

NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held
on **Wednesday 22nd May 2019 in Swarland Village Hall**

	<p>Present: Cllr D. Francis, Cllr N. Mansfield, Cllr D. Rixon, Cllrs G. Anderson, Cllr Ms E. Clark and Cllr Mrs K. Howard-Row. The Clerk was in attendance.</p>	
1.	<p>Election of Chairman and Vice-Chairman: Cllr David Francis was nominated as Chairman by Cllr Mansfield, seconded by Cllr Howard-Row and voted for unanimously. Cllr Steve Woolfrey was nominated as Vice-Chairman, seconded by Cllr Howard –Row and voted for unanimously.</p>	
2.	<p>Apologies: Cllrs Mrs S. Stanley and S. Woolfrey. Cllr A. Ferguson had spoken to the Chairman to explain that he need extended leave from PC meetings due to personal issues but would keep in touch via email. This was agreed.</p>	
3.	<p>Declarations of Interest in items on the agenda: None.</p>	
4.	<p>Appointment of Committee Members and Representatives a. Vyner Park Charity Management Committee (SS,NM,SW and AF). It was agreed that Cllr Howard-Row would take over as rep when Cllr Stanley steps down from the VPC at its AGM in June. b. Joint Cemetery Committee (GA and NM). c. Swarland Village Hall Representative (SW) d. Davison’s Obelisk Working Party (Chairman and Vice Chairman if required). e. Swarland Village action (NM) f. Swarland Show (GA) g. Complaints Committee (Membership of Cttee to be decided depending on/if complaint received). h. Finance Group (Chairman, LC, DR). i. Percy Wood Country Park Liaison (SS). Membership was agreed as shown in brackets.</p>	
5.	<p>Minutes of the meeting held on 24th April 2019 – The Minutes were agreed as a true record and signed.</p>	
6.	<p>To consider matters arising from the meeting on 24th April 2019. a. <u>Update on positioning of interactive speed monitoring sign in Swarland</u> – The Clerk had no further information on the sign or on the proposals from NCC for road safety improvements around the school. b. <u>Street Map of NotM</u>– The Clerk undertook to complete the map & circulate it before the next meeting. c. <u>Non compliance issues arising from Cussins site development</u> – The Clerk had been advised that with respect to the PC’s complaint that condition 9 on Noise had not been discharged, that this had had been referred to NCC’s Environmental Services Section who had asked for this condition to be applied initially. Clerk to contact Environmental Services for update. With respect to the PC’s complaints about the location/height of No1 Old Park Road, it is understood that Planning Enforcement is seeking advice from their Legal Services Section. d. <u>Swarland Woodland TPO Issues</u> – Update from Cllr Stanley has been circulated to Parish Cllrs. It was agreed that the wording of advice should be sought from NCC and then put in future issue of The Column. e. <u>Grade II Listed animal shelters at Percy Wood</u> – Progress update has been</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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	<p>obtained by Cllr Stanley. Work has not started as expected to the shelters and NCC have formally contacted Harrison Leisure requiring works to be completed by 1st August.</p> <p>f. <u>Condition of the north end of Kenmore Road, Swarland (unadopted)</u> –Clerk has sent copy of NCC letter from 1994 undertaking to adopt to Graham Bucknall at NCC (copied in to Cllr Thorne) requesting meeting but has had no response. To be pursued.</p> <p>g. <u>Update on status of 17/00500/OUT Change of use to residential (C3 use) by erecting approximately 9 no. detached dwellings. Land South West of the Old Tweed Mill, Springwood, Swarland. Northumberland.</u> – Clerk has been advised by NCC that paperwork is with applicants Solicitor for signing and NCC hope to be able to provide a more useful update soon.</p>	<p>Clerk</p>
<p>7.</p>	<p>Requested agenda items:</p> <p>a. <u>Condition of road at Hazon</u> – Cllr Clark had provided photographs of a 200 metre length of road in Hazon which was in particularly poor condition. She explained that in 2018 Cllr Thorne visited site with NCC Highways staff and spot repairs were subsequently carried out. Over winter the road broke up again. Road is very rutted, significant potholes and two areas subject to flooding. In April 2019 Hazon residents contacted Cllr Thorne & Highways but have had no response. No works done on road in last 20-25 yrs except for the 2018 repairs. Residents are looking for the whole section of road to be re-surfaced. Cllrs considered how to put pressure on NCC. It was agreed to include this in planned meeting with Graham Bucknall (see 6f above).</p> <p>b. <u>Risk Assessment Policy</u> (Appendix 1) – The draft policy had been amended to reflect discussions at the previous PC meeting, updated and recirculated. The Policy was agreed.</p> <p>c. <u>Request for Heritage Grit Bin at the Square, Swarland.</u>- The Clerk had contacted NCC to ask if they would continue to service existing bin if it was replaced by the PC with a green ‘Heritage’ style’ bin. NCC have responded that they would not and so only option would be for PC to buy green bin from NCC which would include 3 fillings of grit. Parish Cllrs were unhappy with this response and Cllr Francis said he thought this was in contravention with a Policy drawn up jointly by PC’s and NCC on the roles of the respective Councils. Cllr Francis has made contact with NCC and it has been suggested this matter is brought up at the next Parish/Town/County Liaison working group in June. Cllr Francis confirmed it was still the PC’s wish to provide a replacement bin but that it wished to push NCC for replenishing.</p> <p>d. <u>PC Contribution to Defibrillator at Hazon, and Defibrillator provision/responsibilities in the Parish as a whole.</u> Discussion and decision on Hazon donation, and way forward on this issue. Cllr Francis said the defib at Vyner Park is checked by volunteers but ownership/liability/insurance etc need to be clarified. The cost of the new Hazon defib will be £1750 including installation & training. Cllr Francis suggested £400 toward the Hazon defib. This was agreed.</p> <p>Cllr Francis said that a meeting (Cllr Francis, Clark & Clerk) is to be held with representatives of the Stephen Carey Fund to clarification of issues raised. Cllr Clark suggested that the replacement of pads and batteries would fall to the PC for replacement. Cllr Rixon said that a defib installation had been proposed in the redundant phone box in NotM (ideal situation) but power supply to the phone box had been removed. The Clerk said that the PC’s insurers have said they would include liability insurance for VPC and Hazon defibs if taken on by PC at no extra cost but would need cost figures to provide ‘all risks’ insurance</p>	<p>Cllrs Clark & Woolfrey</p>

