

NEWTON on the MOOR & SWARLAND PARISH COUNCIL

DRAFT Minutes of the meeting of the Parish Council held at 7.00pm
on **Wednesday 28th September 2016** in the Jubilee Hall, NotM.

1.	Public Question Time (Max 15 minutes in total) - None	Action
2.	<p>Present: Cllr D. Francis (Chairman) Cllr G. Anderson, Cllr R. Brotherton, Cllr Mrs H. Handyside, Cllr Ms S. Spurling, Cllr B. Ryan, and Cllr N. Mansfield, Cllr M. Bettel.</p> <p>The Clerk was in attendance.</p>	
3.	<p>Co-Option of new Parish Councillor Parish Councillors welcomed Martyn Bettel to his first meeting. Mr Bettel signed a Declaration of Acceptance of Office, and subsequently joined the meeting.</p>	
4.	<p>Apologies – Cllr Mrs S. Stanley, Cllr Mrs S. Richardson, Cllr G. Cunningham, Cllr P Lewney.</p>	
5.	<p>Declarations of Interest in items on the agenda Cllr Anderson declared an interest in item 10c.</p>	
6.	<p>Minutes of the meeting held on 24th August 2016– These were agreed and signed.</p>	Clerk
7.	<p>To consider matters arising from the meeting on 24th August 2016.</p> <p>a. Review of Parish Boundary – update. The Clerk reported that a letter had now been received from NCC announcing that the formal consultation of potentially affected residents would be commencing 29th September. Letter from PC still to go. Posters also provided by NCC to go on PC noticeboards, website and in affected location.</p> <p>b. Speeding and safety issues on roads in Newton on the Moor – Cllr Ryan said with regard to the recent email to NCC Road Safety team, they had suggested that the PC puts its concerns on the next PC priority submission for the Local Transport Plan. Cllr Ryan felt this suggestion was not acceptable and he wanted to have a meeting in person so he wrote to Neil Snowden on 8/9/2016, and as he had received no reply, had written again on 28/9/2016.</p> <p>c. Condition of Roads in Swarland (see below).</p> <p>d. Adoption of roads – In connection with items c and d the Clerk apologised that she had not pursued these matters due to time pressure. It has been suggested that these items could be one of the three PC LTP priorities next year. Letter to go the NCC Chief Exec and copy to Cllr Trevor Thorne.</p> <p>e. Repair of brick planter in The Square, and planter by 1st School, Swarland - Cllr Anderson said the planter outside the school needs more than a stone replacing and plants will need to come out for partial rebuild. Clerk to advise school.</p> <p>f. Complaint to NCC about potentially dangerous condition of specific trees in Swarland – It was confirmed that as yet, highways had not responded to the email the Clerk had sent to them regarding the specific problem tree between Percy Drive and the Lea. Cllr Brotherton had been able to speak to NCC's Tree Officer, he had agreed to look at the tree in question. He also very kindly offered to provide advice on the trees within Vyner Park, and to provide a few paragraphs to put in The Column. Cllr Handyside reported a dangerous low branch just after the entrance to the Percy Wood Site. Cllr Anderson said he would check this out to see if needed reporting to NCC.</p> <p>g. Application for funding via Transparency Fund (Laptop, scanner and website training). Clerk has been advised by NALC that funding had been transferred to PC account. It was agreed she should go ahead and book training and buy equipment and be reimbursed.</p> <p>h. NCC – Invitation to Town & Parish Council Conference - Thursday 13th October 2016 (2pm to 6pm) – To be attended by Cllrs Francis and Stanley.</p> <p>i. Surface water issue Old Park Road – The Clerk confirmed that a letter had been sent to Northumbrian Water regarding this matter but no response received as yet either from NWA or NCC Highways. Cllr Ryan provided details of the complaint he had also made to NCC on this matter.</p> <p>j. Community Speedwatch Scheme – Cllr Ryan said he had made contact with the new Police Sergeant at Rothbury who had agreed to attend PC meeting (subject to service demands). Cllr Ryan will make contact again on this issue.</p> <p>k. Bus Service to Swarland & Newton on the Moor – The Clerk has been contacted by Jan Chisholm at NCC who said that NCC will be retendering for the service provided on Wednesdays so that it continues after Spirit Buses expected closure at the end of October.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk Cllr Anderson</p> <p style="text-align: center;">Cllr Ryan.</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Cllr Anderson</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Cllr Ryan</p> <p style="text-align: center;">Cllr Ryan</p>

