



Wylam Parish Council

**MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL
HELD ON 11th SEPTEMBER 2017 AT 7p.m. IN WYLAM INSTITUTE**

Councillors present: Mr. T. Appleby; Mrs. A. Francis (Chairman); Mr. J. Joures; Mr. J. Martin; Mr. T. Martin (Vice-Chairman); Mr. C. Percy; Mr. K. Trobe; Mr. J. Martin.

Also present: County Councillor Karen Quinn; Mrs. D. Carney (Clerk); Mr. S. James (Village Tree Warden); Ms. S. Spowart (Hexham Courant); 7 members of the public.

62. APOLOGIES FOR ABSENCE.

Apologies had been received from Councillor Mr. W. Nicholson.

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

Councillor T. Martin declared an interest in **Items 67(viii), (xvii) and 79.2b (payment to Wylam Nurseries).**

64. QUESTIONS FROM MEMBERS OF THE PUBLIC.

No questions were put.

65. REPORT FROM COUNTY COUNCILLOR KAREN QUINN.

Councillor Quinn reported on the following matters:

- (i) August had been a quiet month for the new administration at Northumberland County Council (NCC) with reviews of ARCH and Planning policies continuing. New finance had enabled further pothole repairs on the County's roads.
- (ii) Proposed Tynedale Community Learning Trust. Councillor Quinn had met with the Head Teacher at Wylam First School (WFS) and found the response to the proposed TCLT to be positive and enthusiastic. All Head Teachers of schools participating in the TCLT are positive about its benefits. It was **noted** that the Chair of Governors at WFS had offered to respond to Parish Council concerns, principally about how the TCLT would be governed and the seemingly dominant role of the Church of England in the governing body. (See also **item 67(iv)**).
- (iii) Proposed closure of Riversdale Surgery, Wylam. Councillor Quinn had met with GP's and the Practice Manager and Wylam Pharmacy to discuss residents' concerns. The Practice had

Signed: Date:
Chairman of Meeting

assured her that dispensing arrangements would not be affected adversely by the closure of the Practice. NCC is looking into public transport issues, use of ADAPT buses and private cars for patient transport to Prudhoe hoping to make the transition easier for patients. Members reiterated the Parish Council's concern, expressed in a letter to the Clinical Commissioning Group (CCG), unanswered to date, that no research appeared to have been done or to be in prospect on the current and future health needs of the area. Members felt that the CCG should be auditing health needs, and that the Parish Council should put pressure on the CCG to do so. The future scenario, due to plans for co-location hubs such as the Oaklands Health Centre in Prudhoe, of no GP Practice north of the Tyne between Throckley and Corbridge is a cause for further concern to the Parish Council.

- (iv) Holeyn Hall Road: clearance of impacted vegetation and gully clearance. Councillor Quinn advised that NCC would be removing the impacted vegetation on 14th September. The water on the road had been reported to Northumbrian Water.
- (v) NCC's Local Transport Plan 2018/19. Councillor Quinn asked the Parish Council to inform her of its three priorities as soon as possible.
- (vi) Weed spraying. Parish Councillor T. Martin indicated that NCC's programme of weed spraying had been poor during the 2017 season.
- (vi) Future of the Falcon Centre. In answer to a question from Parish Councillor K. Trobe, Councillor Quinn confirmed that NCC was conducting a review of its properties. Councillor Quinn had stressed the importance of the Falcon Centre to Wylam village and confirmed that there was no timescale for the property review.

66. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 10th JULY 2017.

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

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

- (i) Vegetation overhanging footpaths. A note is to be placed in the September Globe.
- (ii) Northern Rail: plans for Wylam Station House. Further information received from Mary Bythell would be included in the September issue of the Globe.
- (iii) Maintenance issues at Wylam Station. Not yet reported to Northern Rail. T. Martin and C. Percy would inspect the buildings and forward a list of maintenance issues to the Clerk.
- (iv) Proposed Tynedale Community Learning Trust (TCLT). A copy of the Parish Council's letter had been forwarded to Councillor Quinn. It was **agreed** to accept the offer made by M. Dunnett,

Signed: Date:
Chairman of Meeting

Chair of Governors at the First School, to come and speak to the Parish Council about the TCLT and answer questions from members.

