Wylam Bridge. B. Japes would continue to press for pavement signage at the next LMAP meeting.
- f. Dog fouling at Tyne View. No further adverse reports had been received. The suggested need for a litter bin had not yet been investigated.
- g. Access path from Woodcroft Road to the Jubilee Field. Tyne Valley Woodlands had been asked to quote for removal of tree roots. Northumbrian Roads Ltd. would complete work on the western footpath during week commencing 19/10/15.
- h. Local Services. An email was sent to David Hunt regarding the narrow footpath at Holeyn Hall Road and general grass cutting during the summer months. T. Martin had cut back the vegetation at the back of Charlie's Corner.
- i. Weed growth at the Falcon Centre. Louise Stobbart of NCC had visited the Falcon Centre and had been appalled at the lack of maintenance by NCC and the lack of a Library sign. It was **agreed** that

the Parish Council would write to Steven Mason, Chief Executive of NCC to press for action on these matters. It was also noted that the sign for the Parish Council's Railway Museum was becoming dilapidated.

- j. Damaged Crack Willow at the Haughs Nature Reserve. Tyne Valley Woodlands had been asked to tender for this work.
- k. NCC Planning Training. T. Martin had attended this. Electronic consultation on Pre-Application Planning Protocols is operational from 5<sup>th</sup> October. NCC had recognised that tapping into the local knowledge of Parish and Town Councils could speed up the planning application process for large schemes. A local council will have 14 days to respond. Comments made on the pre-Application submission would not affect any final comments. This procedure does not apply to domestic applications which will be handled in the same way as usual. The Parish Council's existing electronic registration is valid for the new Protocols.
- l. Globe for Heddon resident. This had been sent and the address kept on file.
- m. Improvements to Hagg Bank Play Area. A quotation for a bench had not yet been sought. A quotation for this and a new gate would be brought to the next meeting of the Parish Council. The improvements would not include a litter bin. Tyne Valley Woodlands had been asked to tender for work to the hedge.
- n. Highway and Footpath conditions in Wylam. A copy of B. Japes' report had been sent to Local Services, Martin King and Richard McKenzie. Tyne Valley Woodlands had been asked to tender for tree work to clear lamp posts. T. Martin would draft a letter to NCC regarding problem trees on its land.
- o. Wylam Parish Council's Priorities for inclusion in the 2016/17 Local Transport Plan. The three agreed priorities had been forwarded to Richard McKenzie.
- p. Wylam Post Office premises maintenance. A quotation for a new door has not yet been obtained. See also **Item 82.2b**.
- q. Co-op Store at former Wylam Garage premises. Confirmation of the Co-op's interest in the site was reported in the Hexham Courant. The Parish Council has not been notified.
- r. Quotations for tree work. The quotations for work to trees at the former pit heap, the Horse Chestnut tree on Station Road and strimming at the Nature Reserve had been accepted and the work commissioned.

- s. Museum. An auctioneer had not yet been consulted on items in storage.
- t. Seating at bus stop at Charlie's Corner. Quotations for seating would be brought to a future meeting of the Parish Council.
- u. Interactive speed sign at Holeyn Hall Road. NCC has accepted responsibility and the sign has been repaired.

**77. REVIEW OF INFORMATION RECEIVED FROM NCC REGARDING FUTURE OF PUBLIC CONVENIENCES IN WYLAM.**

A meeting to discuss future arrangements for the public conveniences in Wylam was held with Ray Wealleans of NCC on 29<sup>th</sup> September. NCC had put forward three alternatives:

1. That the toilets would close during the winter period from 1 November to Good Friday 2016.
2. The Parish Council could pay £2,000.00 to NCC to keep the toilets open during the winter period.
3. NCC would pay the Parish Council £2,000.00. The Parish Council would then be responsible year round for arranging cleaning and providing consumables.

It was noted that, due to lack of timely information from NCC, the Parish Council had not made provision in its 2015/16 Budget for any cost of keeping the toilets functioning. It was **agreed** to opt for the second alternative and pay NCC £2,000.00 to keep the toilets open during the winter months out of income from the Laburnum Terrace property. It was **agreed** that this arrangement would be reviewed annually. It was **agreed** that quotations for cleaning would be sought from commercial firms in the meantime. It was noted that the East Tynedale Parish & Town Councils Forum would be considering this matter. It was **agreed** that an article, explaining the new arrangements, would be published in the Globe.

