

# Wylam Parish Council

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## MINUTES OF AN ELECTRONIC ORDINARY MEETING OF WYLAM PARISH COUNCIL HELD ON 14<sup>th</sup> SEPTEMBER 2020 AT 7 PM

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**Present:** Councillors S Duckworth (Chair), A Francis, J Henderson, J Martin, C Percy and H Waddell

**Also present:** Marie Moore (Parish Clerk) L Bray, J Robinson (Hexham Courant) and 1 member of the public

### Questions from Members of the Public

1. A resident referred to the decision at the meeting held on 13<sup>th</sup> July 2020 with regard to 'tree no. 13' to the front of his property up against the boundary wall. He had obtained three quotes for the work, the cost of which would be met by him. The tree had been inspected to ensure that there were no birds and bats in situ and contractors were therefore happy to proceed as soon as possible.

**Resolved** that permission be granted for the tree to be removed as soon as possible with the date of felling being communicated to the Council in advance.

### Report from County Councillor K Quinn

A written update had been provided as Councillor Quinn had submitted her apologies for the meeting. The issues included resident concerns about parking issues at Swindale Cottages, anti-social behaviour in the vicinity of the Co-op and school transport.

#### 1. Apologies for absence

K Quinn

#### 2. Declarations of Interest from members on items on the Agenda

None declared.

#### 3. Minutes

**Resolved** that the minutes of the extra-ordinary meeting held on 3<sup>rd</sup> August 2020 be confirmed as a correct record and signed by the Chairman.

#### 4. Annual Tree Survey & Report of the Tree Warden

A copy of the Annual Tree Survey and associated recommendations for action had been circulated to members of the Council. Particular reference was made to the trees on the 'Pit Heap' and it was noted that there had been no significant changes since the survey carried out by an MWA Arboriculture Ltd in 2015. Northumberland County Council (NCC) would however need to be contacted again about signposting the diversion around the Heap to avoid potential hazards.

**Resolved** that:

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

Chairman of Meeting

- i. The content of the Annual Tree Survey 2020 be noted and the actions detailed therein be actioned by the Clerk and Tree Warden as appropriate with quotes being obtained where a contractor needs to be involved.
- ii. The Tree Warden update for September 2020 be noted.

#### 5. **Report of the Village Handyman**

The Handyman had identified a number of issues that required action a number of which were the responsibility of Northumberland County Council. In particular he highlighted the fact that the hedge on Station Road was overgrown and presented a problem for pedestrians.

##### **Resolved** that:

- i. The report be noted and actioned as appropriate.
- ii. A letter be drafted to the owners of the land/hedge on Station Road asking that they cut back the hedge on the grounds of pedestrian/road safety.

#### 6. **Parish Council Vacancies**

The Clerk reported that NCC had confirmed that following the 'Notice of Vacancy' resulting from the resignation of J Joures there had not been a call for an election. The Council was therefore free to make arrangements to co-opt new members.

S Duckworth was of the view that as the next local elections were still some 8 months away, the Council had two vacancies and a further resignation would leave the Council in a very difficult position, we should move to fill these by co-option as soon as possible.

**Resolved** that the Clerk make arrangements to advertise the vacancies and invite applications as soon as possible.

#### 7. **Village Plan**

S Duckworth stated that he had asked that this item be added to the agenda as he was keen that a Plan should be developed for the village covering issues such as community assets and facilities and future priorities. This could then be used as the basis for future projects and funding bids. He would start scoping an outline of the Plan and would circulate his thoughts via email. This would then be used as the basis for future discussion.

**Resolved** that the report be received and an outline for discussion be circulated in due course.

#### 8. **Anti-Social Behaviour Update**

The Clerk referred to discussions with NCC and the Police with regard to anti-social behaviour (ASB) issues experienced in the Village over recent months and the proposal to introduce a Public Spaces Protection Order (PSPO) for the Parish Council area. She had hoped to have an update on the process and timing for the PSPO but no further information had been received.

Members noted that whilst things generally seemed better in terms of ASB there was a possibility that new Covid-19 restrictions could be implemented and that the situation could deteriorate. It was therefore vital that the PSPO was in place so that problems could be tackled by the Police.