- (v) Meeting with Gentoo. J. Martin reported that he had met with the Site Manager to discuss issues arising, principally illegal parking of contractors' vehicles. Parking space for contractors had been found within the site. Concern was expressed that contractor parking might again be problematic as the development nears completion and space becomes limited. The main building work is due to be completed by February 2018. Work on a sewer pie between The Orchard and the Institute will be handled via a lane closure and traffic lights. It was **agreed** that J. Martin would continue to liaise with the Gentoo Site Manager as part of an ongoing dialogue with the developers. It was further **agreed** that a meeting should be arranged with Gentoo to deal with other matters such as damage to a tree, replacement hedging and the promised Section 106 funds.
- (vi) Wylam entrance sign. The Parish Council would continue to look for an alternative location for this.
- (vii) Councillor profiles for website. T. Appleby agreed to provide a contact telephone number.
- (viii) Damaged riverside path at End Stephenson Terrace. The Clerk had informed Tim Fish that the fencing had been moved again. He had agreed to supply new signage, but this has not yet been installed. It was **agreed** to send a reminder about the signage to T. Fish and ask for an update on the preparation of design solutions. It was **agreed** that river erosion east of Wylam Bridge and possible remedial action would be discussed with an appropriate agency. It was **agreed** that the Clerk would identify the agencies with power to act in this regard.
- (ix) BT telephone kiosk at Chapel Lane. This is now owned by the Parish Council under the "Adopt a Kiosk" scheme. A notice would be placed in the telephone box to this effect to give contact details for the Parish Council. Discussion about financing a defibrillator to be placed in the kiosk would take place at a future meeting of the Parish Council.
- (x) Wylam Parish Council's survey of highway and footpath faults 2017/18 and inspection of Parish Council Assets. The format of these surveys would be discussed at the October meeting of the Parish Council.
- (xi) Meeting with NCC Neighbourhood Services: grass cutting and other issues. This meeting would be deferred until March 2018.
- (xii) Report from the Haughs Nature Reserve Management Advisory Group. The Group met on 19th July. This report and proposals for 2018 will be received at the October meeting of the Parish

Signed: Date:
Chairman of Meeting

Council. A group of volunteers had strimmed vegetation and Himalayan Balsam and raked up the arisings.

- (xiii) Defibrillator financing. This would be discussed at a future meeting of the Parish Council.
- (xiv) Clerk's Appraisal. A Job Review form had been received from SLCC for the Clerk to complete. NCC Payroll had implemented the revised hours as agreed by the Parish Council. The Clerk is to estimate hours work and pay due for Ovingham Joint Burial Committee and will report to the October meeting of the Parish Council.
- (xv) Strategic Plan for Wylam. J. Joures would report to a future meeting of the Parish Council.
- (xvi) Request for Disabled parking space at Bell Road. The consultation period closed on 22nd August and the application had been refused. It was **noted** that the Parish Council had supported the application, but was not a consultee.
- (xvii) Request for financial assistance from East Tynedale Parish & Town Councils Forum. The Secretary of the Forum had been notified that Wylam Parish Council had agreed to contribute £50.00 per annum towards the Forum's activities.
- (xviii) Speeding traffic on Holeyn Hall Road. It was noted that Wylam Road Safety Group had asked for a meeting with the Parish Council. It was **agreed** that a meeting would be arranged during October to review general safety issues and safety on Holeyn Hall Road and the impact of the new Co-op Store. A report would be made to a future meeting of the Parish Council.
- (xix) School parking on Bell Road. This would be discussed at a future meeting of the Parish Council. It was **agreed** that this should be raised at the meeting with M. Dunnett, Vice-Chair of Governors, and if necessary a letter would be sent to the School.
- (xx) NCC Green Dog Walkers Responsible Dog Ownership Campaign. This would be discussed at a future meeting of the Parish Council.
- (xxi) Falcon Centre as a Community Asset: request for meeting. A. Haddon had been notified that the Parish Council would not participate in the meeting. A. Haddon was present at the meeting and with the Chairman's permission, reported that Active Northumberland was enthusiastic about the potential of the Falcon Centre and had forwarded details of the meeting and the user group to NCC's Strategic Lead for Tourism. It was **agreed** that T. Appleby and K. Trobe would represent the Parish Council on the Falcon Centre Users Group.
- (xii) Matthew Hadden: Job Appraisal. T. Martin would report on this to a future meeting of the Parish Council.

