



Wylam Parish Council

**MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL
HELD ON 12th SEPTEMBER 2016 AT 7.00 p.m. IN THE INSTITUTE**

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

Also Present: Mrs. D. Carney (Clerk); 4 members of the public.

59. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs. R. Creighton, and Mr. W. Nicholson and from Mr. S. James (Village Tree Warden) and County Councillor Paul Kelly.

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

T. Martin declared a DPI in Items 50f and 74.2a. He also declared an interest in Item 69.

61. QUESTIONS FROM MEMBERS OF THE PUBLIC

a. J. Power asked whether the Parish Council had any further information about the Cooperative Group's application for a Premises License. The Parish Council had heard that the Licensing Hearing had been deferred to October, but no date had been given. Correspondence from Inspector K. Oates to a Wylam resident regarding crime & disorder figures in the area adjacent to the proposed store was **noted**. It was also noted that PC Cross had verbally reported that there had been fewer incidents of anti-social behaviour in the locality since the Wylam Wine Lodge off-licence closed.

b. J. Power asked whether the Parish Council would take a neutral stance on the proposed Cooperative store at the former Wylam Garage premises. The Chairman replied that the Parish Council would respond to any planning application on planning grounds alone. Conjecture on the effect of the proposed store on local businesses in the future would not be accepted by Northumberland County Council (NCC) planners as a valid comment, neither would comments about its effects on the character of the village. A. Mitcham advised that the Parish Council's comments on any planning application should not be given too much

weight, as it is merely a consultee. Individuals in the village could also submit their comments.

- c. Asked whether the Parish Council felt it would be appropriate to hold an extraordinary meeting about the proposed Cooperative store and information received from Instinctif Partners regarding their survey of opinion in the village on behalf of the Cooperative Group, the Chairman replied that any such meeting would be held when a planning application is available and then only if the Parish Council felt it would be helpful. The Parish Council could ask for the consultation time on the application to be extended and would do so if it felt that this was necessary.
- d. A. Haddon asked whether progress was being made on preparing a Neighbourhood Plan for Wylam. T. Martin indicated that he and the Clerk were working on a briefing document to present to the next meeting of the Parish Council and that NCC would be consulted in the course of its preparation. A. Haddon indicated that financial and other forms of assistance were available. This was acknowledged.

62. REPORT FROM COUNTY COUNCILLOR PAUL KELLY

Councillor Kelly was not present at the meeting and had presented a written report on the following matters:

- a. Prudhoe Town Council's request for a traffic study with the potential to justify a new Tyne crossing from Prudhoe. The previous study by Faber Maunsell had found no economic justification for a new crossing and circumstances had not changed since then.
- b. Ovingham Bridge. The opening of the bridge had highlighted the problems of congestion in Ovingham caused by cars parking on Horsley Road. Councillor Kelly would be directing the remainder of his Small Schemes fund towards the cost of verge hardening on the east side of the road. Wylam Wood Road should see a substantial reduction in traffic. Councillor Kelly had not yet had an opportunity to inspect this area.
- c. Work on the Alders to Bywell landslip diversion. This began on 12 September. Bywell bridge will have to be closed for 13 weeks as it is a masonry bridge qualifying for government funding for repairs. Councillor Kelly has asked that the work be delayed until the school summer holidays to minimise disruption.
- d. NCC's Financial Investment performance. The figures, verified by CIPFA, indicate that NCC out-performs every other local authority in England by a substantial margin. Prudent low to medium risk borrowings and investments allow the Council to make returns that protect services as far as possible in the light of rapidly diminishing funding from central government. Schemes included under this umbrella include the new County Hall, the loan to the Northumbria NHS

Trust and the acquisition by ARCH of Manor Walks shopping centre in Cramlington.

- e. NCC Local Development Plan Core Strategy. This has undergone 6 public consultations in 4 years with associated changes, mainly regarding housing land allocation.

63. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 11th JULY 2016.

Having been circulated prior to the meeting, the Minutes were **agreed** to be a true record of proceedings and signed by the Chairman.

