



Wylam Parish Council

<p align="center">MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 14th DECEMBER 2015 AT 7.00 p.m. IN THE INSTITUTE</p>

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 P. Kelly; Mr. Sam James (Village Tree Warden); K. Moore (Hexham Courant); 4 members of the public.

100. APOLOGIES FOR ABSENCE

No apologies for absence had been received.

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

T. Martin declared a DPI in Items 102, 108 and 113.2a.

A. Francis declared an interest in Item 113.3 (Wylam Community Playing Fields Association application for funding).

102. QUESTIONS FROM MEMBERS OF THE PUBLIC

- a. Earth Doctors Ltd. Community Interest Company request for letter of support. A. Haddon a Director of Earth Doctors, outlined the project and requested a letter of support from the Parish Council for the Company's application to Northern Powergrid for funding for a project to assess the feasibility of renewable energy projects in Heddon and Wylam. It was **agreed** that a letter of support would be provided. It was noted that Parish Councils could also apply to Northern Powergrid for funding to support renewable energy projects.

103. REPORT FROM COUNTY COUNCILLOR PAUL KELLY

Councillor Kelly reported on the following matters:

- a. Northumberland Local Plan Core Strategy. This is 6 months behind schedule as a result of a hostile reception in Ponteland. The issues in Ponteland will be reviewed.
- b. Flooding. 111 houses and 51 businesses had been flooded. There had been 5 landslips and two NCC (Northumberland County Council) depots had been rendered almost unusable. NCC has responded with

the Emergency Services and Social Services and Council Tax has been suspended for affected properties.

- c. Ovingham Bridge. This was closed after the storm and must be assessed before being reopened. It is unlikely to open again until well after Christmas.
- d. Oakwood Planning Appeal. Councillor Kelly had supported this as had the Parish Council. He would discuss progress with the Planning Officer responsible.
- e. Maintenance issues and weed growth at the Falcon Centre. Councillor Kelly would pursue this with NCC as no reply had been received to the letter from the Parish Council.

104. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 9th NOVEMBER 2015.

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

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

- a. Road markings at The Crescent. There had not been a reply or acknowledgement of receipt of the letter from Northumberland County Council (NCC).
- b. Maintenance of village benches. A quotation would be sought early in 2016.
- c. Access path from Woodcroft Road to Jubilee Field. Northumbrian Roads Ltd. had satisfactorily completed the work to the western footpath.
- d. Weed growth and maintenance issues at the Falcon Centre. No reply, not even an acknowledgement of the Parish Council's letter, had been received. County Councillor P. Kelly is to pursue this. (See **Item 103e**).
- e. Street lights on NCC land obscured by vegetation. A letter had not yet been sent.
- f. Wylam Post Office maintenance. A joiner had been asked to quote for a new back door.
- g. Museum – items in storage. An auctioneer had not yet been contacted. The suggestion that Tyne Wear Museums Service might be able to assist was **noted**. (See **Item 117a**).
- h. Seating at bus stop at Charlie's Corner. Suitable benches would be reviewed at a future meeting. It was **agreed** to look at perching seats as an alternative to a bench.