Signed: Date:
Chairman of Meeting

68. CONSIDERATION OF LETTER AND PETITION FROM WYLAM RESIDENTS REGARDING CYCLISTS' BEHAVIOUR ON THE WAGGONWAY.

A copy of the letter had been circulated to members prior to the meeting. With the Chairman's permission, residents affected shared their experiences of the anti-social behaviour of some cyclists. It was **agreed:**

- That the Parish Council would write to NCC in support of the petitioners;
- That the Parish Council would ask NCC and Sustrans to review east- and west-bound signage along the Tyne Riverside Country Park Waggonway, requesting new signage to emphasise the shared use of the path;
- That the Parish Council would request that Sustrans include information about this stretch of the path on its website;
- To request that the Parish Council, Heddon Parish Council and Newburn Ward Councillors should be involved in discussions about signage;
- That the Clerk would contact all parties likely to have an interest in this issue.

It was **noted** that Liz Bray, a local resident, is a member of both the Northumberland and Tyne & Wear Local Access Forums and she would be willing to speak to the Parish Council about the issues involved and about the wider work of the Forums on Public Rights of Way and other routes. It was further **agreed** that the Clerk would notify Ovingham and Ovington Parish Councils of the problems being experienced on the Waggonway, as the Church of St. Mary the Virgin in Ovingham would be hosting a cycling fundraiser on 24th September.

69. REVIEW OF INFORMATION RECEIVED REGARDING PROPOSED CLOSURE OF RIVERSDALE SURGERY.

A copy of the correspondence received from the Riversdale Practice had been circulated to members prior to the meeting. It was noted that the letter did not answer the questions put by the Parish Council. It was **agreed** to write to the Practice to ask whether it had engaged with NCC regarding possible improvements to public transport services to the Oaklands facility in Prudhoe.

70. REVIEW OF PILOT PROJECT: DOG TRAINING CLASSES AT CHARLIE'S CORNER.

Copies of reports on the pilot project and correspondence received had been circulated to members prior to the meeting. The reports included reflections on the sessions by participants, an outline of the sessions and the rationale behind them and an assessment of other possible venues for dog training. The Chairman outlined the background to the decision to allow the pilot project. It was **noted** that the project had been well-received and valued by participants and that two letters of support, two letters of objection and one letter proposing no constraints on dogs at Charlie's Corner had been received. It was **agreed** that an article about the project would appear in the December issue of *The Wylam Globe* to invite further comments from residents on the project. It was further **agreed** that the Parish Council would then make a decision as to whether to allow Charlie's Corner to be used for further Dog

Signed: Date:
Chairman of Meeting

Training classes in Summer 2018. It was **agreed** that the “No Dogs” notices would remain in place.

71. CONFIDENTIAL ITEM: TO RECEIVE AN UPDATE ON MATTERS RELATING TO 3-4 LABURNUM TERRACE, WYLAM.

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).

The Clerk provided a progress report to members and a Confidential Minute was made.

72. REPORT ON FOOTPATH 9 IN RELATION TO PROPOSAL TO INCLUDE IN HERITAGE WALK.

C. Percy reported that the Ramblers had asked that Footpath 9 on the NCC Definitive Map of Public Rights of Way be included in the Heritage Way around the bounds of Tyne & Wear, which is about to be revived. However, they wished to take a detour north, around the old pit heap, due to long-standing erosion of the path along the river’s edge and potential slip hazards. This portion would in part be on Parish Council land and C. Percy had walked the route with a Ramblers representative to check if this was acceptable – he thought so. These signs had now been installed earlier than expected and had been well done. It was **agreed** retrospectively that the route taken and the signs were acceptable. However, as a section of the path, now being taken (not a Right of Way but on Parish Council land) passes the Allotments, It was **agreed** to inform the Chairman of the Wylam Allotments Association about the new route. It was **noted** that large parts of Footpath 9, as marked on the Definitive Map, are now in the River Tyne due to changes in the configuration of the riverbank, though apart from the section next to the former pit heap, good replacement paths now exist further up the bank. It was **agreed** that the Parish Council would request NCC to revise the Definitive Map to reflect the present route of Footpath 9. It was further agreed that a full report on Public Rights of Way would be discussed at a future meeting of the Parish Council, perhaps when Liz Bray was able to attend.

