



*Wylam Parish Council*

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**MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL  
HELD ON 14<sup>th</sup> JANUARY 2019 AT 7 PM. IN THE INSTITUTE**

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**Present:** Councillors J Joures (Chairman) Mr T Appleby, Mrs. A. Francis (Vice-Chairman), Mr. C. Percy, Mrs. S. Robinson and Mr K Trobe

**Also present:** Marie Moore (Parish Clerk), Diana Carney (Parish Clerk), County Councillor Karen Quinn; Liz Bray (Village Tree Warden), 2 members of the public.

**1. Apologies for Absence.**

Apologies had been received from Councillors J Henderson and J Martin

**2. Declarations of Disclosable Pecuniary Interests in Items on the Agenda**

Councillor K Trobe declared an interest in item 6.5 (Cherry Tree Lane Surfacing)

**3. Questions from members of the public.**

3.1 Cyclists on Wylam Bridge – There was concern that the signage on the bridge encouraged cyclists to use the footpath and that this represented a danger to pedestrians. Signs asking cyclists to dismount had been removed and the signs painted onto the road surface were a little misleading.

It was **Resolved** that the matter be raised with Northumberland County Council.

3.2 Online availability of Parish Council Minutes – the latest minutes on the website were September 2018. The new Clerk and two members of the Council were to undertake training to enable them to update the website more effectively.

It was **Resolved** that the Parish Council Minutes be added to the website as soon as possible.

**4. Report from County Councillor Karen Quinn.**

Councillor Quinn reported on the following matters:

- 4.1 Bus Stops on Holelyn Hall crossroads – discussion to move the stops to a safer location were ongoing.
- 4.2 Bluebell Close – issues relating to parking in the area were to be raised with the County Council.
- 4.3 Prudhoe Community High School – progress with regard to the Tyne Community Learning Trust was positive.
- 4.4 Wall at Hedley Meadows – retrospective planning permission had been granted for the wall but residents remained unhappy with the situation. Attempts were being made to come to a solution that would be more acceptable to residents.
- 4.5 Retirement of Wylam Institute Trustees – an event had been held to mark the retirement which Cllr Quinn had attended
- 4.6 Northumberland Local Plan - comments on the 'Publication Draft' of the Local Plan will be invited during a six week period between 30 January 2019 and 13 March 2019.

Signed: ..... Date: .....  
Chairman of Meeting

## 5. Confirmation of the Minutes of the Meeting held on 10<sup>th</sup> December 2018

**Resolved** that the minutes of the Parish Council Meeting held on 10<sup>th</sup> December 2019 be confirmed as a correct record and signed by the Chairman.

## 6. Clerk's Report

6.1 Road safety consultation with residents – There were significant road safety concerns within the village which needed further action. Wylam Wood Road to Hagg Bank was felt to be the highest priority for action although there were other locations to be addressed i.e. adjacent to the Fox and Hounds and the Co-op. Although it had been suggested that a questionnaire be used to gather the views of the community it was felt that face to face consultation would be preferable.

With regard to the existing 20mph limit through the village it was felt that more needed to be done by the County Council to make drivers aware that they should be driving within this limit.

Finally, there was reference to the use of community speedwatch schemes in speeding/road safety 'hot spots'.

It was **Resolved** that

- i. Membership of the existing Road Safety Group be extended to include Cllrs Appleby and Trobe plus any interested members of the local community who were interested.
- ii. The County Council be contacted to ask whether it is possible to improve the signage relating to the 20mph zone.
- iii. Further investigations be carried out into the possibility of a community speedwatch scheme within the Village.

6.2 Vehicle-activated speed sign at Station Road – Northumberland County Council (NCC) had been asked to repair the sign.