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

- a. Cooperative Group application for a new Premises Licence for proposed store at former Wylam Garage. The Parish Council had written to NCC's Licensing department in support of residents' concerns. The Licence hearing had been postponed until October. (See also Item 61 above).
- b. Request for junction markings at The Crescent. There had still been no response from NCC. It was **agreed** to write to County Councillor Kelly about this.
- c. Maintenance of village benches, railings and gates at Charlie's Corner. It is hoped to commission work to refurbish the benches this month.
- d. Falcon Centre Maintenance. There had been no contact from NCC's Facilities Management Team. The Clerk had written to Mike Turner, Head of Property Services and Capital Programming, enclosing photographs of the overgrown exterior and copies of entries in the Visitors Book at the Museum from international visitors.
- e. Assets of Community Value. No further progress had been made.
- f. Meeting with NCC Neighbourhood Services. Several action points had been addressed following the meeting. The detritus at the north end of Holeyn Hall Road had not been cleared. It was **noted** that the grasscutting service had improved this year with new machines. The Clerk and several members had participated in the walk through the village from Holeyn Hall crossroads to Wylam Bridge with Richard McKenzie (NCC Highways) and County Councillor Paul Kelly to survey the condition of highways and pavements and to take note of road safety issues. This walk had been arranged as a result of issues raised with NCC by a Wylam resident who also participated in the walk. Any outcomes generated are not yet known.
- g. Damaged riverside path east of Stephenson Terrace. The engineering contractor employed by NCC had completed drilling and sent away core samples for analysis. A report is awaited.

- h. Gentoo development at the former Wylam Hills Farm site. See **Items 71 and 76d.**
- i. Wylam Parish Council website. This is now live. (www.wylamparishcouncil.org.uk) An article would appear in the *Wylam Globe*. Members expressed thanks to the Website Working Group.
- j. Funding of work to Church premises. A reply had been received from the Department for Communities and Local Government (DCLG). The letter stated that *“there is an on-going discussion within this Department about this issue, so there may be changes to these restrictions on Parish Councils in future, but at this stage no final decisions have been reached.”* A further article in the professional press suggested that this funding is possible under Section 137 of the LGA 1972.
- k. Neighbourhood Planning in Wylam. T. Martin and the Clerk were currently working on a report which would be presented to the next meeting of the Parish Council.
- l. Strategic traffic review for the Wylam area and East Tynedale. A request for money to be set aside for this had been forwarded to NCC as one of the Parish Council’s three priorities for inclusion in the Local Transport Plan for 2017/18. T. Martin had raised the issue at the last meeting of the East Tynedale Parish & Town Councils Forum. County Councillor Anne Dale had argued that wider strategic issues were included in the draft NCC Local Development Plan Core Strategy, and that local issues were outside the scope of even the County Council.
- m. Parish Council’s priorities for inclusion in the Local Transport Plan 2017/18. These had been forwarded to NCC. NCC had also been notified of issues arising from erosion of verges on Wylam Wood Road and requested to make these good following the re-opening of Ovingham Bridge. The Parish Council had also registered its support for restorative work to the back lane at Wylam Wood Road.
- n. Proposed resurfacing of track north of the Plantation. T. Martin would produce a specification for this work in conjunction with advice from contractors.
- o. Himalayan Balsam at the Nature Reserve. T. Martin had arranged for volunteers to cut this large area back and this has opened up the meadow area of the Nature Reserve. Maintaining this cleared area could be considered in future years as part of the review of the Management Plan for the Nature Reserve in March 2017. D. Peel reported a successful year in combating this invasive plant.

p. Condition of the back lane at Wylam Wood Road. The Parish Council had written to NCC in support of this work.

65. CONSIDERATION OF INFORMATION RECEIVED FROM NCC REGARDING POSSIBLE FURTHER DEVOLUTION OF SERVICES TO LOCAL COUNCILS.

A copy of the letter had been forwarded to members prior to the meeting. NCC has indicated that it may have to reduce or discontinue services which are not its statutory duty and that local councils may be asked to take these on. No specific information was given in the letter. The contents of the letter were **noted**, and it was **agreed** that the implications would be taken into account as far as possible in the 2017/18 Budget.

66. REVIEW OF THE TERMS OF REFERENCE OF THE PLANNING ADVISORY GROUP.

The draft Terms of Reference had been circulated to members prior to the meeting. It was **agreed** that a further draft would be brought to the next meeting of the Parish Council, based on the information on the Parish Council's website.

67. REVIEW OF WICKSTEED'S PLAY AREA SAFETY INSPECTION REPORT FOR HAGG BANK PLAY AREA.

A copy of the report had been circulated to members prior to the meeting. The report on the Jubilee Field Play Area had been passed to Wylam Community Playing Fields Committee. The contents of the report were **noted**. It was **agreed** that T. Martin would visit the site and report any issues to the next meeting of the Parish Council.