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	<p>I. Report back from Finance Group meeting – Provided by Clerk. Recommendation for VPC to pay own bills and have separation from PC accounts.</p>	
<p>8.</p>	<p>Requested agenda items</p> <p>a. Vyner Park update (Councillor Stanley/Councillor Brotherton – Cllr Stanley had provided a report on progress at Vyner Park over the past month. A decision was needed from the PC to permit the mounting of two signs on the south wall of the pavilion for VP and for Nelsons. This was agreed in principle for the Chair of the VP Management Cttee to decide.</p> <p>The Annual Bonfire Night event will take place at VP on Friday 4th November, co-ordinated by Jan Anderson. Cllr Ryan emphasised need to get stewards to attend the health & safety briefing. Cllr Brotherton suggested a briefing night ahead of the 4th Nov. Cllr Francis suggested circulating the comments made by Cllr Ryan after last years event which were very useful.</p> <p>The transfer of the remaining funding ‘ask’ from the PC account to the VP account was discussed (see item 10).</p> <p>Cllr Brotherton confirmed that the lease was now with the solicitor for completion and the details relating to the former land owned by Northumbrian Water had been clarified. Sport England had confirmed that a 25 year lease was acceptable. They were aware of our position regarding transfer of the original award and that this would be progressed once the lease was finalised.</p> <p>Cllr Handyside had looked into the steps need to vest the lease with the official custodian. As Holding Trustees, Cllrs Handyside and Brotherton need to vest the lease with the official custodian.</p> <p>Clerk had received land ownership information on VP site from Land Registry – to go to Cllr Brotherton.</p> <p>Transfer of £4,000 to VP Charity agreed. Cllr Francis suggested that the VPC Management Committee put in place a procedure to agree finance even if meetings are not quorate. Cllr Spurling suggested that a procedure might be drafted at the proposed finance meeting.</p> <p>b. Overgrown Footpath No17 (Swarland) (Cllr Mrs Richardson) – Cllr Mansfield had been in contact with the Forestry Commission who said they would deal with the problem but have not given a date despite reminder from Cllr Mansfield.</p> <p>c. Annual BDO Return and audit –Report and Certificate have been received from BDO. No formal work is required by PC but there were a couple of advisory points including timing of audit changes. Clerk to scan and circulate to Cllrs so they can raise any questions prior to formal approval of audit at next PC meeting. Certificate to be put on Noticeboard and website by 30/9/2016.</p> <p>d. Northumberland Association of Local Councils – notification and invitation to AGM 1st October 2016 – Cllr Francis will be attending.</p> <p>e. Query/Complaint from resident about aircraft noise over Swarland – Suggested complainant contacts NCC Environmental Health but Parish Cllrs living close to complainant have not noticed an issue.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>9.</p>	<p>Report by County Councillor and meetings attended by Councillors – None.</p> <p>There was concern at the lack of attendance at these meetings from County Cllr Thorne, It was agreed that this item should remain as a standing item.</p>	
<p>10.</p>	<p>Finance</p> <p>a. Bank statements – Lloyds Treasurers Account £10,089.23 @ 30/8/2016 & Lloyds Instant Access £16,017.27 @20/6/2016.</p> <p>b. Clerk’s salary (for September 2016) £334.29 Clerk’s expenses £26.75 HM Revenues & Customs PAYE (For September 2016) - £66.80 Payment to Clerk = £334.29 + £26.75 - £66.80 = £294.24 Payment to HM Revenues & Customs PAYE - £ 66.80</p> <p>c. Other receipts and payments:</p> <p>i)Receipts: None.</p> <p>ii) Payments: Darren Fahy Works to Vyner Park (Covered by Grant) £498.28 - Confirmation. DOVE materials for capital works at Vyner Park £108.18 inc VAT– Confirmation. NCC Grasscutting at Vyner Park - £1809.6 inc VAT Grant request from Swarland Village Hall Trust - £2000. Clerk to contact to see if SVA want cash donation or payment of £2400 worth of bills (and PC claim back VAT).</p>	<p>Clerk</p>