6.3 Anti-social behaviour on land east of George Stephenson's Birthplace – The landowner had not yet been contacted.

6.4 Quotations for tree work at The Orchard – Invitations to Tender had been sent to three contractors and this would be followed up as the work needed to be complete by the end of March

6.5 Cherry Tree Lane surfacing – as this was an unadopted highway it was **Resolved** that investigations be carried out to determine who is responsible for the maintenance of the Lane and the matter be discussed at a future meeting.

6.6 Poor quality broadband in Wylam – it was noted that Councillor Henderson had written to BT on this issue.

6.7 Quotation for a gas safety check at 3-4 Laburnum Terrace – The Lease had been surrendered and the tenant had moved out. Arrangements were being made to cancel the British Gas contract and a quotation would be obtained for a gas safety check at the property.

Information had been received from the Insurers setting out the insurance implications of the property being vacant.

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The future use of the building required further detailed consideration particularly as there were ongoing costs associated with owning the property. Prior to holding a further meeting all Councillors would familiarise themselves with the building. Approaches would also be made to suitable qualified local people for informal advice on future options.

It was **Resolved** that

- i. Arrangements be made to ensure that the unoccupancy conditions notified by the insurer be fulfilled as a matter of urgency.
- ii. Councillors Joures and Trobe take on responsibility for inspecting the property on a weekly basis for evidence of unauthorised access.
- iii. A further meeting be held at 6.00pm on Monday 28<sup>th</sup> January 2019 to discuss options for the future use of the premises.

6.8 Ivy-clad trees on west side of Holeyn Hall Road – NCC Highways (R. McKenzie) and Tree Officer (John Alderson) had been notified of concerns.

6.9 Overcrowded rush hour trains – Northern had not yet been contacted.

6.10 Wylam Parish Council Budget/Precept Demand for 2019/20 – The Precept Demand form for £44,000.00 had been completed and sent to NCC.

6.11 Review of Wylam Parish Council Asset Register – This was due to be completed by the end of the financial year.

6.12 Wylam Parish Council's website – Councillors Percy and Henderson alongside Marie Moore (Clerk) would be taking part in a training session later in January to enable them to update the website when required.

6.13 Citizens Advice Session in Wylam – Councillor Martin to provide an update to a future meeting.

6.14 Wylam Parish Council Tree Policy – The document had been amended and would be uploaded to the website.

6.15 Review of Wylam Parish Council's Grant Award Policy – This would be considered at a future meeting of the Council.

6.16 NCC Consultation on proposed car parking charges at selected coastal and railway car parks – The Parish Council's response had been acknowledged by NCC.

6.17 Quotations for floral displays and maintenance at Holeyn Hall crossroads for 2019 – Wylam Nurseries had been notified that its quote had been accepted.

6.18 Grant to Wylam Brownies. A cheque had been sent.

## 7. **Falcon Centre**

A drop-in session had been held to consider the future use of the building but since then there had been no further action. The County Council had not provided any further information about its future plans for the building nor had there been any developments with regard to the possibility of relocating the GP surgery to the site.

The Centre did not have a formally constituted user group which was considered vital to taking forward any future plans, particularly if funding was being sought.

## 8. **Documenting Wylam Project**

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Members considered the final proposals and costings for this project prepared by Coachroad Productions.

With regard to whether any additional Heritage Lottery Fund (HLF) money would be available for the project it was stated that this would need to be looked at further by the School in conjunction with Coachroad Productions. This could potentially also result in Arts Award funding being made available. There could also be discussions with the HLF about the availability of funding for other heritage initiatives in the area.

It was **Resolved** that

- i. The proposals and costings be approved
- ii. Payments be made on a staged basis in accordance with terms and conditions of grant. These to include that payments be made subject to satisfactory progress and evidence of spend. Also, that savings be made on equipment hire wherever possible.
- iii. Publicity for the project be prepared in partnership with the School. Councillor Robinson to lead on this.
- iv. An article be prepared for the next edition of the Globe. Councillor Joures to lead on this.
- v. Consideration be given to whether more than one performance will be required for the event premiere. Councillor Robinson to lead on this.

