

NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held
on **Wednesday 26th June 2019 in the Jubilee Hall, NotM,**

1.	<p>Public Question Time (Max 15 minutes in total) – Two local residents attended to express their concern at vehicles speeding through NotM which is endangering pedestrians, horses and the drivers themselves. Feel the new 20mph limit has not made a difference.</p> <p>This item is on the agenda (see 8c) PC appreciated the resident’s concerns and the Clerk will advise them of the outcome of the discussions.</p>	
2.	<p>Present: Cllr D. Rixon, Cllr N. Mansfield, Cllr G. Anderson, Cllr Ms E. Clark and Cllr Mrs S. Stanley.</p> <p>The Clerk was in attendance.</p>	
3.	<p>Apologies: Cllrs D. Francis, A. Ferguson, S. Woolfrey and Mrs K. Howard-Row.</p>	
4.	<p>Election of Meeting Chairman: In the absence of both the PC Chairman and Vice Chairman, Cllr Stanley nominated Cllr Rixon to chair this meeting, this was seconded by Cllr Clark and agreed unanimously.</p>	
5.	<p>Declarations of Interest in items on the agenda: Cllr Stanley declared an interest in Planning Application 19/00823/FUL.</p>	
6.	<p>Minutes of the meeting held on 22nd May 2019 – The Minutes were agreed as a true record and signed.</p>	
7.	<p>To consider matters arising from the meeting on 2nd May 2019.</p> <p>a. <u>Update on positioning of interactive speed monitoring sign in Swarland and similar sign for Newton on the Moor</u>– The Clerk has had confirmation from the NCC Programmes Officer (Members Small Schemes) that the schools speed abatement project is going ahead and also that the provision of £5000 for an interactive sign in NotM has been agreed. Clerk to contact NCC to see if any dates have been set for the schools project.</p> <p>b. <u>Street Map of NotM</u>– Update from Clerk – still continuing.</p> <p>c. <u>Non compliance issues arising from Cussins site development</u> – Clerk said that Cussins have now submitted application 19/01884/DISCON Discharge of Conditions 9 (Noise). Comments produced by Cllr Anderson to be submitted to NCC after amendment by Cllr Anderson. Regarding closeness of new development to existing dwelling, NCC planning enforcement have measured the distance as being 1 metre out, but this is being contested by Cussins.</p> <p>d. <u>Swarland Woodland TPO Issues</u> – Advice to be sought from NCC and published in future edition of the Column.- Cllr Stanley said that informal advice had been provided but this needed to be confirmed by NCC. Cllr Stanley will follow this up with a view to publishing article in August Column.</p> <p>e. <u>Grade II Listed animal shelters at Percy Wood</u> – Progress update (Cllr Stanley). NCC had asked owners to provide a range of information but this has not been received. Cllr Stanley is continuing to liaise with NCC’s Conservation Officer and Percy Wood.</p> <p>f. <u>Condition of the north end of Kenmore Road, Swarland (unadopted)</u> – Update. NCC have declined to meet on site with Parish Cllrs and have said that Kenmore Road will not be improved and adopted. The clerk said she had found a Parliamentary Briefing note from 2018 which might help, it suggests residents can serve Notice on NCC under S. 230(5) of the Highways Act 1980 to repair then adopt private roads. Clerk to contact NCC to see if this might apply in the case of Kenmore Road.</p> <p>g. <u>Condition of the road at Hazon</u> – Clerk had spoken to County Cllr Thorne who said that works are in hand. Drainage to be done first to get water off road, then road surface to be repaired. Cllr Thorne adamant that the matter</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">Cllr Anderson</p> <p style="text-align: right;">Cllr Stanley</p> <p style="text-align: right;">Cllr Stanley</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>

