



## **Wylam Parish Council**

<p align="center"><b>MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 9<sup>th</sup> NOVEMBER 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), Mr. B. Japes, Mr. A. Mitcham.

**Also Present:** Mrs. D. Carney (Clerk); Mr. Sam James (Village Tree Warden);

2 members of the public.

**86. APOLOGIES FOR ABSENCE**

Apologies had been received from Mrs. M. Gillis, Mr. W. Nicholson and Mr. T. Martin.

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

No interests were declared.

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

No questions were put.

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

Councillor Kelly reported on the following matters:

- a. Northumberland County Council (NCC) Local Plan Core Strategy Pre-Submission Draft Consultation. Officers from the Development Management department are half-way through the consultation process and have led open public sessions.
- b. New build County Hall in Ashington. This would provide significant financial benefits to both Morpeth and Ashington.
- c. Fire & Rescue Service reorganisation. This exercise was intended to save £500,000, but measures so far proposed will only save £300,000.
- d. Government Devolution to NE England. The NE Combined Authority will gain powers.
- e. Alnwick Schools reorganisation – first schools to become Primary Schools.
- f. Planning matters. Hexham Ropery is to be demolished and replaced with housing and retail. The Hexham Bus Station has been approved.

90. **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 12<sup>th</sup> OCTOBER 2015.**

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

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

- a. NCC Local Plan Core Strategy Pre-Submission Draft Consultation document. A hard copy of the document had been received. The consultation period ends on 25<sup>th</sup> November 2015.
- b. Road markings at The Crescent. No reply had been received to the Clerk's letter. It was **agreed** that this would be followed up.
- c. Maintenance of village benches. No quotation for Spring 2016 has yet been sought.
- d. Access path from Woodcroft Road to the Jubilee Field. Northumbrian Roads Ltd. is to complete work to the western footpath as soon as possible.
- e. Weed growth and maintenance issues at the Falcon Centre. A letter had been sent to Steven Mason, Chief Executive of NCC. No response had been received to date.
- f. Damaged Crack Willow at The Haughs Nature Reserve. See **Item 96.4a.**
- g. Improvements to Hagg Bank Play Area. For bench quotations see **Item 96.4b.** For work to the hedge see **Item 96.4a.** A quotation for a new gate had been received and would be available for consideration at the next meeting.
- h. Highway & footpath conditions in Wylam – streetlights. It was **agreed** that a letter would be sent to Local Services highlighting the streetlights on NCC land that are obscured by vegetation.
- i. Wylam Post Office premises maintenance. A quotation for a new door had not yet been sought.
- j. Museum – items in storage. An auctioneer had not yet been contacted about this.
- k. Seating at Charlie's Corner bus stop. Several types of benches had been identified. See **Item 96.4b.**

- l. Public conveniences in Wylam. The Clerk had confirmed with NCC that the Parish Council will pay NCC £2,000.00 to keep the facility open during the winter months. No invoice had been received to date.
- m. Volunteer Village Tree Warden. Mr. Sam James was welcomed to the meeting by the Chairman and other members of the Parish Council. The Chairman thanked him for his generosity in volunteering for the post. He had been given material and information relating to TPO's and tree matters in Wylam. The Clerk would let him have contact details for NCC's Tree Officer, John Alderson.
- n. Assets of Community Value – the Falcon Centre. This had not yet been registered with NCC. It was noted that A. Mitcham had agreed to help the Clerk with this matter.
- o. Holeyn Hall Road daffodils. B. Japes reported that Northumbrian Water Limited had commissioned the work for the week commencing 9<sup>th</sup> November.
- p. CSN Services – work to Christmas lights installation. The Clerk had ordered a further 2 boxes of lights from Blachere Illumination UK Ltd. as the cost is £71.00 for a 20 metre string as opposed to CSN's cost of £97.45. Both prices exclude VAT. CSN had been waiting for the Parish Council to install a pole to carry the wiring from the Institute before carrying out remedial work to the installation, but this had not been done. It was **agreed** that the Clerk would contact CSN to ask for details of the positioning and specification for the pole and the possibility of getting this installed and the maintenance work done before Advent Sunday. It was further **agreed** that if the work were not feasible before Advent Sunday when the lights are due to be switched on, it would be postponed until early 2016.
- q. Wylam Parish Council's Accounts & Financial Report for the Half Year to 30 September 2015. The Accounts had been passed to Mr. F. Phillips for internal audit. See **Item 96.5** for his report.
- r. Museum. The model locomotives are now working.
- s. NALC – retirement of David Francis. A letter had not yet been sent.
- t. Overhanging vegetation on footpaths. B. Japes had trimmed the vegetation at Horsley Woods Scar. He would trim vegetation at the Nature Reserve as soon as possible.
- u. Wildflower plugs at the Nature Reserve. T. Martin reported that he would plant these either in the next few weeks or in early Spring 2016.
- v. Fencing at north side of Allotments track. T. Martin had met with Neil Dawson of NCC who had confirmed that the fence is owned by NCC. The repair is expected to take place in early 2016.