**9. Action Plan for 1919/20**

Councillor Joures had circulated documents on this issue with a view to the Council agreeing an Action Plan for the coming financial year.

It was Resolved that Councillors should review these documents with a view to the matter being discussed further and an Action Plan for 1919/20 being finalised.

**10. Review of Location for Silent Soldier**

Both of the 'Silent Soldiers' located in the village, to commemorate the centenary of WW1, were owned by private individuals. As the period of commemoration had now ended a decision was now needed on their future. One owner had expressed their wish that the Soldier should remain in situ at the War Memorial.

Councillor Appleby reported that his Battery (204 Junior Rank) of the Tyneside Scottish & Irish were looking for a Silent Soldier to be permanently located in their HQ.

There was general consensus that whilst they should be moved from their current locations, one should stay in the Village.

It was **Resolved** that

- i. Councillor Appleby should approach one of the owners to ask whether he would give his permission for the relocation of the Soldier to the Battery HQ.
- ii. The Clerk contact Wylam Institute and St Oswin's Church to ask whether one of the Soldiers could be permanently relocated to their land.

**11. Final Review of Waggonway Signage**

Members considered the signage options that had been submitted by Northumberland County Council.

It was **Resolved** that

- i. the preferred option would be that which stated in large lettering on a yellow background 'SHARED USE PATH CYCLISTS SLOW DOWN AND GIVE WAY TO OTHER USERS'

Signed: ..... Date: .....

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- ii. The County Council should be asked whether it would be possible to have some signs with the alternative wording, located at intervals between the main signs. This would have the effect of reinforcing the message.

**12. Review of Planning Advisory Group Terms of Reference**

The effectiveness of the current process for commenting on planning applications was discussed and it was acknowledged that it should be reviewed to ensure that the Council was more responsive to local planning issues.

It was **Resolved** that

- i. A further report on this issue be considered at the next meeting. This report to be prepared by Councillor Percy.
- ii. A report on the Local Plan consultation be submitted to a future meeting of the Council by Councillor Percy.

**13. Councillor Training**

It was **Resolved** that a bespoke training event for all members of the Parish Council, delivered by the Northumberland Association of Local Councils (NALC), be arranged at a total cost of £75.

**14. Hagg Bank Play Area**

A number of maintenance issues with the site had been identified both by the NCC weekly inspections and also by local residents.

It was **Resolved** that quotes be obtained to address the issues highlighted as soon as possible.

**15. Correspondence**

It was **Resolved** that the correspondence received since the last meeting, and submitted for information only, be noted.

**16. Planning Applications**

- 16.1 Planning applications considered by the Council since the last meeting – no comments received
- 16.2 Planning applications approved by NCC since the last meeting – none
- 16.3 Planning applications withdrawn since the last meeting – none
- 16.4 Planning applications refused by NCC since the last meeting – none

**17. Financial Matters**

After considering the information submitted

It was **Resolved** that

- i. the financial reports to 31.12.18 reports be received
- ii. the following schedule of payments be approved and the cheques duly signed:

General Community Account

Payee	Purpose	Legal Power	Amount
C. Percy	Museums Association Subscription	LG(FP) Act 1963	£58.00
J Henderson	Expenses – NCC Social Media training	LG(FP) Act 1963	£20.00

Signed: ..... Date: .....  
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Tyne Valley Woodlands Consultancy	Winter maintenance	Open Spaces Act 1906, ss. 9 & 10	£852.00
NCC	Grass cutting 2018	Public Health Act 1875 s164 (LGA 1972, Sch.14, para.27) Public Health Acts Amendment Act 1890, s.44 Open Spaces Act 1906, ss9 & 10.	£3,801.20
NCC	Falcon Centre Rent (4)	LGA 1972 s.145	£300.00
D Carney	Clerical expenses	Local Government (Financial Provisions) Act 1963	£211.85

#### Wylam Post Office Account

Payee	Purpose	Legal Power	Amount
Ward Hadaway Solicitors	Legal advice	LGA 1972 s 111	£1,017.60
NCC	3-4 Laburnum Tce, Council Tax	LGA 1972 s 111	£546.44
NCC	3-4 Laburnum Tce, NNDR	LGA 1972 s 111	£395.08

- iii. The bank mandate forms for the Parish Council's accounts be completed.
- iv. The sum of £400 be transferred from the Current Account to the Play Area account as per the 2018/19 budget and the letter of authorisation be signed by the authorised signatories.