**78. CONFIRMATION OF APPOINTMENT OF VOLUNTEER VILLAGE TREE WARDEN.**

It was noted that the Clerk had written to formally appoint Mr. Sam James as volunteer Village Tree Warden. Mr. James would visit the office and be furnished with information about TPO's and other tree matters in Wylam Parish.

**79. CONSIDERATION OF INFORMATION REGARDING ASSETS OF COMMUNITY VALUE.**

A. Francis reported on the information contained on the NCC website. After some discussion, it was **agreed** to register the Falcon Centre as an Asset of Community Value under the terms of the Localism Act 2011.

**80. CORRESPONDENCE RECEIVED SINCE LAST MEETING 14/09/15**

A list of correspondence received since the last meeting (14/09/15) is attached for information only.

The following items were noted:

- a. Remembrance Sunday. It was confirmed that soldiers from Albemarle Barracks would be attending. The Clerk would check whether amplification equipment would be available from the Barracks. The Wylam Playing Fields Association equipment was available for use.
- b. Holeyh Hall Road hedge. It was noted that Northumbrian Water had not yet planted replacement daffodils. B. Japes would pursue this.

**81. 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> .**

**81.1 Planning Applications considered by Parish Council since last meeting 14/09/15**

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

WPC Comment: No objections.

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.

15/02793/FUL      117 Dene Road, Wylam.  
Conversion of existing garage & single-storey extension to front & rear of dwelling.

WPC Comment: No objections.

15/03040/FUL      Nithsdale, Elm Bank Road, Wylam.  
Room extension & dormer loft conversion.

WPC Comment: No objections.

- 81.2 Planning Applications approved by NCC since last meeting 14/09/15  
 15/02408/FUL 21 Algernon Terrace, Wylam.  
 Demolition of existing rear porch & construction of a rear extension to provide a lounge and utility room/cloakroom.
- 15/02416/FUL 3 Dene Road, Wylam.  
 Remodel existing single-storey structure & erection of 2-storey extension to front, side & rear, erection of porch canopy to front & extension of existing hard standing to front to increase parking.
- 15/02545/FUL 12 Hedley Road, Wylam.  
 Single-storey flat-roofed rear extension to provide kitchen/dining & utility with front porch & re-aligned garage.
- 15/02555/FUL Lynton, Elm Bank Road, Wylam.  
 Dismantle existing timber garage & build new brick garage of bigger proportions.
- 15/02439/FUL 26 Falcon Terrace, Wylam.  
 Single-storey rear extension with creation of new detached garage.

81.3 Planning Applications withdrawn since last meeting 14/09/15  
 None.

81.4 Planning Applications refused permission by NCC since last meeting 14/09/15  
 None.

**82. FINANCIAL MATTERS**

82.1 Report on Income Received since the last meeting (14/09/15)  
 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
07/09/15	Interest – BPA	£2.51
07/09/15	Interest – Play Equip A/C	£0.24
07/09/15	Interest – Museum A/C	£1.16
07/09/15	Interest – Business Saver A/C	£0.76
15/09/15	NCC Precept (2)	£18,500.00

b. Wylam Post Office Community Account.

DATE	SOURCE	AMOUNT
14/09/15	S. Loveday – rent	£1,000.00

The report was **accepted**.

82.2 Consideration of Schedule of Payments to be approved at the meeting (12/10/15).

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
29/09/15	NCC	Payroll – Sept 15	103077	050	£993.31
01/10/15	NCC	Falcon C'tre rent	103078	051	£300.00
09/10/15	Top Signs	Header signs	103079	052	£90.00
06/10/15	N'land & N'cle Society	Subscription	103080	053	£25.00
09/10/15	Tyne Rivers Trust	Japanese Knotweed treatment	103081	054	£100.00

b. Wylam Post Office Payments Schedule.

Inv. Date	Payee	Details of supply	Chq. No.	Voucher	Total
22/09/15	Brian Best	Electrical work	100033	PO-003-15	£96.00
01/10/15	Electrolux	Cooker part	100034	PO-004-15	£66.99

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

82.3 Consideration of Requests for Financial Assistance received since last meeting 14/09/15.

No requests had been received.

82.4 Consideration of quotations received.

CSN Services – for Christmas lighting display.

A copy of the quotation had been circulated to members prior to the meeting. It was **agreed** to accept the quotation, **subject to** the Clerk confirming the number of strings of lights to be ordered. It was **agreed** that A. Mitcham would raise the matter with Wylam Institute at its next Committee meeting.