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

Chairman of Meeting

**Resolved** that NCC be asked for an update on the proposed PSPO with information being circulated when available.

#### 9. **Remembrance Sunday 2020**

The Clerk asked for Members view's on the proposed arrangements for Remembrance Sunday 2020 given existing and possible future Covid-19 restrictions. Information had been circulated by NALC from the Association of Civic Officers which contained some suggestions rather than guidance as clearly communities would still wish to pay their respects to the fallen.

Information on the Royal British Legion website indicated that they would be reviewing plans in the autumn in line with current legislation/guidance.

**Resolved** that the matter be deferred until the next meeting and arrangements be discussed in line with current Covid-19 restrictions.

#### 10. **Falcon Centre Grant Aid Request**

Members considered an application for grant aid in relation to the printing costs of a community survey regarding the potential future use of the Falcon Centre. C Percy also provided an update on the current position with the User Group and its plans for the building.

Wider community involvement in the process had been delayed because of Covid-19 but an article would be included in the next edition of the Globe to explain the situation. Steps were also being taken to become constituted.

In considering the application Members noted that as the survey had been distributed it was now a retrospective application. Further, as the Falcon Centre User Group were not yet constituted, the application had been submitted on its behalf by another charitable company.

The Chair indicated that whilst he was supportive of the Group and its aims he could not support the application for the reasons stated above. In moving forward it was essential that the User Group became formally constituted.

**Resolved** that the application be refused on the grounds that it is retrospective and also submitted by a third party charitable organisation.

#### 11. **Sport Tynedale Grant Aid Request 20/21**

An application had been received from Sport Tynedale to contribute towards its work in supporting voluntary sport in the Tyne Valley and Ponteland areas in West Northumberland.

A Francis was aware of the work of this organisation and was supportive of a donation on the basis that this may enable local beneficiaries to access financial support, training etc.

**Resolved** that a donation of £100 be made to Sport Tynedale with a request that the Parish Council is informed of any local beneficiaries.

#### 12. **Allotment Agreement**

The Clerk reported on negotiations that had taken place, with the Allotment Association who managed the Haughs Allotments on behalf of the Parish Council, on a new three year agreement. A copy of the final draft had been circulated.

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

Chairman of Meeting

**Resolved** that

- i. The agreement be approved and signed by the Clerk on behalf of the Council
- ii. The Association be advised to contact their insurer on the issue of liability and trespass.

### 13. Finance

**Resolved** that

- i. The payments detailed in appendix D be approved subject to the addition of a payment of £49.31 to M Hadden in respect of expenses.
- ii. The financial reports to August 2020 be received
- iii. The bank reconciliations for August 2020 be received.
- iv. The quote received from Amberol Ltd for 3 new barrel planters in the sum of £313.75 plus VAT be approved.
- v. The quote for the new name/contact detail signs for the 5 Parish Council noticeboards be approved at a cost of £11.50 +VAT each.
- vi. A further quote be obtained for gate signage at Hagg Bank Play Area.

### 14. Planning Applications and Decisions

**Resolved** that

- i. The applications and decisions set out in the report be noted.

### 15. Correspondence

**Resolved** that the correspondence received since the last meeting be noted and actioned where appropriate.

**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).**

### 16. Data Protection

The Clerk referred to the data protection issues that had followed the Council's consideration of the Silent Soldier correspondence. The matter had been referred to the Information Commissioner and a response had been received to say that no further action was necessary. They did however ask the Council to consider a number of recommendations. These were considered in turn and the proposed actions set out. The Clerk would ensure that the Council complied with these recommendations in its future work.

**Resolved** that the report be received and the actions outlined be approved.

### 17. Riverside Footpath

The Clerk reported on the current position with regard to the legal advice obtained by both the Parish Council and the adjacent landowner. A further opinion had been requested from the NALC solicitor and legal advice was being obtained via the Council's Insurer.

**Resolved** that the report be received.

### 18. 3-4 Laburnum Terrace

The Clerk reported on the most up to date information with regard to the sale of the property as provided by the Council's Estate Agent.