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	<p>quote.</p> <p>e. <u>Annual Governance and Accountability Return 2018/19</u> – For discussion and approval. Additional items needed for the audit are to be considered at the PC’s June meeting.</p> <p>I.To approve the draft annual accounts for 2018/19 (Draft copy attached in Appendix 2). Cllr Francis thanked Cllr Clark for assisting the Clerk with preparing the draft. The figures were agreed.</p> <p>II.To confirm and approve the Certification of Exemption (draft copy attached in Appendix 3).It was agreed the PC would declare itself exempt from external audit as income was below the £25,000 benchmark. Clerk to send to auditors. The internal audit of the PC accounts will be arranged before the PC’s meeting in June. Cllr Francis suggested that the finance group could look at the internal audit process at its next meeting.</p> <p>f. <u>NCC Housing Strategy for Northumberland 2019-2021</u> – Consultation runs from Friday 3rd May until 5pm Friday 31st May. For discussion and decision on comments to be submitted. Any comments to be sent to the Clerk by 29th May 2019 for forwarding to NCC.</p> <p>g. <u>Town/Parish Councillors Tour of West Sleekburn Material Recycling Facility (MRF)</u> – Invitation from NCC 7th June 2019. Names needed by 31st May 2019. Cllrs Anderson, Stanley and the Clerk to attend.</p> <p>h. <u>Red Ensign for Merchant Navy Day on 3rd September 2019</u> – Discussion and decision to support event and buy flag for The Square, Swarland (Information previously circulated). Decided not to pursue this.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>8.</p>	<p>Report by County Councillor and meetings attended by Councillors:</p> <p>9.01 At this point of the meeting, Cllr Francis asked if the PC would agree to suspend the 2100 cut-off time standing order in order to complete the agenda – Agreed.</p>	
<p>9.</p>	<p>Finance:</p> <p>a. For May 2019 finance information see Appendix 4.Monthly update provided to Parish Councillors for information and approval. This was agreed.</p> <p>b. Clerk’s salary £362.95 Clerks Expenses £10.69 Payment to HM Revenues & Customs PAYE = £72.60 Payment to Clerk = £362.95 + £10.69 - £72.60 = £301.04</p> <p>c. Other receipts and payments:</p> <p>i)Receipts: Felton PC are to return cheque paid in March 2019 for £327.12 for the memorial as this had already been included in main cemetery payment.</p> <p>ii)Payments: NALC Subscription 2019-20 including National Affiliation Fee £218.91 Podium for IT hosting Vyner Park website £216 inc VAT (to be paid from VP grant held by PC). Annual Grant to the Jubilee Hall Committee, NotM £1800. The Clerk ask that it be noted that the cost of insurance renewal for 2019/20 delegated to her at the previous meeting, was £1461.70.</p> <p>All the above matters were agreed.</p>	<p>Clerk</p>
<p>10.</p>	<p>Planning:</p>	

a. To report on any planning decisions made by NCC:

19/00624/OUT - Outline application for development of 1 no dwellinghouse (C3 use) - all matters reserved. Land south west of Old Gardens, Park Road, Swarland, NE65 9HZ Comments invited until 19th March 2019. Parish Council objected to application for several reasons including that the proposal is in open countryside. Application REFUSED 24th April 2019.

19/00623/OUT - Outline planning application with all matters reserved - Proposed development of 6 no. dwellings (C3 use). Land East Of Park Road Park Road Swarland Northumberland. The Parish Council has objected very strongly to this application as it outside the proposed village envelope, and would completely destroy the distinctive character of Park Road. The objection also referred to issues with the sewerage system, access safety issues etc. Application REFUSED 29th April 2019.