**92. CONSIDERATION OF PROPOSAL BY KINGFISHER MEDIA FOR ADVERTISING WYLAM RAILWAY MUSEUM.**

A proposal had been received from Kingfisher Media. For the sum of £450.00 per annum, a quarter page advert for the Museum would be published in their hardback book which is placed in hotel bedrooms, in an E-book, via an App and on their website. After some discussion, it was **agreed** not to take up Kingfisher's offer, as it was more suitable for businesses than a voluntary organisation. It was **agreed** that the Clerk would inform Kingfisher of the Parish Council's decision.

**93. CONFIDENTIAL ITEM: UPDATE ON WYLAM POST OFFICE.**

The Council **passed a resolution** 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).

The Clerk and B. Japes reported on their meeting with the Sub-Postmaster S. Loveday. It was **agreed** that an update about the future of Post Office facilities in Wylam would appear in the December Globe.

**94. CORRESPONDENCE RECEIVED SINCE LAST MEETING 12/10/15**

A list of correspondence received since the last meeting (12/10/15) had been attached for information only.

**95. 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> .**

**95.1 Planning Applications considered by Parish Council since last meeting 12/10/15**

None.

**95.2 Planning Applications approved by NCC since last meeting 12/10/15**  
15/02561/FUL      The Toll House, Main Road, Wylam.

Dismantle existing stone-built garage and replace with a stone-built garage and car port.

15/02793/FUL      117 Dene Road, Wylam.

Conversion of existing garage and single-storey extension to front and rear of dwelling.

- 95.3 Planning Applications withdrawn since last meeting 12/10/15  
None.
- 95.4 Planning Applications refused permission by NCC since last meeting 12/10/15  
None.
- 95.5 Planning Appeal  
14/02608/FUL Former Home Farmstead, Oakwood, Wylam.  
Demolition of existing hayshed, former squash court/sports pavilion with shed and former building. Reconstruction of farmsteading/house with associated access track and replacement sewage treatment plant.

The appeal commenced on 13<sup>th</sup> October 2015. All representations must be received within 5 weeks of this date i.e. before 17<sup>th</sup> November 2015. It was **agreed** that the Parish Council would write to the Planning Inspectorate in support of the Appeal.

**96. FINANCIAL MATTERS**

- 96.1 Report on Income Received since the last meeting (12/10/15)  
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.  
None received.
- b. Wylam Post Office Community Account.

DATE	SOURCE	AMOUNT
05/10/15	S. Loveday – rent	£1,000.00

- 96.2 Consideration of Schedule of Payments to be approved at the meeting (09/11/15).

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
29/10/15	NCC	Payroll – Oct 2015	103082	056	£940.55

03/11/15	WCPFA	Grant 2015/16	103083	057	£3,000.00
03/11/15	Wylam Institute	Use of office	103084	058	£900.00
03/11/15	Wylam Institute	Grant 2015/16	103085	059	£3,000.00
03/11/15	OJBC	Precept (2)	103086	060	£2,295.00
05/11/15	Information Commissioner	Data protection fee	103087	061	£35.00
05/11/15	M. Hadden	Expenses	103088	062	£11.92
15/10/15	Clavering Stationers	Toner	103089	063	£49.14
04/11/15	Ryton Electrical Services	Museum repair	103090	064	£186.00
09/11/15	Wylam Winter Tales Festival	Grant	103091	065	£550.00

b. Wylam Post Office Payments Schedule.

Inv. Date	Payee	Details of supply	Chq. No.	Voucher	Total
29/10/15	British Gas	Careplan 1	100035	PO-005-15	£137.44

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

96.3 To consider requests for Financial Assistance received since last meeting (12/10/15).

The request from the *Wylam Winter Tales Festival* organisers, Gareth Davies-Jones and Simon Hackett for Parish Council support for the *Festival* proposed for late January/early February 2016 was considered. The organisers made a short presentation to the meeting, outlining the events proposed and their expected costs. It was **agreed** to support the project with Grant aid of £550.00 using money from the Reece Foundation Public Subscription, which would be used to fund initial publicity for the Festival, using the provisions of the Local Government Act 1972, Section 145, which give the Parish Council the power to support the arts. It was further **agreed** to publish an article about the *Festival* in the December issue of The Wylam Globe.

96.4 To consider quotations received.

The following quotations had been received:

a. Tyne Valley Woodlands Consultancy.

(i) For pruning trees to clear street lighting on Dene Road and the corner of The Orchard. The quotation of £170.00 (excluding VAT) was **accepted**.

(ii) For pollarding Crack Willow at The Haughs Nature Reserve. The quotation of £520.00 (excluding VAT) was **accepted**.

(iii) For reducing hedge at Hagg Bank Play Area. The quotation of £400.00 (excluding VAT) was **accepted**. It was **agreed** that £400.00 would be transferred from the Play Equipment Replacement account to pay for this work.

b. Benches for bus shelter and Hagg Bank Play Area.