73. REPORT OF MEETING WITH THE NATIONAL TRUST (NT) TO REVIEW PLANS FOR GEORGE STEPHENSON’S BIRTHPLACE (GSB).

T. Martin’s notes from the meeting, held on 28th July with Andrew Poad of the NT had been circulated to members prior to the meeting. The NT had been researching George Stephenson’s family background, and visitor expectations about GSB. The Parish Council had emphasised that it was keen to host a public meeting on the NT’s findings soon, preferably before the end of October 2017. It was **agreed** that the Parish Council would contact Andrew Poad to arrange a public meeting.

Signed: Date:
Chairman of Meeting

74. NCC'S LOCAL TRANSPORT PLAN 2018-19: TO CONFIRM THE PARISH COUNCIL'S TOP THREE HIGHWAYS AND TRANSPORT PRIORITIES.

A copy of the correspondence received from NCC had been circulated to members prior to the meeting. It was noted that the 3 priorities sent in by the Parish Council for 2017/18 (Resurfacing of Main Road from the Ovingham Road junction to the Fox & Hounds; drainage at Ingham Terrace; reinstatement of Wylam Wood Road as a single carriageway with passing places) were not included in the list of Local Safety Schemes. It was **agreed** to contact NCC to find out why these had not been included. The Parish Council's priorities for 2018/19 were resurfacing of Chapel Lane; resurfacing of Bulls Bank carriageway and pavement, Ovingham Road; poor drainage at Ingham Terrace near the War Memorial and the imposition of a 40mph speed limit at the approaches to Holeyn Hall Road crossroads.

75. INFORMATION FROM SITE MEETING WITH NCC REGARDING SITING AND COST OF ADDITIONAL LITTER BINS.

The Clerk had met with Geoff Cairns of NCC on 30th August and discussed siting of additional litter bins. It was **agreed** in principle that the Parish Council would order three additional floor-standing litter bins for siting outside the Spar Shop, on Engine Dene near the existing post-mounted bin and at the western entrance to the Jubilee Field. It was **agreed** that landowner permission would be sought where necessary. It was **agreed** that the Clerk would advise members of the cost of the bins before placing the order.

76. REVIEW OF THE PARISH COUNCIL'S PREPAREDNESS FOR THE NEW EU GENERAL DATA PROTECTION REGULATION (GDPR).

Preliminary information on the GDPR had been circulated to members prior to the meeting. This new Regulation will apply to local councils and other organisations from 25th May 2018. The Northumberland Association of Local Councils is awaiting further information on how this will affect local councils and the action they need to take. This information would be made available to local councils soon.

77. CORRESPONDENCE (As listed).

A list of correspondence received since the last meeting (10/07/2017) had been attached for information only. The following items were brought to members' attention:

- a. NCC's Town & Parish Councils Conference (5th October 2017). It was **agreed** that D. Carney and J. Martin would attend.
- b. Letter from applicant for planning permission 17/002165/FUL. The applicant had objected to comments made by the Parish Council. It was acknowledged that the section of comment in question was inaccurate. It was **agreed** that the Clerk would write to the applicant.

Signed: Date:
Chairman of Meeting

78. PLANNING APPLICATIONS**78.1 Planning Applications considered by Parish Council since last meeting (10/07/2017)**

17/02338/FUL Wylam Garage, Main Road, Wylam.
Installation of plant and enclosures.

WPC Comment: Neutral. The Parish Council continues to have concerns relating to noise from the plant, which is in close proximity to a residential area, especially at night when other background noise (traffic) is at a minimum. We would ask that the County Council imposes a condition regarding maximum permitted noise level so that some regular monitoring of the plant can be done going forward. The Parish Council would have liked the plant to be more enclosed to reduce its visual impact, although such impact is limited, there being no windows from residential properties overlooking the installation.