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	<p>Cllr Anderson repayment (Vyner Park items) - £40.49 MKM Invoices for materials (Covered by Vyner Park grant)- £1312.66 All the above were agreed. Transfer of Vyner Park balance from PC funds to VP account – amount to be confirmed – The Clerk circulated details of the VP spend so far this financial year.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Original budget 'ask' from VP Management Cttee</td> <td style="text-align: right;">8,800</td> </tr> <tr> <td>Spend to 28/9/2016 inc cheques approved at meeting</td> <td style="text-align: right;">3,188.61</td> </tr> <tr> <td>Remaining from 'ask' £8,800 – 3,188.61</td> <td style="text-align: right;">5,611.39</td> </tr> </table> <p>It was agreed that a sum of £4,000 would be transferred to VP with a review of this amount at the November meeting. The Capital grant from NCC would continue to be administered via the PC account.</p>	Original budget 'ask' from VP Management Cttee	8,800	Spend to 28/9/2016 inc cheques approved at meeting	3,188.61	Remaining from 'ask' £8,800 – 3,188.61	5,611.39	
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11.	<p>Planning</p> <p>a. To report on any planning decisions made by NCC:</p> <p>14/03340/FUL - APPEAL TO SECRETARY OF STATE - Development of 20 houses etc - Land North of Field House, Leamington Lane, Swarland. NOTE – This application relates to land within Felton Parish – Comments were made by PC on original application. Appeal dismissed 5/9/2016.</p> <p>b.Applications pending decision by NCC</p> <p>14/02284/OUT - Residential development of detached houses with access road and turning area to enable vehicles to enter and leave onto Percy Drive in a forward facing direction. Provision of widened vehicle access to improve vehicle passing on Percy Drive. – Objections made by PC.</p> <p>15/02656/FUL – Demolition of existing indoor riding arena and outbuildings and erection of 15no residential units with associated garages and alterations to existing private access road – Land west of Swarland Equestrian Centre, Old Park Road, Swarland. – Comments made by PC.</p> <p>16/01703/OUT Outline planning application including access with all matters reserved for up to 5 detached dwellings (amended number of dwellings and red line boundary submitted 12.7.16) Land East Of Old Hall Farm Old Swarland, Swarland NE65 9HU. Parish Council made objections.</p> <p>c. Planning matters for Parish Council to consider</p> <p>16/03164/OUT Outline permission for the development of a small motorhome site to include approximately 10 pitches plus a site managers chalet. Land East of the A1 Felton, Northumberland.</p> <p>16/03222/PRUTPO Tree Preservation Order: Crown reduction and thinning by 15% and thinning to side branched by 10% to one sycamore tree - 1 Chesterwell Swarland Morpeth Northumberland NE65 9NA</p>							
12.	<p>Correspondence</p> <p>Query/Complaint from resident about overflowing ditches in Leamington Lane, Swarland. Complainant said she had been told by NCC to contact PC but this is a NCC responsibility. Advise complainant and copy in Felton PC as the land affected is in Felton parish.</p>	Clerk						
13.	<p>Urgent items</p> <p>None.</p>							
14.	<p>Requests for next agenda</p> <p>a. Buses – update on NCC tender process. b. Community Speedwatch c. Diversion from A1 (re: slip roads).</p>							
15.	<p>Date of Next Meeting to be held on 26/10/2016 Swarland Village Hall, 23/11/2016 JH, no meeting in December, 25/1/2017 SVH, 22/2/2017 JH.</p>							

Meeting finished at 20.40