



Wylam Parish Council

<p>MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL HELD ON 14th NOVEMBER 2016 AT 7.00 p.m. IN THE INSTITUTE</p>
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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); County Councillor Paul Kelly; Mr. Sam James (Village Tree Warden).

92. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs. R. Creighton and Mr. W. Nicholson.

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

T. Martin declared a DPI in Item 104.2a and A. Francis declared a DPI in Items 102d and 104.2a.

94. QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions were put.

95. REPORT FROM COUNTY COUNCILLOR PAUL KELLY

Councillor Kelly reported on the following matters and answered members' questions:

- a. Northumberland Local Plan Core Strategy. Hard copies of the schedule of proposed major modifications had been sent out for consultation together with the SE Ponteland Supplementary Planning document. Proposals for housing reflect NCC's strategic objective of rebalancing of the County's population profile that can be achieved by building more housing. Income from these estates can be used by NCC to provide services.
- b. Development in Prudhoe. Planning consent had been given for a new shopping centre near the town centre and a hotel and pub restaurant on Princess Way. Further developments of a convenience store and a drive-through restaurant were expected. On land south of Broomhouse Lane, consent had been given for 13 new dwellings, including bungalows, located near the town centre.
- c. Planning applications were being processed for housing at Morpeth, Ellington and Cramlington.
- d. Wylam's 20mph speed limit. This is to be made mandatory. No rumble strips have been included in the scheme. Advisory signage will

also be installed on Bluebell Lane. The speed limit will be enforceable by Police or trained volunteers with speed guns.

- e. Reinstatement of Wylam Wood Road as a single carriageway with passing places. County Councillor Paul Kelly had advised that he had yet to make a site visit with Martin King of the NCC Highways department.
- f. Highway modifications at the Fox & Hounds junction. NCC have brought forward to 2016/17 a scheme to improve safety at this junction, as a result of safety concerns expressed about the effect of the proposed Wylam Coop Store development. There would be double yellow lines on the western side opposite the junction from the Jubilee Field to Woodcroft Road. No parking would be allowed outside the Fox & Hounds and a section of footpath would be built out to improve sight-lines for pedestrians and safe crossing of the road.

96. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 10th OCTOBER 2016.

The Minutes had been distributed to members prior to the meeting and were **agreed** to be a true record of proceedings and signed by the Chairman.

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

- a. Reinstatement of Wylam Wood Road.
See Item 95e above.
- b. Junction markings at The Crescent. Councillor Kelly has contacted Neil Snowden of NCC Highways, who is to check the work schedule of his team and report back.
- c. Maintenance of village benches. A quotation will be obtained for this and for the railings and gate at Charlie's Corner for action in Spring 2017.
- d. Damaged riverside footpath at End Stephenson Terrace. T. Fish of NCC would be contacted for an update.
- e. Wylam Parish Council website. The Clerk completed training on this on 12th October.
- f. Proposed resurfacing of track north of the Plantation. It was **agreed** that the state of the track would be monitored over the winter months and a decision on action, if any, would be taken in Spring 2017. In the meantime, this item would be removed from agendas.
- g. Repairs to back lane, Wylam Wood Road. NCC has laid tarmac in the worst affected areas.

- h. Gentoo: position of proposed play area. The Clerk has yet to contact the NCC planning department.
- i. Purchase of RBS Rialtas Accounting software. A mileage payment of £100.00 had been agreed for the trainer's visit from Cheshire. Training would take place on 16th November.
- j. Museum souvenir offering. This had not yet been reviewed.
- k. Gardening work at 3-4 Laburnum Terrace. It was **agreed** to examine the Lease Agreement to confirm whether this is the tenant's responsibility.
- l. Highway and pavement condition survey. Two areas remain to be reported on. The Clerk would send the lists by email again.
- m. NCC street lighting renewal programme. Contact had been made with the NCC officer responsible for liaison with local councils at the recent NCC Town and Parish Councils Conference.
- n. Work to Holeyn Hall Road hedge. A quotation had been requested but was not yet available for consideration.
- o. Work at Chinese Field/Jackson Road/Engine Dene. A quotation had been requested but was not yet available for consideration.
- p. Neighbourhood Plan for Wylam. Wording for a "wish list" has yet to be devised but details of this would be published in the Wylam Globe and on the Parish Council's website in March 2017.
- q. Terms of Reference for the Planning Advisory Group. This had been revised and would be published on the website in due course.
- r. Hagg Bank Play Area. The bench would be installed this month. NCC is to remove the existing bench.
- s. BT Phone Box. See **Item 100**.
- t. Graffiti on toilet block on Main Road. NCC had been notified.