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	<p>was being dealt with and that it would be a better standard than spot repairs. Clerk to contact Graham Bucknall to ask if and dates set for drainage work.</p> <p>h. <u>Provision of Defibrillators in the Parish</u> – Cllr Francis, Clark and the Clerk had met with representatives of the Stephen Carey Fund (SCF). It was a useful meeting which answered a lot of queries including concerns about insurance liability of Guardians. SCF looking for organisations such as PCs to take over maintenance of defibrillators to make project sustainable. PC could take over Swarland defib. Costs were discussed. The Hazon defibrillator will be installed in July and Cllr Clark said that Hazon residents hoping for PC to take over ownership of this as well. Clerk is looking at VAT reclaim. SCF looking to raise awareness via article in August Column, training and possibly stall at Swarland Show.</p> <p>It was agreed that a letter would be sent to the SCF advising that the PC would take over the Vyner Park Defibrillator.</p> <p>Cllr Anderson said that the Jubilee Hall Cttee were also looking at obtaining a defibrillator and would the PC contribute to this. PC agreed in principle but asked for a formal request to be made.</p> <p>i. <u>Request for Heritage Grit Bin at the Square, Swarland</u> – Update. This is now being discussed at the NCC/Town/Parish Liaison meeting. PC looking to NCC to maintain grit bins if PC buys a heritage bin.</p> <p>j. <u>Weedspraying in Newton on the Moor</u> – Clerk yet to contact NCC. Will pursue.</p> <p>k. <u>Superfast Broadband in Hazon</u> – Update from Cllr Clark. Hazon had been ‘forgotten’ from iNorthumberland Scheme. Cllr Clark has met with County Cllr Nick Oliver and Steve Smith. Steve Smith has met with OpenReach for new costings for the Hazon scheme. If costs OK, scheme will be included in contract. If costs not OK, will need to look at other options. Cllr Clark expecting feedback from meeting last week. Cllr Rixon asked if the PC needed to get more involved at this stage. Cllr Clark said it depended on response from meeting, then PC can look at any further action that could be applied.</p> <p>l. <u>Complaints about PCL bus service in Parish</u> – Clerk had received complaints from residents about bus not arriving. She had contacted PCL travel but they have not responded. PC asked Clerk to contact NCC to see if they can assist.</p> <p>j. <u>Request to ensure protection of ‘concrete pads’ in Swarland</u> – Update from Clerk. NCC Archaeology said they would submit application for protection to Heritage England but it was thought the second pad had now also been removed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>8.</p>	<p>Requested agenda items:</p> <p>a. <u>Vyner Park update</u> (Cllr Woolfrey) The Clerk read out the report provided by Cllr Woolfrey who has taken over as Chairman of the VPC following the resignation of Cllr Stanley. AGM has taken place, VPC looking at outdoor gym project and Cllr Thorne has promised £2000 towards cost. Cllr Rixon added the PC’s thanks to Cllr Stanley for her work with the VPC.</p> <p>b – <u>Northumberland Empowering Communities Project</u> – Cllr Clerk said the Joint NCC/Northumberland Healthcare Trust project was raised at the Parish, Town and NCC Conference. Co-ordinators have been appointed and our nearest on is Ruth Armstrong based at Belford, and she will be looking at tackling the real problem of isolated and vulnerable people. Clerk said Ms Armstrong has offered to come to next PC meeting to explain project – agreed.</p> <p>c. <u>Review of Traffic calming measures in Newton on the Moor, and Speeding in Swarland & Newton on the Moor</u> (Cllr Rixon) – For discussion and decision on way forward. Cllr Rixon said he had noticed speeding down the hill and vehicles overtaking those keeping to the limit on the hill! Other Cllrs reported similar</p>	

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	<p>problems in Leamington Lane. Cllr Rixon said he'd like to push for a one way system around the Cook & Barker triangle in NotM, repainting of road markings and making sure signs are clean and visible.</p> <p>As a way forward it was agreed that Clerk would ask for Speed monitoring equipment to be installed in NotM to obtain objective measurements of vehicle speeds.</p> <p>d. <u>Annual Governance and Accountability Return 2018/19</u> – Note: Annual accounts for 2018/19 were approved at the meeting of 22nd May 2019.</p> <ol style="list-style-type: none"> I. Confirm appointment of Internal Auditor – This was agreed. The Internal Auditor has agreed to audit accounts again in 2019/20. II. To approve the PC asset register – Agreed. III. To consider and agree any actions arising from the report of the internal auditor (If any). The Clerk said the internal auditor had found two donations which did not have receipts – this has now been addressed. He had also recommended closing the dormant PC account – letter to be signed at meeting. IV. To approve the Section 1 Annual Governance Statement (AGAR 2) – Agreed and signed. V. To approve the Section 2 Accounting Statements, Explanation of Variances and Bank reconciliation. Agreed and form signed. Clerk explained that Trust transactions should not be included in document but guidance was not provided on how figures should be recorded. She suggested that in 2019/20, the PC could opt for an External Audit of the accounts which would cost about £200, and had been the PC's intention when the new system was introduced to ensure transparency. VI. To confirm and approve the amended Certification of Exemption as the PC income & expenditure in 2018/19 was below £25,000- Agreed not to change this as it would not change the PC's exemption position. <p>It was agreed that a donation would be made to St Oswald's Hospice in lieu of payment to Internal Auditor (at his request)- £30.00</p> <p>e. <u>Proposal for Woodland Creation at the Chesters Farm</u> – papers already circulated. Comments requested by 5th July 2019. Parish Cllrs were supportive of the project and didn't have any objections. Cllr Clark said she had sounded out some neighbours of the proposed scheme in Hazon, who also supported the scheme.</p> <p>f. <u>Northumberland County Council submission of the Northumberland Local Plan</u> to the Secretary of State for Housing, Communities and Local Government on 29th May 2019. For discussion and to decide on any further action – Noted.</p>	<p align="center">Clerk</p>
<p>9.</p>	<p>Report by County Councillor and meetings attended by Councillors: Cllrs Stanley and Anderson had visited the NCC West Sleekburn Recycling Facility and been quite impressed. Cllr Stanley had circulated FAQ's sent after the visit. Cllrs Anderson and Stanley both thought the facility was highly efficient, and operating on an impressive scale. NCC are looking to introduce kerbside glass recycling and also possibly food waste. Could put information in the next Column. Cllr Rixon said he'd noted the recycling rate recorded at Alnwick recycling site was dropping.</p>	<p align="center">Clerk</p>
<p>10.</p>	<p>Finance: a. June 2019 finance information attached as Appendix A. Monthly update provided to Parish Councillors for information and approval.</p>	