19/00757/FELTPO - Tree preservation order application for T17 - Horse Chestnut - Fell and replace. 24 Kenmore Road Swarland NE65 9JS. The Parish Council did not object to the application but asked for a replacement tree asap. Application WITHDRAWN 1st May 2019.

b. Applications pending decision by NCC

17/00500/OUT Change of use to residential (C3 use) by erecting approximately 9 no. detached dwellings. Land South West of the Old Tweed Mill, Springwood, Swarland. Northumberland. Parish Council objected. Application considered by NCC North Area Council 22nd November 2018 but no decision notice issued as yet. Signed S.106 Agreement awaited.(as at 13.5.2019).

18/04479/OUT - Outline application for development of 5 no. bungalows (C3 Use) with all matters reserved - Land West Of 42 Park Road, Park Road, Swarland, Northumberland.
The Parish Council objected to this application on several grounds including the development being outside the village settlement boundary.

19/00335/FUL - Construction of No7 New dwellings at land adjacent 3 Nelson Drive Morpeth - 3 Nelson Drive Swarland Morpeth Northumberland NE65 9JR. The Parish Council objected to this application on several grounds including too high a density and mass of development, no need for additional 4+ bedroomed houses in Swarland, and effects on tree belt.

19/00823/FUL - Erection of 1 No. dwellinghouse (C3 use) plus new access - Land South West of Chesterhill Farm Leamington Lane Swarland Northumberland. The Parish Council objected to this application for several reasons including safety risks regarding the proposed new access onto Leamington Lane. The Clerk said NCC have just advised that this application has been delegated to Officers for decision. A copy of the information has been circulated to Parish Cllrs.

18/04239/FUL - Conversion of redundant farm buildings into 5 holiday lets, including the demolition of dilapidated steel framed barn, and erection of a new barn predominantly within the footprint of the barn to be demolished - Buildings At West Of Swarland East House Swarland. The Parish Council did not object to this application but requested some improvements.

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	<p>19/01284/FUL - Proposed culvert infill - Land North of Birchwood House Felton Northumberland. The Parish Council had no objections to this application.</p> <p>c. Planning matters for Parish Council to consider 19/01429/FELTPO Tree Preservation Order Application : T1 (Tag 72) Norway Maple - Fell as roots are exposed and tree is leaning, T2 (Tag 73) Mountain Ash - Deadwood, T3 (Tag 75) Scots Pine - Fell due to root problems and leaning towards the property, T4 (Tag 76) Norway Maple - Deadwood, T5 (Tag 78) Scots Pine - Prune back to fence line, T6 (Tag 79) Scots Pine - Prune back to fence line and T7 (Tag 80) Norway Maple - Fell because of rot in basal area of tree, competing with adjacent Lawson Cypress Trees - West Of 11 Chesterwell, Chesterwell, Swarland, Northumberland. Comments invited until 30th May 2019.</p>	
<p>11.</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> • NCC information about weed control programme 2019. PC's will be advised when their areas have been sprayed. (Letter previously circulated) • Receipt from North East War Memorials Project Appeal for PC donation. • Northumberland Day Sunday May 26th 2019 (Email previously circulated). • NCC North Area Council Meeting Tuesday 21 May beginning at 2.00pm at St. James' Church Centre, Alnwick (Letter previously circulated). • City and County May 2019 magazine circulated, • Email request to the PC for help in finding volunteers for the Community Speedwatch scheme – Cllr Francis explained the Speedwatch scheme. It was suggested that the inquirer should put an item in the Column which would reach every household in the Parish. 	<p>Clerk</p>
<p>12.</p>	<p>Urgent items:</p> <p>a. <u>Weedspraying</u> - Cllr Rixon said that weedspraying had been carried out in NotM approximately 1 month ago, around Northumbrian Water area in centre of village. He suggested the PC should ask if the chemicals used were harmless to children/animals. Clerk to ask NCC if they sprayed the area.</p> <p>b. <u>Superfast Broadband in Hazon</u> - Cllr Clark said that Hazon residents have just been told that Broadband works planned by iNorthumberland had been accidentally 'omitted' from the draft application for installation by March 2020 and now all the funding has gone. Grant was to have been £62,000. The PC were very concerned about this and agreed to support Hazon residents in pressing the case for the reinstatement of the Hazon project in the latest contract. Cllr Clark will continue to try to get more information from iNorthumberland and contact iNorthumberland Portfolio Holder but it understood that key personnel are on sick leave.</p>	<p>Clerk</p> <p>Cllr Clark</p>
<p>13.</p>	<p>Requests for next agenda:</p> <p>a. Cllr Rixon asked if the planned review of the traffic calming measures in NotM and speeding in Swarland & NotM could be added to the agenda.</p> <p>b. It was also noted that neither Cllr Francis or Woolfrey would be present to chair the June meeting.</p>	<p>Clerk</p>
<p>14.</p>	<p>Date of Next Meeting - 26/6/2019 JH, 24/7/2019 SVH, 28/8/2019 JH, 25/9/2019 SVH.</p>	

Meeting finished at: 21:30