68. CONSIDERATION OF COMPLAINT RECEIVED REGARDING WYLAM ANGLING CLUB'S WORK IN THE RIVER TYNE AT THE HAUGHS.

Wylam Angling Club had recently undertaken work to repair the berm damaged in the December floods and had built up an island in the vicinity, changing the flow of the river. A Wylam resident had complained to the Parish Council about the effects of this work on river flow, current direction, local wildlife and river safety. The resident had requested "No Swimming" notices for the Haughs. The Clerk had written to the Environment Agency (EA) to request further information about EA permits obtained for this work. The request is being processed by the EA under the FOIA. The Chairman read out the article submitted by Wylam Angling Club for the *Wylam Globe*. It was **noted** that the Angling Club had not contacted the Parish Council prior to starting the work as they have in the past. It was **agreed** that "No Swimming" notices would not be helpful.

69. CONSIDERATION OF RESPONSE TO NCC'S CONSULTATION ON POLICY ON UNAUTHORISED OBSTRUCTIONS ON THE HIGHWAY.

The information was noted but it was **agreed** that no response was necessary.

70. **CONSIDERATION OF RESPONSE TO NCC CONSULTATION ON PROPOSAL TO MAKE A PUBLIC SPACES PROTECTION ORDER (PSPO) FOR THE CONTROL OF DOGS.**

The information was noted but it was **agreed** that no response was necessary.

71. **CONSIDERATION OF INFORMATION RECEIVED FROM GENTOO ABOUT SECTION 106 FUNDING IN RESPECT OF THE HEDLEY MEADOWS DEVELOPMENT.**

A letter had been received from Gentoo's Legal Services Manager. The letter stated that the Section 106 Agreement dated 5 August 2015 provided that the play area to be constructed on the site would be tendered to Wylam Parish Council for adoption together with payment of a maintenance contribution of £42,240.00 to be held by the Parish Council for the long-term maintenance of the play area. It was **noted** that the Parish Council had, at a meeting with Gentoo, declined to adopt the play area and had indicated that members felt that the location of the play area within the site was inappropriate and possibly dangerous. It was **agreed** that the Parish Council would send a copy of the letter to NCC's Planning department, expressing reservations about the location of the play area. It was **agreed** that the Parish Council would not agree to adopt and maintain the play area and would so inform Gentoo.

72. **CORRESPONDENCE RECEIVED SINCE LAST MEETING 11/07/16**

A list of correspondence received since the last meeting (11/07/16) is attached 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.

73. **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> .**

73.1 Planning Applications considered by Parish Council since last meeting (11/07/16)

16/02051/FUL Roseleigh, Main Road, Wylam.
Single-storey side & rear extension (re-submission).

WPC Comment: Object to the application. The developer has failed to meet the conditions of the original approved planning application and the blue brick extension is incompatible aesthetically with the finishes and materials of the existing dwelling. The removal of hedges was not stipulated in the original application and their replacement with fencing is out of character for this small enclave of housing. The Parish Council cannot recommend approval of this re-submission.

16/01818/VARYCO Humford, 1 Woodcroft Road, Wylam.
Variation of condition 1 (approved plans) in relation to planning permission 13/02508/FUL.

WPC Comment: Although the Parish Council is concerned that the original planning conditions have not been adhered to, the space utilised for the proposed extension remains the same in the variation proposed.

16/01576/SN Land east of Ingham Terrace, Wylam.
Naming of lane.

WPC Comment: The Parish Council understands that the developers of the site wish to commemorate a relative, Harold Rowe, who lived at 18 Ingham Terrace for many years. However, the Parish Council's opinion is that having a separately-named access lane to the new dwelling would not be helpful and might even be confusing, and that it is not appropriate to name streets so personally. The Parish Council suggests the following alternatives to "Rowe Lane" (the last house on Ingham Terrace is currently No. 18): (1). Rowe House, 19 Ingham Terrace; (2) The Granary, 19 Ingham Terrace; (3) Ingham Lane. If none of these is acceptable, the Parish Council will reluctantly accept naming the lane "Rowe Lane".

16/02422/FUL Stoneygate, Wylam Wood Road, Wylam.
Ground floor extension to side & front.

WPC Comment: This proposed extension to a semi-detached property utilises materials that match the existing and neighbouring property, and will have little impact on that property and the local environment. The vehicle access remains unaltered. Recommend approval.

16/01869/OUT Land South of Wylam Station, Station Road, Wylam.
Amended/additional information for outline application for
4 new dwellings & associated access.