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	<p>b. Clerk’s salary £362.95 Additional payment for acting as Minute Clerk for Felton PC £107.13 Clerks Expenses (including mileage to Felton PC meetings) £15.75 Payment to HM Revenues & Customs PAYE = £94.00 Payment to Clerk = £362.95 + £107.13 + £15.75 - £94.00 = £391.83</p> <p>c. Other receipts and payments: i)Receipts: Payment from Felton PC for Clerk taking notes at meetings 4/6/2018 and 2/7/2018, preparation of minutes and mileage - £113.42. Swarland Village Action - £125.00</p> <p>ii)Payments: Caretech – Fire Alarm/Emergency Lighting Annual Insp £189.60 inc VAT (to be paid from VP grant held by PC).</p> <p>Playsafety Ltd – Payment for Annual playground inspection £107.40 inc VAT (to be paid from VP grant held by PC).</p> <p>Donation towards Hazon Defibrillator to Mr Chris Lendrum - £400.00</p> <p>All the above were agreed.</p>	
<p>11.</p>	<p>Planning:</p> <p>a. To report on any planning decisions made 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 and raised concerns about drainage. The PC also asked for affordable housing as part of the application. Application PERMITTED 31st May 2019 with provision of affordable housing (off site) as part of S. 106 agreement.</p> <p>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. Application REFUSED 10th June 2019.</p> <p>b. Applications pending decision by NCC 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.</p> <p>19/00823/FUL - Erection of 1 No. dwellinghouse (C3 use) plus new access - Land South West of Chesterhill Farm Leamington Lane Swarland</p>	

Northumberland. The Parish Council objected to this application for several reasons including safety risks regarding the proposed new access onto Leamington Lane. A complaint had been received that this application had been doubled in size but the Clerk has receive confirmation from NCC that this is not the case.

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.

19/01284/FUL - Proposed culvert infill - Land North of Birchwood House Felton Northumberland. The Parish Council had no objections to this application.

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. The PC didn't object to the removal of Tree no 95 but objected to the removal of trees No 72 and 75.

19/01637/FUL - Land parcels south west of Liseswood, Old Park Road - Proposal for the erection of 5 dwellings (to replace 4 dwellings consented under planning permission 18/02250/FUL). The PC objected on the grounds of development creep and that the more cramped design doesn't fit with the characteristic spaciousness of Swarland as a whole, and the need for affordable housing.

c. Planning matters for Parish Council to consider

19/01711/VARYCO - The Bungalow, Old Swarland, NE65 9HU - Variation of condition 2 (Approved Plans) pursuant to planning permission 17/03242/FUL to allow a change in design and location of proposed garage. Comments invited until 1st July 2019.

19/01688/FUL - Percy Wood Golf And Country Retreat, Sylvian House, Leamington Lane, Swarland, Morpeth, Northumberland, NE65 9JW - Reconfiguration of existing reception area with a new restaurant and storage facility, splash park, caravan sales area and associated parking. Comments invited until 7th July 2019. Cllr Stanley said that although this is ONE application, the information for THREE applications had been included so Parish Cllrs had drafted a response on all three, but will comment further if needed.

19/01884/DISCON - Discharge of Conditions 9 (Noise Details) 10 (External Lighting Details) 11 (Odour Details) of approved planning application 18/02250/FUL.

Land Parcels South West Of Old Park Road, Swarland Northumberland. Comments invited until 2nd July 2019.

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12.	<p>Correspondence: NCC LOVE Northumberland Hate Litter Campaign survey – responses by 12th July 2019 – Responses discussed. Poster design raised concerns. Clerk to respond to NCC. Zurich Municipal – How to organise successful club run events. Northumberland VCS Assembly Events and Training Pensions Regulator – Need to re-enrol employees by end of December 2019 and complete declaration of compliance form.</p>	Clerk
13.	<p>Urgent items: a. Leamington Lane Bus Shelter - A request has been received from Felton PC, asking if the PC would agree in principle to contributing to the upkeep of the currently disused stone bus shelter, in the hope that the bus service may be reinstated at a future date. Clerk to ask Felton PC for more information ie what works need to be done to repair the shelter, and what cost implications are.</p>	Clerk
14.	<p>Requests for next agenda: a. Presentation by Ruth Armstrong – Locality Co-ordinator N'land Empowering Communities project. b. Cllr Rixon gave his apologies for the next meeting.</p>	
15.	<p>Date of Next Meeting - 24/7/2019 SVH, 28/8/2019 JH, 25/9/2019 SVH, 23/10/2019 JH.</p>	

Meeting finished at: 20:50