#### **18. Reports from Parish Council Representatives**

It was **Resolved** that the following reports be received.

- 18.1 Wylam Railway Museum & Heritage Group – A meeting of this group would be arranged. New items had been added to the collection including a map of the area pre railway. Arrangements would be made to get this valued. Discussions would also be held with appropriate bodies with a view to greater involvement in the 'Land of Oak and Iron' heritage initiative.
- 18.2 Wylam Community Playing Field Association – there had been some damage to the cricket screen so security was being reviewed. Fundraising efforts were ongoing. Planning permission had been applied for for storage on the site.
- 18.3 Ovingham Joint Burial Committee – The grounds maintenance contract for the cemetery was moving into its final year so the Committee would need to review the existing contract and prepare a new one for 2019/20 onwards.
- 18.4 Village Tree Warden – The warden reported that a letter had been drafted to send to residents of Stephenson Terrace with regard to the tree work planned in the vicinity. This was currently with the County Council for comment before being issued by the Parish Council to affected residents.

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Work to replace trees at Orchard Corner would need to be carried out by the end of March. Some may need to be located at alternative sites. Quotations for this work should be obtained by the end of January to enable the work to go ahead.

A local resident had requested to plant a tree in the Village. It was suggested that the Nature Reserve would be a good location for this but it was felt that a meeting of the Nature Reserve Working Group should be arranged to discuss this before anything is finalised.

It was felt that a moratorium may have to be placed on requests to plant trees given the number coming forward.

18.5 Wylam Institute Committee – nothing to report

18.6 Rights of Way & Environment Group – a meeting would be arranged by Councillor Percy with regard to the nature reserve

18.7 Tynedale Local Area Committee – details of future meetings of the Committee be forwarded to Councillors Percy, Appleby, Trobe and Francis

## 19. **Minor Items and Items for Future Agenda**

It was **Resolved** that the following items be received and action taken as detailed

- i. Presentation to Reece Foundation –an invitation be sent to the Foundation to meet to enable the Council to update the Foundation on relevant areas of work, including outlining its work on the Documenting Wylam project. Bryan Dixon of Coachroad Productions be invited to attend.
- ii. Engine emissions from queuing traffic at level crossing – this matter be raised with the County Council
- iii. Riverside footpath – The County Council be asked for an update on the current position particularly the formal footpath diversion.
- iv. Riverbank erosion – any signs of further erosion to be reported to Arran McNeil at the County Council.
- v. East Tynedale Community Forum – the Council should be represented at these meetings. Future agenda be forwarded to members to determine attendance.
- vi. Dangerous wall bordering Priorsdale on the western end of Woodcroft Road – this had been notified to the County Council who were to inspect it and determine who was responsible.
- vii. Retirement of Parish Clerk – The Chair thanked Diana Carney for her many years valued service as Clerk to the Parish Council and wished her a very happy retirement. The other members of the echoed these comments.

## 20. **Dates of Future Meetings**

It was Resolved that future meetings of the Parish Council be held at 7.00pm at Wylam Institute on the following dates:

Monday 10<sup>th</sup> February 2019  
 Monday 11<sup>th</sup> March 2019  
 Monday 8<sup>th</sup> April 2019  
 Monday 13<sup>th</sup> May 2019 (Annual Meeting)

The meeting closed at 10.00pm

Signed: ..... Date: .....  
 Chairman of Meeting

Signed: ..... Date: .....  
Chairman of Meeting