WPC Comment: Additional information provided by the applicant in the form of an Ecological Appraisal and Coal Mining Risk Assessment adds nothing to the merits of the proposed development. The assessment of flood risk also demonstrates a lack of awareness of the flooding history of the section of Station Road at the end of Elm Bank Road. This regularly floods in heavy rain due to water running down Elm Bank Road and accumulating to a depth sufficient to drain into the proposed site. This last occurred in June 2014. The flood history of the Stanley Burn, which has changed its course over the years, has little impact on this site, although would be relevant to any proposal to resurrect an historical application to Gateshead Council to develop the whole of the Bradley Mill Field. This application, if granted, would set a precedent and encourage a further such application. The application should be refused permission.

73.2 Planning Applications approved by NCC since last meeting (11/07/16)

16/01960/FUL 22 Falcon Terrace, Wylam.
Single-storey kitchen extension to rear of property.

16/01920/FUL 7 Algernon Terrace, Wylam.
Rear single-storey extension.

16/02051/FUL Roseleigh, Main Road, Wylam.
Single-storey side & rear extension (re-submission). It was **agreed** that the Parish Council would not enter into further discussion with the applicant.

16/01818/VARYCO Humford, 1 Woodcroft Road, Wylam.
Variation of condition 1 (approved plans) in relation to planning permission 13/02508/FUL.

16/01993/PRUTPO 79 Dene Road, Wylam.
Tree Preservation Order application to prune one Oak to allow 3m clearance from house and garage. Crown reduce by 2.5m.

16/00503/FUL Stanleyburn House Residential Home, Station Road, Wylam.
Conversion of former care home into 14 residential apartments.

16/02422/FUL Stoneygate, Wylam Wood Road, Wylam.
Ground floor extension to side & front.

73.3 Planning Applications withdrawn since last meeting (11/07/16)

None.

73.4 Planning Applications refused permission by NCC since last meeting (11/07/16)
None.

74. FINANCIAL MATTERS

74.1 Report on Income Received since the last meeting (11/07/16)
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
26/08/16	National Trust	£200.00
30/08/16	Library - Souvenirs	£22.00
08/09/16	NCC – Precept (2)	£19,000.00

b. Wylam Post Office Community Account.

DATE	SOURCE	AMOUNT
07/07/16	S. Loveday - rent	£1,000.00
08/08/16	S. Loveday – rent	£1,000.00

The report was **accepted**.

74.2 Consideration of Schedule of Payments to be approved at the meeting (12/09/16).

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
28/07/16	NCC	Payroll – July	103167	043	£904.95
13/06/16	Wylam Nurseries	Tubs/baskets	103168	044	£476.94
01/07/16	CAN	Donation	103169	045	£75.00
07/07/16	SLCC	Reference books	103170	046	£151.27
17/08/16	Gilpin Press	Globe (2)	103171	047	£449.25
30/08/16	NCC	Payroll – Aug	103172	048	£904.95
31/08/16	Bespoke Design	AV renewal	103173	049	£40.00
31/08/16	Clavering Stationers	Paper/toner	103174	050	£49.04
31/08/16	British Legion	Poppy wreath	103175	051	£50.00
30/08/16	JRB Enterprise Ltd	Dog bags	103176	052	£192.12
12/09/16	Clerk	Expenses	103177	053	£291.76

b. Wylam Post Office Payments Schedule.

Inv Date	Payee	Details of supply	Chq.No.	Voucher	Total
28/07/16	Best Electricians	New ring main	100041	PO-03-16	£1,051.20
27/08/16	Hermitage Gardens	Vegetation cut back	100042	PO-04-16	£648.00

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

74.3 Consideration of Requests for Financial Assistance received since last meeting (11/07/16).

None had been received.

74.4 To consider quotations received.

a. RBS Rialtas Business Software.

Information about the RBS package is enclosed and a quotation had been forwarded to members prior to the meeting. The Clerk confirmed that she had had strong recommendations from other local parish councils using the software. The software would enable monthly financial reporting against Budget and straightforward year-end documentation. It was **agreed** to accept the quotation of £633.00 plus £113.00 per annum for maintenance and support, subject to the Clerk checking the charge for mileage which had been included in the quotation.

b. NCC quotation for additional grass cutting.

A quotation of £684.00 per extra cut had been received following the meeting with Stephen Wardle. An additional 2 cuts are available in Autumn 2016. It was **agreed** to obtain a quotation for an early cut in 2017.