82.5 Consideration of the report of the External Auditor, BDO LLP, on the 2014/15 Annual Return and Accounts.

A copy of the relevant document had been circulated to members prior to the meeting. BDO LLP reported that *“In our opinion, the information in the annual return is in accordance with proper practices and no matters have come to our attention giving any cause for concern that relevant legislation and regulatory requirements have not been met.”* The report was **accepted**.

82.6 Consideration of Wylam Parish Council's Accounts and Financial Report for the Half-Year 1<sup>st</sup> April to 30<sup>th</sup> September 2015.

A copy of the Half Year Accounts and Financial Report had been circulated to members prior to the meeting. It was noted that spending above the sum allowed had occurred under Budget headings *Property, Open Spaces & Equipment* and *Donations* and that the *Contingency* allowance of £5,000.00 had all been spent. The recommendation to transfer funds from money received from the Reece Foundation was accepted and it was **agreed** that the Clerk would provide more precise information on the sums required so that a decision could be taken at the next meeting of the Parish Council.

83. **REPORTS**

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

- a. Museum (B. Japes; T. Martin)  
The push-button to run the model locomotives is currently not working. An electrician is to trace the fault and if appropriate to make a repair during week commencing 12<sup>th</sup> October.
- b. Wylam Playing Field Association (A. Francis)  
A. Francis reported that two quotations for refurbishment of the tennis court area had been received. The plan, based on observation of play at the area during the last few months, is to have a multi-use area and a free-play area. There has been significant vandalism with the second picnic table destroyed. The Committee is continuing to work with the Police to devise a solution to the problem.
- c. Joint Burial Committee (S. Barlow; M. Gillis)  
A local resident has agreed to compost the grass cuttings and skips may be used for this in the longer term. The two Chapels at the cemetery are in a state of disrepair and refurbishment plan is proposed for 2016/17. A schedule for planned maintenance is to be drawn up.
- d. Wylam Institute Committee (A. Mitcham).  
The Committee had not met.
- e. East Tynedale Parish & Town Councils Forum (T. Martin).  
The Forum will meet on 14<sup>th</sup> October and will receive presentations from Andy Dean and David Francis of NALC. A further meeting on 22<sup>nd</sup> October will receive a presentation from Jonathan Nicholson of NCC Planning on Neighbourhood Plans and the NCC Local Plan Core Strategy. T. Martin invited any interested members to attend.
- f. NCC Central Area Committee (T. Martin).  
The meeting on 17<sup>th</sup> September had been poorly attended by NCC Councillors. T. Martin would channel feedback through the NCC Town & Parish Councils Liaison Group.



- g. Local Multi-Agency Partnership (LMAP). (B. Japes).  
There had been no meeting this month. Louise Stobbart is now Chair of LMAP.

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

- a. NCC Town & Parish Councils Conference. A. Francis and D. Carney had attended this event. The Marketplace display of NCC departments and associated organisations had been very worthwhile, but the workshops had been disappointing and refreshments poor.
- b. NALC: retirement of David Francis. It was **agreed** that a letter of appreciation would be sent from the Parish Council to Dr. Francis.
- c. Footpath at The Haughs Nature Reserve. It was **agreed** that B. Japes would cut back overhanging branches.
- d. Footpath – Horsley Wood. It was **agreed** that B. Japes would cut back vegetation obscuring the view from the bench.
- e. Wildflower plugs at The Haughs Nature Reserve. T. Martin would cut the grass beside the path. He would then ask members to volunteer to plant the plugs during the next 10 days.
- f. Fencing at northern side of Allotments track. This is in a poor condition. T. Martin is to meet with Neil Dawson of NCC to discuss arrangements for its refurbishment or replacement.
- g. Riverside footpath below Wylam Nurseries. Tim Fish has confirmed that NCC is continuing to monitor the condition of the path.
- h. Poor drainage beyond refurbished allotment track. Once the work on the western footpath of the access track from Woodcroft Road to the Jubilee Field is completed by Northumbrian Roads, the Allotments Association will be notified that any remaining spoil may be used to infill this badly drained area.
- i. Electric vehicles. S. Barlow advised that the “My Electric Avenue” scheme is now ended. Fears that charging of electric vehicles would cause a surge on the local system have proved groundless, as a large amount of redundancy had been built into the system. The results of the My Electric Avenue scheme would appear on the EAV website during the next few weeks.

**85. DATES OF FUTURE MEETINGS**

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

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 9.30pm.