98. CONFIDENTIAL ITEM: PROGRESS REPORT ON OVINGHAM JOINT BURIAL COMMITTEE (OJBC).

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 (sensitive information).

S. Barlow reported that the Committee had met on 8th November 2016. The Committee Clerk's resignation had been accepted. The Committee had agreed that Mrs. Diana Carney (Clerk to Wylam Parish

Council) would now take over as Clerk to the OJBC and this proposal was **agreed** by Wylam Parish Council. It was **agreed** that S. Barlow and D. Carney would arrange a meeting to liaise with the previous Clerk to ensure an orderly handover of OJBC documentation.

99. CONSIDERATION OF REQUEST FROM RESIDENT REGARDING A TREE ON ENGINE DENE.

A copy of the resident's letter had been circulated to members prior to the meeting. It was noted that this matter was raised by the same resident and considered by the Parish Council in 2014. The Village Tree Warden, Mr. S. James, had examined the tree, an Ash with two trunks and had concluded that there was no arboricultural reason for any work to it as it is young and in good condition. The roots had raised the adjoining footpath tarmac only slightly. It was noted that Wylam had recently lost many mature trees at the Wylam Hills Farm site due to its redevelopment and that it would be a pity to lose another. The resident had asked to trim branches overhanging her property, but it was felt that this would unbalance the tree. It was **agreed** that S. James would seek advice from Tyne Valley Woodlands Consultancy as to possible work and report to the next meeting of the Parish Council. It was further **agreed** that the Clerk would inform the resident of the Parish Council's proposed action.

100. CONSIDERATION OF USE OF BT TELEPHONE BOX AT LABURNUM TERRACE AS HOUSING FOR A DEFIBRILLATOR.

The Clerk reported that NCC had noted the Parish Council's wish to retain the telephone box and had forwarded a copy of its response to members. It was **agreed** that the identity of the telephone box (ambiguously listed by NCC) would be confirmed prior to proceeding with installation of a defibrillator. It was **agreed** that M. Gillis would research a similar installation at Rothbury, where a defibrillator was attached to the exterior of a telephone box.

101. REPORT ON NCC's 2016 TOWN & PARISH COUNCILS CONFERENCE.

The Clerk and T. Martin had attended the conference on 13th October. Useful contacts had been made with NCC officers at the exhibition/marketplace. There had been interesting and informative presentations from ARCH and Active Northumberland, and presentations by officers responsible for NCC's Medium Term Financial Plan and Local Services. The latter two presentations had emphasised NCC's difficult financial situation occasioned by Central Government's continuing austerity policies. Due to time over-runs in the above presentations, the presentation on the Freedom of Information Act did not take place, to the disappointment of many Clerks who had specifically attended to hear this item.

101. CORRESPONDENCE RECEIVED SINCE LAST MEETING 10/10/16

A list of correspondence received since the last meeting (10/10/16) was attached for information only. One item was selected for discussion at the meeting, having been circulated to members prior to the meeting:

a. **GENTOO: DEVELOPMENT AT WYLAM HILLS FARM, HOLEYN HALL ROAD, WYLAM: SEWER CLOSURE AGREEMENT.**

A letter had been received from Gentoo asking the Parish Council to agree to the closure of a section of public sewer to facilitate the carrying out of the development and to sign the enclosed legal document. Part of the sewer falls within land owned by the Parish Council, but Gentoo advised that *“there are no obligations in the Agreement on the part of the Parish Council who are a party to the Agreement only as the second land owner in order to allow the legal closure of the sewer.”* It was **noted** that Gentoo had agreed to *“be responsible for payment of the Parish Council’s reasonable legal costs”* should the Council wish to seek legal advice. It was **agreed** that the Parish Council would seek legal advice prior to signature of the Agreement and that Gentoo would be notified of this intention.