- i. Assets of Community Value – the Falcon Centre. This would be progressed in early 2016.
- j. NALC – David Francis’ retirement. A letter had not yet been sent, but would be sent in time for David Francis’ retirement in March 2016.
- k. Wildflower plugs for the Nature Reserve. T. Martin confirmed that these would be planted in Spring 2016.
- l. Christmas lighting display maintenance. CSN Services had confirmed that it was not feasible to do the maintenance work before Advent Sunday. CSN would submit a new quotation to include installation of a pole, early in 2016.
- m. Advertising Wylam Railway Museum. The Clerk had informed Kingfisher Media that the Parish Council had decided not to advertise in its publication.
- n. Planning Appeal. A letter had been sent on behalf of the Parish Council. The outcome of the Appeal is not yet known. (See **Item 103d**).
- o. Quotations for tree work. The tree and hedge work had been commissioned as agreed.
- p. Benches for the bus stop at Charlie’s corner and Hagg Bank Play Area. A decision on these would be made at a future meeting of the Parish Council. NCC had been asked to quote for a plain wooden bench at Hagg Bank Play Area.
- q. Local Multi-Agency Partnership. An article explaining the trial of co-response from the Fire & Rescue and North East Ambulance Service would appear in the December issue of the *Wylam Globe*.
- r. Notices banning canoe launching at Wylam riverside. Further research had revealed that the riparian owner has the right to forbid use of the river bank by, among others, canoeists. Further information about the agreement with riparian owners for certain areas on the Tyne would be reviewed. However, a letter asking Wylam Angling Club to remove Wylam Parish Council’s name from the notices would be sent as soon as possible.
- s. Wylam Parish Council website. S. Barlow reported that the web designer would revisit the project in January. All the information is now available.

106. REVIEW OF DRAFT BUDGET FOR 2016/17.

A copy of the Draft Budget and Notes had been circulated to members prior to the meeting. The Draft Budget was **approved** and it was **agreed** to confirm it at the January meeting of the Parish Council.

107. REPORT ON THE JOINT NCC/ RURAL PARISH COUNCILS MEETING.

T.Martin reported on this meeting which he had attended. The meeting was part of NCC's commitment to liaise closely with local councils, but those present felt that meetings with individual councils as appropriate to discuss local issues might be more effective. Meetings between NCC officers and the East Tynedale Parish & Town Councils Forum had also been suggested and this would be discussed further at the Forum's January meeting. General topics raised had included public toilet provision, roadside verge cutting, street light replacement programme and the possibility of future enhanced service agreements.

108. REVIEW OF RECENT FLOOD DAMAGE IN WYLAM PARISH.

a. Footpath at eastern end of Stephenson Terrace.

The Clerk and members of the Parish Council, together with Tim Fish of NCC had visited the footpath at the eastern end of Stephenson Terrace, where recent high river levels have led to further erosion and a serious collapse of a section of path below Wylam Nurseries. T. Fish had indicated at the site visit that NCC would not undertake further investigations or repair the path. He had agreed that NCC would erect some robust fencing to prevent use of the (now very dangerous) path. It was **agreed** to ask NCC to consider putting in a diversionary footpath to the Waggonway. A further issue is the subsidence of the grass verge and cracking of the drive leading to Wylam Nurseries. It was **agreed** that separate, confidential discussion of this was necessary and that professional advice should be taken and that the Parish Council should work with the Environment Agency and NCC to achieve a solution.

b. The Haughs Nature Reserve. There had been widespread flooding causing erosion of the riverbank and significant amount of mud had been deposited on the Nature Reserve. It was **agreed** to compile a survey of the damage and review possible actions at a future meeting of the Parish Council.

109. 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).

B. Japes reported that an article would appear in the Wylam Globe confirming that the current Post Office facility would close early in 2016 and Post Office services transferred to The Spar Shop. S. Loveday was currently considering future plans for a retail business. It was **agreed** that negotiations for a new Lease agreement with Mr. Loveday

would be formally pursued by the Parish Council through Caris Robson Solicitors.

110. CONFIDENTIAL ITEM: REVIEW OF PAYROLL ISSUES.

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).

It was **agreed** to continue with present Payroll arrangements with NCC.

111. CORRESPONDENCE RECEIVED SINCE LAST MEETING 09/11/15

A list of correspondence received since the last meeting (09/11/15) had been attached for information only.

112. 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> .**

112.1 Planning Applications considered by Parish Council since last meeting 09/11/15

15/03543/FUL Land near Ingham House, 18 Ingham Terrace, Wylam.
Proposal to convert adjacent granary to 1no.dwelling.

WPC Comment: Support the application. The design and materials are in keeping with those of neighbouring housing and the development will add an interesting and appropriate house to Wylam's housing stock.