17/02165/FUL 8 The Orchard, Wylam.
New four-bedroom dwelling.

WPC Comment: Object to the application. Application is for a new 4-bed house on the edge of an established low-density estate developed about 20 years ago in a very consistent style. The design is contemporary but with some use of stone cladding. It is very different from the standard house design used on the site; all 8 existing houses are to the same design and all aligned similarly, so giving the uniform but quite pleasant appearance (softened as it is now by fairly mature trees and hedges). It is the Parish Council's view that this development would adversely affect the character of the existing development by breaching the green edge to the north side of the current development. The design is not of sufficiently high quality to successfully complement the very different and consistently designed housing there already and the resulting two building plots would be unsatisfactory in terms of small size relative to house footprint and the closeness of the re-aligned access road to the Hall. The application should be refused. *(This is an edited version of the comments made to NCC. The full comment is available to view on NCC's website. See also Item 77b above).*

17/02552/FUL Stanleyburn House Residential Home, Station Road, Wylam.
Proposed dormer loft conversion to provide new apartment comprising of dormer windows.

WPC Comment: No objection.

Signed: Date:
Chairman of Meeting

17/02615/FUL 10 Woodvale Gardens, Wylam.
Two-storey extension to include open-plan kitchen diner & new master bedroom with en-suite and walk-in wardrobe. Porch area to be added to front elevation.

WPC Comment: No objection. The Parish Council feels that two-tone brickwork would help knit the extension with the existing dwelling and improve the appearance of the whole.

78.2 Planning applications approved by NCC since last meeting (10/07/2017).

17/01967/FUL Fourwinds, Holeyn Hall Road, Wylam.
Proposed replacement dwelling (re-submission).

17/02214/FUL Land North West of Hague Cottage, Wylam Wood Road, Wylam.
Variation of condition G13 (Plans) pursuant to planning permission T/20000052 to allow reduction of the garaging from four bays to two.

17/02338/FUL Wylam Garage, Main Road, Wylam.
Installation of plant & enclosures.

78.3 Planning applications withdrawn since last meeting (10/07/2017).

17/02165/FUL 8 The Orchard, Wylam.
New four-bedroom dwelling.

78.4 Planning applications refused permission by NCC since last meeting (10/07/2017).
None.

79. FINANCIAL MATTERS.

79.1 Report on Income Received since last meeting (10/07/2017).

a. Wylam Parish Council

DATE	SOURCE	AMOUNT
19/07/17	HMRC VAT (WPC)	£2,900.14
21/07/17	HMRC VAT (OJBC)	£2,295.28

b. Wylam Parish Council Old Post Office Community Account & Active Saver Account.

DATE	SOURCE	AMOUNT
31/07/17	SE Loveday - rent	£1,000.00
21/08/17	SE Loveday - rent	£1,000.00

The reports were **accepted**.

Signed: Date:
Chairman of Meeting

79.2 Consideration of schedules of payments to be approved at the meeting (11/09/2017).

The following schedule of payments was considered for approval at the meeting:

a. General Community Account Payments Schedule.