102. 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> .**

102.1 Planning Applications considered by Parish Council since last meeting (10/10/16)

16/02274/FUL Four Winds, Holeyn Hall Road, Wylam.
Replacement dwelling.

WPC Comment: Support the application. The proposed replacement dwelling is an improvement on the existing dwelling. There are no problems with overlooking, access or proposed materials.

16/03017/FUL Wylam Garage, Main Road, Wylam.

WPC Comment: Object to the application. The Parish Council’s full comment may be seen on the NCC website or a copy obtained from the Parish Council on request.

16/02521/LBC Brewery House, Ovingham Road, Wylam.
Erection of railings on dwarf wall around the garden & erection of Sky dish.

WPC Comment: Support the application. The proposed new railings would be a reinstatement of a previous feature. The Parish Council strongly recommends that the satellite dish be installed in the first suggested location as this has the least visual impact. The existing aerial mounted on the chimney is visually intrusive and should be removed when redundant.

16/03748/VARYCO St. Oswin's Church Hall, Church Road, Wylam.
Variation of condition 4 (door frame materials) pursuant to planning permission 16/01284/FUL to construct frame in aluminium.

WPC Comment: None.

102.2 Planning Applications approved by NCC since last meeting (10/10/16)
16/02997/PRUTPO Fairholme, The Crescent, Wylam.
Proposed works to tree subject to TPO, Lime tree to be reduced.

16/03112/PRUTPO Land to SE of 79 Dene Road, Wylam.
TPO application to reduce height of 1no. Sycamore by a maximum of 2 metres and reduce crown spread by a maximum of 1 metre.

16/03531/FUL Holeyn Cottage, Holeyn Hall Road, Wylam.
Proposed single-storey rear extension.

102.3 Planning Applications withdrawn since last meeting (10/10/16)
None.

103.4 Planning Applications refused permission by NCC since last meeting (10/10/16)
None.

103. FINANCIAL MATTERS

103.1 Report on Income Received since the last meeting (10/10/16)
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
28/10/16	Allotments rent	£400.00

b. Wylam Post Office Community Account.

DATE	SOURCE	AMOUNT
07/10/16	SE Loveday – rent	£1,000.00

The report was **accepted**.

103.2 Consideration of Schedule of Payments to be approved at the meeting (10/10/16).

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
22/09/16	Age UK Northumberland	Donation	103182	058	£50.00
18/10/16	S. Gibbon	Website services	103183	059	£1,000.00
18/10/16	Air Ambulance	Donation	103184	060	£50.00
24/10/16	Wylam Nurseries	Village plants	103185	061	£148.74
25/10/16	Tyne Rivers Trust	Knotweed treatment	103186	062	£60.00
28/10/16	NCC	Payroll recharge	103187	063	£893.18
02/11/16	M Hadden	Expenses	103188	064	£14.90
14/11/16	Wylam Winter Tales Festival	Grant	103189	065	£506.00
14/10/16	Wylam Institute	Christmas Jolly grant	103194	066	£26.00
02/11/16	Ecclesiastical Insurance	Museum insurance	103190	067	£1,152.23
05/11/16	Information Commissioner	Data protection fee	103191	068	£35.00
04/10/16	Tynedale Hospice	Donation	103192	069	£75.00
08/11/16	D. Carney	Go Daddy Domain Name renewal (Credit Card)	103193	070	£31.96

b. Wylam Post Office Payments Schedule.