15/03689/FUL Roseleigh, Main Road, Wylam.
Extension to create lounge & Playroom/spare room with utility & car port to rear; extension to kitchen and dining room past existing conservatory wall, extension to bathroom to rear.

WPC Comment: Support the application. The proposed extension should not affect the amenity of neighbouring properties and will enhance and enlarge this family home.

15/03704/PRUTPO Atrium, The Orchard, Wylam.
TPO: deadwood by 5% to three mature Oak trees T1, T2 and T3. Removal of one Silver Birch tree and removal of one limb to one mature Oak.

WPC Comment: No objections.

112.2 Planning Applications approved by NCC since last meeting 09/11/15
15/03040/FUL Nithsdale, Elm Bank Road, Wylam.
Room extension and dormer loft conversion.

15/03140/FUL The School House, Main Road, Wylam.
Proposed garden room.

112.3 Planning Applications withdrawn since last meeting 09/11/15
None.

112.4 Planning Applications refused permission by NCC since last meeting 09/11/15
None.

112.5 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 13th October 2015. The Parish Council had sent a letter in support of the appeal. The outcome of the Appeal is not yet known.

113. FINANCIAL MATTERS

113.1 Report on Income Received since the last meeting (09/11/15)
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
03/11/15	S. Loveday – rent	£1,000.00

113.2 Consideration of Schedule of Payments to be approved at the meeting (14/12/15).

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
16/09/15	M. Hadden	Expenses	103092	066	£5.96
30/10/15	Tynedale Hospice	Donation	103093	067	£75.00
02/11/15	Wylam Nurseries	Plant material	103094	068	£132.84
09/11/15	Northumberland Theatre	Donation	103095	069	£25.00
11/11/15	Blachere Illumination	Xmas lighting	103096	070	£184.20
11/11/15	Ecclesiastical Insurance	Museum Insurance	103097	071	£1,142.41
13/11/15	JRB Enterprise Ltd.	Dog bags	103098	072	£191.52
16/11/15	Air Ambulance	Donation	103099	073	£50.00
20/11/15	SLCC	Membership fee	103100	074	£118.00
27/11/15	NCC	Payroll recharge	103101	075	£593.03
14/12/15	Age UK Northumberland	Donation	103102	076	£50.00
14/12/15	CAB Northumberland	Donation	103103	077	£100.00
14/12/15	Prudhoe Band	Donation	103104	078	£50.00
14/12/15	Northumberland Wildlife Trust	Donation	103105	079	£100.00
01/12/15	NCC	Grass cutting 2015	103106	080	£2,740.98
14/12/15	Wylam Community Playing Field Association	Donation	103107	081	£6,000.00

b. Wylam Post Office Payments Schedule.

Inv. Date	Payee	Details of supply	Chq. No.	Voucher	Total
30/10/15	E. & B Hodgson	Repair to drainpipe	100036	PO005-16	£40.00

The schedules of payments were **approved** with the **exception of the payment to NCC for grass cutting, which would be queried**, as the number of visits had been fewer than quoted for. The remaining cheques were duly signed.

113.3 To consider requests for Financial Assistance received since last meeting (09/11/15).

A request for a further donation towards refurbishment of the Tennis court area at the Jubilee Field is to be tabled from Wylam Community Playing Fields Association (WCPFA). WCPFA will make a presentation to the meeting. A copy of the Parish Council's Grants Policy had been supplied and Grant Application Forms had been completed satisfactorily.

Following a detailed presentation from WCPFA, it was **agreed** to award £6,000.00 towards the project from the Reece Foundation Fund. WCPFA agreed to acknowledge the donation on a plaque.

113.4 To consider quotations received.

The following quotation had been received:

Hagg Bank Play Area – quotation for a new gate.

The quotation of £340.00 received from S. Melville was **accepted**.