Inv. Date	Payee	Details of supply	Legal power	Chq. No.	Voucher	Total
13/07/17	SLCC	Job Review	LGA 1972 s112	103268	042	£150.00
18/07/17	Jenny Stewart	IT consultancy	LGA 1972 s142	103269	043	£50.00
18/07/17	Wylam Painting & Decorating	Benches/noticeboards	LGA 1972 s111	103270	044	£287.00
20/07/17	Tyne Valley Woodlands	Tree work – Nature Res.	Open Spaces Act 1906 ss9 & 10	103271	045	£989.40
12/07/17	Northumberland & Newcastle Society (NNS)	Subscription 2016	LGA 1972 s144	103272	046	£25.00
02/08/17	NCC	Payroll recharge 5	NALC SLCC Conditions of Service 1996; LGA 1972 s112.	103273	047	£1,358.58
07/08/17	East Tynedale Forum	Donation	LGA 1972 s 143(1)	103274	048	£50.00
18/08/17	Wicksteed Leisure Ltd	Play area safety inspection	Public Health Act 1875 s164; LGA 1972 Sch.14(27)	103275	049	£211.20
29/08/17	NNS	Subscription 2017	LGA 1972 s144	103276	050	£25.00
30/08/17	Wylam Nurseries	Plant material & hanging baskets	LGA 1972 s144	103277	051	£433.20
30/08/17	Royal British Legion	Wreath & donation	LGA 1972 s137	103278	052	£50.00
03/09/17	BDO LLP	Audit fee 2016/17	Local Audit & Accountability Act 2014; Accounts & Audit Regulations 2015.	103279	053	£360.00
05/09/17	M Hadden	Expenses	LGA(FP) Act 1963	103280	054	£5.96
06/09/17	NCC	Payroll recharge 6	NALC SLCC Conditions of Service 1996; LGA 1972 s112.	103281	055	£1,066.18
11/09/17	OJBC	HMRC VAT reclaimed	LGA 1972 s101; Local Audit & Accountability Act 2014; Accounts & Audit Regulations 2015	103282	056	£2,295.28
02/09/17	ID Computers	Laptop investigation	LGA 1972 s142	103283	057	£25.00

The payments were **approved**.

b. Wylam Post Office Account Payments schedule.

No invoices presented.

Signed: Date:

Chairman of Meeting

79.3 Consideration of requests for financial assistance received since last meeting (10/07/2017). Wylam Winter Tales Festival 2018.

Grant application forms had been received from the organisers of the Wylam Winter Tales Festival. Following a presentation from the Directors of the Festival, Gareth Davies-Jones and Simon Hackett, it was **agreed** to award a grant of £2,500.00.

79.4 Consideration of quotations received.

None received.

79.5 Review of external auditor's report and to approve and accept the Annual Return and certificate and Issues Arising Report.

Information received from BDO LLP had been circulated to members prior to the meeting.

- a. Annual Return and BDO LLP's Certificate. These were **approved and accepted**.
- b. Issues Arising Report. **This was received and accepted.** It was **noted** that BDO LLP had found that the Accounting Statements had been published on the same day as the commencement of the inspection period of the exercise of electors' rights. It was **noted** that this had been due to late postponement of the Annual Meeting of the Parish Council from 8th to 15th May 2017 as a result of the Parish Council election. It was **noted** that this issue would affect the answer to the question on the electors' rights period in the Annual Governance Statement for 2017/18, as the infringement had occurred during the 2017/18 Financial Year. It was **agreed** that Wylam Parish Council would ensure that the electors' rights inspection period commences after the accounting statements are approved and after the required notices have been displayed.
- c. Notice of Completion of Audit. It was noted that this would be published (including at www.wylamparishcouncil.org.uk) for at least 14 days as soon as reasonably possible before 30 September 2017 and would be made available for public access for a period of not less than 5 years.

80. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON THE FOLLOWING COMMITTEES AND GROUPS.

- a. Museum (C. Percy, T. Appleby)
C. Percy reported that a meeting would be set up with those involved in the Museum in the past, plus any other interested persons. Restricted opening hours are a hindrance to promotion of the attraction. It was **agreed** that this would be taken up with NCC. It was **noted** that K. Trobe and T. Appleby had agreed to join the recently formed Falcon Centre Users Group. (See **item 67(xxi)**).
- b. Wylam Playing Fields Association (A. Francis)
A. Francis reported that a donation of £7,000.00 from Wylam Freemasons Lodge was in prospect. The new Wylam Co-op Store would be organising a family activity day on 23rd

Signed: Date:
Chairman of Meeting

September. CCTV cameras have been donated by the Black Bull Inn but had not yet been installed. Litter has remained at manageable levels thanks to Matthew Hadden's input and there had been no vandalism over the summer months.

c. Ovingham Joint Burial Committee (T. Martin, K. Trobe, D. Carney)

T. Martin reported that the Committee had met on 5th September 2017. The Superintendent had attended the meeting and this had been much appreciated. Gravestone topple-testing would be arranged through NCC. T. Martin and D. Carney would inspect the North Chapel following reports of a tripping accident. The Clerk's salary had been agreed and would be presented for approval to a future meeting of the Parish Council. The Clerk's salary would be paid by Wylam Parish Council and then re-charged to the Committee's bank account. A site visit regarding the Grounds Maintenance contract would be held.