No invoices received.

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

103.3 Consideration of Requests for Financial Assistance received since last meeting (10/10/16).

a. Wylam Institute – Christmas Jolly printing costs.

The Grant application form had been forwarded to members prior to the meeting. It was **agreed** to award a Grant of £26.00 as requested.

103.4 To consider quotations received.

None had been received.

104. **REPORTS**

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

- a. Museum (B. Japes, T. Martin)
T. Martin reported that the Parish Council had received an offer of a model of North Wylam Station free of charge for the Museum. It was **agreed** that the donation would be accepted with the proviso that it may not be possible to permanently display the model. B. Japes reported that the Library staff had asked to share the Museum storage cupboard. It was **agreed** that B. Japes and T. Martin would examine the space to see how the Library could be accommodated, bearing in mind that the Parish Council pays no rent for the storage facility.
- b. Wylam Playing Field Association (A. Francis).
The AGM would be held on 17th November. The Committee was looking at an option to buy a new storage container from Stocksfield Cricket Club to replace the wooden shed and the small garage. This container would not differ in size from existing structures. The Committee is to liaise with neighbours and investigate whether planning permission is required.
- c. Ovingham Joint Burial Committee (S. Barlow, R. Creighton)
See **Item 98**.
- d. Tree Warden (S. James).
See **Item 99**.
- e. Wylam Institute Committee. (A. Mitcham).
The Committee had met on 12th October. Replacement of some flooring and carpeting was being considered. Concern had been expressed about the age profile of members of the Institute Committee.
- f. East Tynedale Community Forum (T. Martin).
There had been no meeting.
- g. NCC Central Area Committee. (T. Martin)
The Committee would meet at Ponteland on 17th November.
- h. NCC West Area CoSH (B. Japes).
CoSH had met on 7th November. B. Japes had presented a written report which had been circulated to members. NCC has 20 new deployable CCTV cameras available for installation at the request of local councils, but councils would have to cover costs. CCTV was considered inappropriate for Wylam Bridge. The issue of cycling on Wylam Bridge had still not received a positive response from the NCC Road Safety Committee. B. Japes had also raised the issue of streetlights obscured by vegetation. Both these issues had been forwarded for reporting to the quarterly Highways meeting in January. The new Police Inspector for Wylam's area is Inspector Pam Bridges. The Fire & Rescue Service had reported a quiet November 5th and

concern regarding recent fatal accidents on the A69. The co-response trial (fire fighters are deployed to life-threatening, high-risk alerts) is reported to be working well. The new Hexham Fire Station is expected to open on 21 December.

- i. SCA Community Forum. (A. Mitcham).
The next meeting would be on 12th December.

105. MINOR ITEMS AND ITEMS FOR FUTURE AGENDA

- a. Clara Vale Banner at Charlie's Corner. It was noted that no permission had been requested for this. It was **agreed** to remove the banner and hold it in the Institute Office.
- b. Globe Editorial meeting. This would be held on 17th November. B. Japes confirmed that he would send out text-only copies for proofing.
- c. Wylam entrance sign, Holeyn Hall Road. The sign and the stonework were now missing, having previously been in the field. It was **agreed** to contact the NCC Highways department and the owner of the field to try and locate the sign.
- d. Remembrance Sunday. It was noted that a substantial number of people had attended. The trumpeter was particularly commended. The PA system from the regiment had not been available this year.
- e. Spar delivery lorries. It was **agreed** to continue to monitor this situation. Two lorries had parked simultaneously on one occasion and this was considered unacceptable.
- f. Listing of Wylam War Memorial. It was **agreed** that this would be progressed. The Clerk had collected all the necessary information from a recent SLCC Conference.
- g. Parish Council Budget for 2017/18. This would be reviewed at the December meeting of the Parish Council.
- h. Half Year Internal Audit 2016/17. F. Phillips' report would be available at the December meeting of the Parish Council.

106. DATES OF FUTURE MEETINGS

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

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 9.30pm.