113.5 To consider enquiry from Reece Foundation regarding Public Subscription.

An email had been received from the Trustees enquiring how the money left over after the purchase of the premises containing Wylam Post Office has been spent and requesting details of future plans. It was **agreed** to reply to the email.

114. REPORTS

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

a. Museum (B. Japes; T. Martin)

T. Martin suggested a Schools Day at the Museum to ascertain what schools wanted from a visit and that the Parish Council could create a package of information based on these requirements. Funds would be available to support this from Beamish Museum and the Tyne Wear Museums Fund. This suggestion was **noted** with questions remaining over whether this was the Parish Council's role. T. Martin volunteered to contact Tyne & Wear Museums regarding unwanted exhibits currently in store. It was **agreed** that a Museum Committee should be established.

b. Wylam Playing Field Association (A. Francis)

A. Francis reported that the annual Jumble Sale would be held on 9th January 2016.

c. Joint Burial Committee (S. Barlow; M. Gillis)

S. Barlow reported that the Terms of Reference had been updated. Cub Scouts equipment is being stored in the Chapel on a temporary basis as the Scout hut has been flooded.

d. Tree Warden's Report. (S. James)

S. James submitted a written report. This included a schedule of annual inspections of trees on Parish Council land. It was **agreed** that the dangerous Willow tree overhanging the riverbank footpath below West View would be felled. A quotation would be sought. S. James also reported that he had booked himself on a training course in Visual Tree Risk Assessment on 11th March. It was **agreed** that he would claim the expenses associated with this (£200.00) from the Parish Council in due course.

- e. Wylam Institute Committee (A. Mitcham).
No meeting.
- f. East Tynedale Parish & Town Councils Forum (T. Martin).
T. Martin tabled a written report detailing the topics covered in the Forum's meeting over the past year, as well as suggestions for future presentation. The next meeting would take place on 13th January 2016 at Wylam Institute.
- g. NCC Central Area Committee (T. Martin).
No report tabled.
- h. Local Multi-Agency Partnership (LMAP). (B. Japes).
LMAP had met on 8th December. The following matters were reported on:
Fire & Rescue Service. Response to floods, RTC's and fires attended
Police. Several very significant arrests had recently been made which should lead to a dramatic drop in house burglaries. A significant amount of Police time is being spent tracking down men involved in online grooming of young women.
Falcon Centre. Interest was expressed in NCC's response to the Parish Council's letter on maintenance issues.
Cycling on Wylam Bridge. There had been no update on this, but B. Japes had confirmed that the problem continues.
Review of LMAP. County Councillors had expressed the view that local knowledge provided by local councils was very important. A written report and recommendations are being prepared by NCC.

115. URGENT ITEMS AND ITEMS FOR FUTURE AGENDA

- a. Fire in public toilets, Wylam. It was noted that the toilets now look shabby and could do with painting. It was **agreed** to refer this to NCC.
- b. The Wylam Globe. This was now ready for distribution.
- c. Footpath below Tyne View. A Wylam resident had reported that this had been damaged by recent floods. It was noted that this was not an official footpath.
- d. 'No Horses' sign near Northumbrian Water's pumping station. This has been knocked down. This was also noted.
- e. Request for disabled spaces in Tyne Riverside Country Park Car Park. Space is now at a premium as many drivers park here rather than in the Station Car Park since charges were imposed. It was **agreed** that this suggestion would be relayed to NCC.
- f. Policy regarding icy winter conditions on resurfaced track from Woodcroft Road to the Jubilee Field. This possibility was noted and further consideration would be given to appropriate practical measures to deal with it.

- g. Protection of the Parish Council's Holeyn Hall Road hedge during building work at Wylam Hills Farm. Documents had been received from NCC's Development Management Department confirming that the hedge is protected as it is of ecological value.
- h. Office closed. The Clerk reported that the office would be closed over the Christmas and New Year period and would reopen on Tuesday 5th January 2016.

116. DATES OF FUTURE MEETINGS

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

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.