75. REPORTS

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

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

The Clerk indicated that a letter had been sent regarding grounds maintenance (see Item 64d. It was **agreed** to review the souvenirs on offer at the Museum.

b. Wylam Playing Field Association (A. Francis)

High netting had been installed at the eastern end of the MUGA. Two quotations had been received for CCTV although vandalism had been less than in previous summers. The Committee would host a grand opening from 12pm on Sunday 18th September to which all funders of the MUGA had been invited. A date had been set for the Jumble Sale and a Ceilidh was planned.

- c. Ovingham Joint Burial Committee (S. Barlow; R. Creighton)
S. Barlow reported that the Committee was due to meet soon to finalise issues relating to Wylam Parish Council's role as host council.
- d. Village Tree Warden (S. James).
S. James was not able to attend the meeting and no report was made.
- e. Wylam Institute Committee (A. Mitcham).
A. Mitcham reported that a steady income from bookings meant that the Institute was in good financial standing. The Committee is considering replacing outdated lighting and has agreed to renew floor coverings.
- f. East Tynedale Parish & Town Councils Forum (T. Martin).
T. Martin reported that the Forum had last met on 13th July when there had been a presentation from the Tynedale Community Bank. The response to the idea of a strategic traffic study had been negative. The next meeting would be on 12th October, when the guest speaker would be Stephen Rickitt of NALC.
- g. NCC Central Area Committee (T. Martin).
T. Martin would attend the next meeting on 15th September at Prudhoe.
- h. NCC West Area Community Safety Hub (CoSH). (B. Japes).
B. Japes tabled a written report on the meeting held on 12th September. A report had been made on the Northumberland Domestic Abuse Service and on Police matters. B. Japes had again raised the issue of cycling on Wylam Bridge, which had been referred to the NCC Road Safety Group. The Chair agreed to investigate why there had been no feedback to date. B. Japes had also suggested that as the street lighting renewal programme proceeds, NCC should take the opportunity to cut back all growth round lighting columns, whether on private land or land belonging to NCC. This suggestion would also be referred to NCC's Road Safety Group.

76. MINOR ITEMS AND ITEMS FOR FUTURE AGENDA

- a. 3 – 4 Laburnum Terrace, Wylam. It was noted that the ivy had been radically trimmed in late July. It was **agreed** that the Parish Council should investigate provision of gardening work to tidy up the exterior of the premises, which was beginning to look untidy.
- b. The Wylam Globe. It was **agreed** that B. Japes would circulate the raw text for proofing in future to speed publication.
- c. Blackett Cottages – grounds maintenance by ISOS. A resident of Blackett Cottages had cleared grass cuttings during the summer. ISOS is to suggest an extra financial contribution from residents so that grass cuttings can be collected by its workmen.

- d. Gentoo: Hedley Meadows development. It was noted that a tree and the hedge had been damaged. The damaged tree would need to be felled. It was noted that protection of the hedge was a condition of planning approval. Gentoo is presently installing water attenuation systems. It was **agreed** to notify Gentoo of the damage to the tree to enable them to record the incident.
- e. Highway and Pavement condition survey. Members were reminded to forward their observations to the Clerk as soon as possible.
- f. Charlie's Corner gate. M. Hadden is to clear the gate area to enable it to be shut.
- g. Street lighting renewal by NCC. T. Martin suggested that the Parish Council should liaise with NCC regarding style of replacement lighting. This was **agreed**.
- h. Parish Council hedge at Holeyn Hall Road. It was **agreed** that this should be cut in October. A tender would be made available at the next meeting.
- i. Chinese Field, Jackson Road. It was **agreed** that a quotation would be sought for work to be carried out in October. The work would consist of cutting back overhanging branches and dealing with brambles.
- j. Complaint received regarding Spar delivery vehicles. It was noted that the Clerk had responded to the complainant. It was **agreed** to take no further action.
- k. Wylam Neighbourhood Planning Report. T. Martin reported that he had drafted a report which he would discuss with the Clerk, refine and present to the next meeting of the Parish Council. See also **Items 61d and 64k.**

77. DATES OF FUTURE MEETINGS

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

- Monday 10th October 2016 at 7pm.
- Monday 14th November 2016 at 7pm.
- Monday 12th December 2016 at 7pm.
- Monday 9th January 2017 at 7pm.
- Monday 13th February 2017 at 7pm.
- Monday 13th March 2017 at 7pm.
- Monday 10th April 2017 at 7pm.
- Monday 8th May 2017 at 7pm. (Annual Meeting of the Parish Council)

The meeting closed at 10.05pm.