Several possible models had been identified. In the case of Charlie's Corner bus stop, it was **agreed** that a further quotation would be sought from Neil Dawson of NCC for a plain wooden bench. For Hagg Bank Play Area, it was **agreed** to investigate the cost of a bench

similar to the one installed at Engine Dene and that of a plain wooden bench from NCC.

96.5 To receive the report of the Internal Auditor on the 2015/16 Half Year Accounts

The report of the internal auditor, Mr. F. Phillips, was presented. Mr. Phillips reported that he had examined the Statement of Accounts and found the Accounts and audit train to be satisfactory. His report was **accepted**.

97. **REPORTS**

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

- a. Museum (B. Japes; T. Martin)  
It was noted that the Visitors Book at the Museum showed visitors from far afield as well as from the local area.
- b. Wylam Playing Field Association (A. Francis)  
A. Francis reported that the next Committee meeting would be on 12<sup>th</sup> November, when a decision on quotations for the tennis court area would be made. Notices had been installed advising that no unauthorised alcohol is permitted on the field. There has been no further vandalism.
- c. Joint Burial Committee (S. Barlow; M. Gillis)  
The Committee would meet soon.
- d. Wylam Institute Committee (A. Mitcham).  
A. Mitcham reported that the Institute's financial situation is very healthy. A Christmas Gift Fair would be held on 5<sup>th</sup> December. A request for a drinks dispenser had been refused because of concerns about litter.
- e. East Tynedale Parish & Town Councils Forum (T. Martin).  
NCC had made a presentation to the Forum on the Core Strategy Pre-Submission Draft, and on Neighbourhood Planning. The slides are available in the Parish Council's office for those interested.
- f. NCC Central Area Committee (T. Martin).  
The next meeting would take place at Ponteland on 12<sup>th</sup> November.
- g. Local Multi-Agency Partnership (LMAP). (B. Japes).  
B. Japes had attended the LMAP meeting on 27<sup>th</sup> October. A presentation had been given on the three *Safer Northumberland* priorities (Prevention, Protection of the Vulnerable and Road Safety). The Fire & Rescue Services are to take part in a Co-response trial with the NE Ambulance Service. This is to help paramedics gain access to properties and thus avoid delays in transfers of seriously ill patients to

hospital. Hexham Fire Station will cover West Northumberland and West Denton Fire Station will cover East Tynedale.

Falcon Centre. Louise Stobbart, the new Chair of LMAP had already visited the Falcon Centre and discussed problems of ASB. In the light of her advice, Wylam Parish Council has written to Steven Mason, Chief Executive of NCC regarding the dilapidated state of the external areas at the Falcon Centre and requesting action. Ms. Stobbart would discuss the possibility of setting up the playground area for specific activities, thus generating more community interest with a view to preventing ASB in the future.

Cycling on Wylam Bridge. LMAP members endorsed the Parish Council's opposition to the footpath being designated for dual use by cyclists and pedestrians. They also endorsed the view that markings on the pavement to deter cyclists were the best way forward. Louise Stobbart agreed to take this back to the next meeting of the Road Safety Committee.

An email address for the new Prudhoe Police Inspector Martin Brooks would be sought, as B. Japes had been told that the best way to get action was by direct email contact.

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

- a. Christmas Tree at Charlie's Corner. This was approved.
- b. NCC call for nominations of Local Heroes. It was **agreed** to look further at the information with a view to making a nomination.
- c. Notices banning canoe launching at Wylam riverside. It was noted that these had appeared, using the names of Wylam Parish Council (without consultation or permission) and the Wylam Angling Club. Examination of the British Canoe Union's Access Agreement had shown that there was no justification for this ban except during the two months from 1 September to 31 October excepting at Low Prudhoe and Hexham. It was **agreed** that the Parish Council would write to Wylam Angling Club objecting to the use of the Parish Council's name on the notices and questioning the validity of these notices.
- d. Ovingham Bridge. This is expected to open by the end of November. The next meeting of the Bridge Committee is on 17<sup>th</sup> November.
- e. Demolition work at Wylam Hills Farm. This has begun and there had been a considerable amount of polystyrene litter generated as a result of the windy conditions. It was **agreed** to monitor the situation closely.
- f. Wylam Globe. The final editorial meeting would take place on 10<sup>th</sup> November.
- g. Remembrance Sunday. It was noted that this had gone well. There had been problems of audibility to do with the PA system.



- h. Wylam Parish Council's Website. S. Barlow reported that everything was ready for the site to go semi-live. He would contact the website provider and report to the next meeting of the Parish Council.
  
- i. Wylam Parish Council's Budget for 2016/17. A preliminary drafting meeting would take place on Tuesday 24<sup>th</sup> November at 10am. at 4 Dene Road. The Draft Budget would be presented to the next meeting of the Parish Council.

**99. DATES OF FUTURE MEETINGS**

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

- 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.