d. Tree Warden (S. James)

No report.

e. Wylam Institute Committee (J. Joures, B. Nicholson)

J. Joures reported that he had agreed to be 'shadow' Treasurer.

f. East Tynedale Parish & Town Councils Forum. (T. Martin)

The AGM had been held on 26th July. The Forum had received financial support for the coming year from 10 out of 13 parishes in East Tynedale, enough to enable it to continue its activities. Issues being considered were costs and contracts for Vehicle Activated Display (VAD) signs and types available. With respect to erosion on the River Tyne, T. Martin had met with Guy Opperman MP who had passed on various useful contacts. C. Percy expressed an interest in the latter as a resident of Stephenson Terrace.

g. West Area COSH. (J. Martin)

The meeting had been concerned with provision of preventative information related to recent sexual grooming scandals. Information from the meeting on scams would be published in *The Wylam Globe*.

81. CONSIDERATION OF URGENT ITEMS AND ITEMS FOR A FUTURE AGENDA.

- (i) 'Football pitch' at Engine Dene. A letter of objection from a nearby resident was **noted**. It was **agreed** that a reply would be sent. The resident responsible for the 'pitch' would also be contacted. The Clerk had contacted NCC for their view, as the 'pitch' is on land in its ownership. It was further **agreed** that when NCC's view was known, the Parish Council would decide what action to take.

Signed: Date:
Chairman of Meeting

- (ii) SCA Community Consultation Forum.
J Martin agreed to attend the next meeting on 10th November from 1.30 – 3pm. A. Francis would attend in J. Martin’s place if necessary.
- (iii) Himalayan Balsam. D. Peel and volunteers had reported that the North bank of the River Tyne was now clear. Members expressed their appreciation of the volunteers’ work.
- (iv) Extra litter collections. T. Martin reported that he had been collecting larger items of litter over the past few months, together with 6 bags of litter collected by M. Hadden from the top of Holeyn Hall Road, which had been deposited in a skip at Wylam Nurseries. It was **agreed** to monitor the amount of litter, and if necessary, order a skip and organise a further litter pick.
- (v) Annual Maintenance schedule. T. Martin reported that he had prepared tender documents for maintenance at the Chinese Field (Jackson Road), Holeyn Hall Road hedge/trees and for tree and hedge work at Hagg Bank Play Area. Quotations would be considered at a future meeting of the Parish Council.
- (vi) Tyne Valley Community Rail Partnership. C. Percy reported that he had been invited to serve as a member of the Board, but felt unable to accept the invitation at present. It was **agreed** that the Parish Council would nominate C. Percy for co-option to the Board as and when his other commitments permitted.
- (vii) Parking at Woodvale Gardens. A resident had complained about cars and larger vehicles parking at the entrance to this street blocking sight lines on to Main Road and that cars and other vehicles were using Woodvale Gardens as a turning place. Complaints about these matters had been received in the past. It was **agreed** to look at this problem as part of the meeting with Wylam Road Safety Group.
- (viii) Remembrance Sunday arrangements. The Clerk had been informed that the service at the War Memorial would be held at 10.45am before the church service which would begin at 11.30am.
- (ix) Signage for local shops. This had been requested by the proprietor of the Spar Shop. It was **agreed** to contact NCC to ask for “Local Shops” signage.
- (x) Museum Signage. It was **noted** that this could be improved, but provision of NCC signage would depend on an adequate level of footfall at the Museum. The Clerk would ask the Librarian to provide footfall data.

Signed: Date:
Chairman of Meeting

82. CONFIRMATION OF DATES OF FUTURE MEETINGS.

To confirm the schedule of meetings as follows:

- Monday 9th October 2017
- Monday 13th November 2017
- Monday 11th December 2017
- Monday 8th January 2018
- Monday 12th February 2018
- Monday 12th March 2018
- Monday 9th April 2018
- Monday 14th May 2018 (Annual Meeting).

Meeting closed at 10.15pm.

Signed: Date:
Chairman of Meeting