**Resolved** that the report be received.

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

Chairman of Meeting

**19. Minor items & items for the agenda of a future meeting**

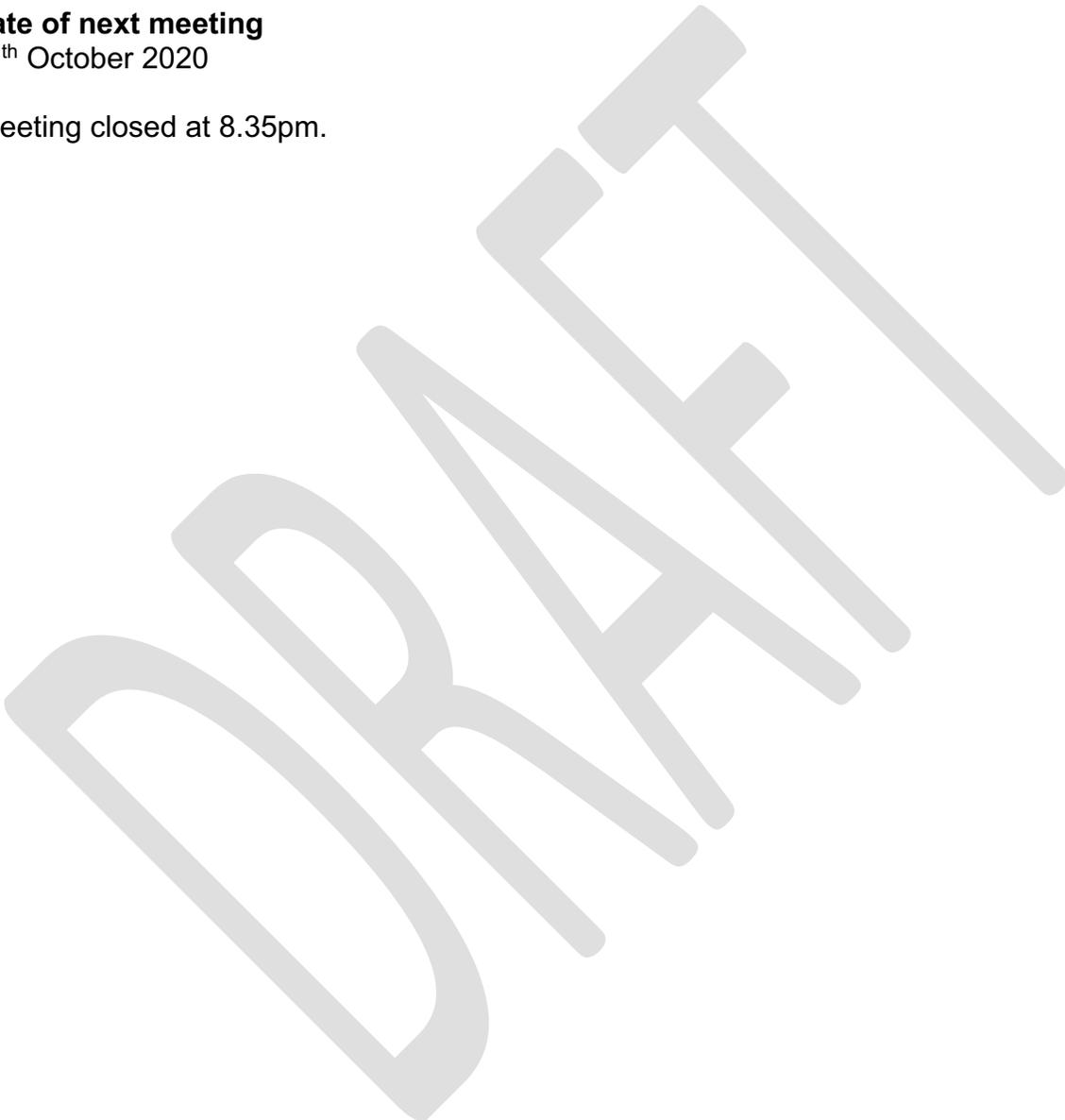
**Resolved** that the following items be added to future agenda:

- Charlies Corner
- Local Transport Plan priorities 20-21
- Village footpaths
- Invasive Species
- Litterbins

**20. Date of next meeting**

12<sup>th</sup> October 2020

The meeting closed at 8.35pm.



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