

NEWTON on the MOOR & SWARLAND PARISH COUNCIL

DRAFT 2 Minutes of the Annual Meeting of the Parish Council held at 19.55
following the Annual Parish Meeting
on **Wednesday 23rd May 2018 in the Jubilee Hall, NotM.**

1.	<p>Council make-up Election of Chairman and Vice-Chairman. Cllr Francis was proposed by Cllr Anderson, and this was agreed. Cllr Woolfrey was proposed as Vice-Chairman by Cllr Francis, seconded by Cllr Gallico and this was agreed.</p>	
2.	<p>Present: Cllr D. Francis, Cllr S. Gallico, Cllr S. Woolfrey, Cllr Mrs S. Stanley, Cllr G. Anderson, Cllr Mr D. Rixon, The Clerk was in attendance.</p>	
3.	<p>Absent: Cllrs Mansfield and Jones.</p>	
4.	<p>Declarations of Interest in items on the agenda: None.</p>	
	<p>Appointment of Committee Members and Representatives The following appointments and changes were agreed; a. Vyner Park Charity Management Committee (SS,NM,SW and SG). b. Joint Cemetery Committee (GA and NM unless Cllr NM is unable). c. Swarland Village Hall Representative (SW) d. Davison's Obelisk Working Party (Chairman and Vice Chairman if required). e. Swarland Village action (NM unless Cllr NM is unable). f. Swarland 1st School – this is to be deleted from the list of formal representatives. g. Swarland Show (GA). h. Complaints Committee – Membership of Committee to be decided depending on/if complaint received. i. Finance Group (Chairman, SG, DR). j. Percy Wood Country Park Liaison (SS).</p>	
5.	<p>Minutes of the meeting held on 25th April 2018 – The Clerk pointed out the minutes did not record the grant payment of £2000 to SVH. With this amendment the minutes were agreed and signed as a true record.</p>	
6.	<p>To consider matters arising from the meeting on 25th April 2018 a. <u>Speed Monitoring signs update (Clerk)</u> – The Clerk had contacted NCC for an update on progress on the proposed bulk buying scheme for interactive speed monitoring signs but the lead officer has retired. The Clerk will pursue the matter with NCC. With regard to the planned speed control measures to be installed in NotM, NCC have asked if PC wants all works to be done at same time or do signs/road markings before or after rumble strips are installed. PC agreed all work to be done in whatever order was most convenient and quicker for NCC. Clerk to advise NCC. b. <u>Coast View road condition and drainage issues</u> – PC was unclear about current position regarding NCC works to be done to either adopted or unadopted parts of Coast View road. Clerk to contact residents who raised issue with a view to seeing if PC can add any weight to resolving problem and get back to Cllrs before next meeting. c. <u>Planting of replacement tree by Northern Powergrid</u> – Suggested location (Vyner Park) passed to NCC by Clerk but no response received. Matter to be passed to VP Charity to pursue. d. <u>Condition of animal shelters Percy Wood (matter raised by resident)</u> – Cllr Stanley reported that the roofs have been removed and barriers put in place. She has spoken to new owners Harrison Leisure and to NCC Conservation Officer Ian McCaffrey about history of situation and community feeling. Conservation Officer very serious about situation and wants shelters restored. Evidence of bats has been found in wall crevices halting works and so ecological survey to be done. Harrison Leisure have taken responsibility for situation - their understanding was that previous site owners had already paid for works to be done – but they will do whatever is required. Cllr Mrs Stanley has updated the resident who raised the matter. e. <u>Bus Shelter opposite Cook & Barker</u> – Cllr Francis said that new owner of adjacent development site has now put in a planning application (18/01559/FUL) which recognises the PC's concerns, which does not require the removal of the bus shelter and also includes renovation of the old stone wall adjacent to entrance gate. He reminded Cllrs to comment on the application.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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7.	<p>Requested agenda items</p> <p>a. <u>Vyner Park update (Cllr Stanley)</u> – VPC looking to extending kitchen and improving storage and these plans need clarifying and finalising, also who will be paying for what.</p> <p>b. <u>Speeding in Newton on the Moor (Cllr Rixon)</u> – Cllr Rixon reported that approximately one month previously a car came downhill at speed and only just missed him. Cllr Rixon asked that when speed control measures are done, the ‘Give Way’ white lines could be repainted in NotM and at the Swarland 1st School crossroads at little extra cost. Also road signs have become obscured by trees. Clerk to get details from Cllr Rixon and take up with NCC.</p> <p>c. <u>Formal complaint about NCC Planning and response from Liz Sinnamon. Cllrs to consider further action if necessary</u> – Clerk to send acknowledgement to Ms Sinnamon and advise that PC is considering further and would like to take up her offer to meet with 2 or 3 Parish Cllrs. Clerk to send copy of original letter of complaint and Ms Sinnamon’s response to Cllr Woolfrey. Cllr Woolfrey will go through letters and make/circulate some proposals for the meeting.</p> <p>d. <u>Risk Assessment Policy – Review and approval (Appendix A)</u> – Clerk has been through document which needs dates changing and addition of bus shelter opposite the Cook & Barker. Cllr Francis said that PC also needs to consider further action to be taken in case of absence of Clerk – agreed.</p> <p>e. <u>Annual Governance and Accountability Return for 2017/18 (Appendix B)</u></p> <ol style="list-style-type: none"> I. To consider and agree any actions arising from the report of the internal auditor (if any, to be provided at meeting) – This was noted and agreed. II. To approve the Annual Governance Statement (Draft copy attached in Appendix B) – This was agreed. III. To approve the draft annual accounts for 2017/18 (Draft copy attached in Appendix B) – This was agreed. IV. To approve the Accounting Statement and Explanation of Variances (Draft copies attached in Appendix B). V. To confirm and approve the Certification of Exemption (draft copy attached in Appendix B) – This was agreed. Documents to be sent to External Auditors. <p>f. <u>PC/VP insurance for 2018-2021 – Decision needed on Insurance contract from 1st June 2018. (Clerk)</u>- The Clerk provided figures for renewals from three different companies, in some cases offering discounts if the contract was for upto five years. Cllr Gallico challenged that insurance companies would guarantee policy premiums. It was agreed that Clerk would make quote material from the three companies available to Cllr Gallico to review and after this the PC would make the decision by email to ensure continuation of cover from 1st June. Approval of the cheque for payment of the premium would also be by email.</p> <p>g. <u>General Data Protection Regulation</u> – New legislation is expected to be in force later in May 2018. To aid PC’s with compliance the National Association on Local Councils (NALC) has produced a toolkit including an action plan which is attached as Appendix C. Parish Councillors are recommended to note the new legislation and ask Clerk to begin work on the action plan. Cllr Francis gave background to the new legislation which was noted, and it was agreed that the Clerk would start work on the Action Plan.</p> <p>h. <u>NCC Gathering views of highways hierarchy – consultation response requested by 1st June 2018.</u> – Details have been circulated to Cllrs by email. Cllr Rixon asked that the PC’s response should include the recommendation that the old A1 (south of NotM), should have its status raised as it was used as a diversion if the A1 was closed. Agreed that members would re-read the NCC consultation and would support DR’s suggestion that its status be elevated, unless there were any contrary views.</p> <p>i. <u>New Flag needed for The Square, Swarland – Decision on purchase of new flag needed.</u> – Clerk said old flag was just about 1 year old. She had obtained a quote which was around £3 for same again, £50 for more robust flag but recommended flag would be £90. PC agreed Clerk would arrange to renew the flag whenever it was needed and would not need to come back to the PC for approval.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Woolfrey</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
8.	Report by County Councillor and meetings attended by Councillors – None.	
9.	<p>Finance</p> <ol style="list-style-type: none"> a. Bank statements – Lloyds Treasurers Account £12,848.12 @ 30/4/2018 & Lloyds Instant Access £14,031.32 @31/3/2018 b. Clerk’s salary £341.00 HM Revenues & Customs PAYE = £68.20 Payment to Clerk = £341.00 - £68.20 = £272.80 	<p>Clerk</p>

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	<p>c. Other receipts and payments: i)Receipts: None.</p> <p>ii)Payments: Podium Creative Ltd Annual Charge for maintaining PC website - £216 inc VAT. All the above were noted/agreed together with payment for insurance (see 7f).</p>	
<p>10.</p>	<p>Planning</p> <p>a. To report on any planning decisions made by NCC: 18/00481/FUL Proposed new detached dwelling (bungalow). Pinegarth 40A Park Road Swarland Morpeth Northumberland NE65 9JD. The Parish Council objected on the grounds of access. Application GRANTED 11th May 2018.</p> <p>19/00995/FELTPO Tree Preservation Order application to remove one limb of T1 Oak tree and one limb of T2 Larch tree and to fell T3 Oak tree. - 3 The Orchard Swarland Morpeth Northumberland NE65 9NB. PC had no objection to T1 or T2 but asked for assessment of T3 to be done later, and if works go ahead, for replacement asap. Application PERMITTED 15th May 2018.</p> <p>b. Applications pending decision by NCC 17/00500/OUT Change of use to residential (C3 use) by erecting approximately 10 no. detached dwellings. Land South West of the Old Tweed Mill, Springwood, Swarland. Northumberland. Parish Council objected.</p> <p>17/04160/FUL Proposed new detached dwelling on land to the rear of 8 Newton on the Moor - Land North Of 8 Newton On The Moor Newton-On-The-Moor, Morpeth, Northumberland, NE65 9JY. Cllr Rixon pointed out that this application was in a conservation area. Parish Cllrs objected for various reasons including concern at the narrowness of the access to the site for fire engines to attend.</p> <p>18/00569/COU Change of use from a stables outhouse to holiday let . Ryanleigh Newton-On-The-Moor NE65 9JZ.</p> <p>17/01936/OUT Outline planning application for two built to rent affordable homes and five open market dwellings (as amended 09/08/17) Land East Of Old Hall Farm, Old Swarland, Swarland NE65 9HU. This application was refused by NCC 25th August 2017 and an Appeal has now been lodged by the applicant with the Secretary of State. Additional comments were submitted by the PC in objection to this appeal.</p> <p>18/00590/FUL Construction of new dwelling house on the land adjacent to Quarry House and associated external works. Land South Of Quarry House Newton-On-The-Moor Northumberland. Parish Council objected.</p> <p>18/00730/FUL Change of use of land and the siting of two glamping pods - Land South Of Apple Tree Lodge, Old Swarland, Swarland, Northumberland (as amended 8.5.2018). PC didn't object but asked that that access to the pods is via the existing farm entrance with no new access on to the B6045 road and that there is planting of appropriate trees between the pods and adjacent road (B6045). Clerk advised that approval had now been given for this application incorporating PC's request that access be via the existing farm, but Planners felt that landscaping request would be onerous.</p> <p>c. Planning matters for Parish Council to consider</p> <p>18/01559/FUL Proposed formation of new Type A vehicle entrance. Land Adjacent To Ryan Leigh Newton-On-The-Moor, Morpeth, Northumberland. Comments invited until 31st May 2018.</p> <p>9.14 – At this point in the meeting Cllr Francis asked Parish Cllrs if they agreed to Standing Orders being suspended so the meeting could continue – Agreed.</p>	

