

NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

Minutes of the electronic Parish Council Meeting held
Wednesday 22nd April 2020 at 7.00pm online at **ZOOM**: <https://zoom.us/join>
DURING COVID 19 EMERGENCY

1.	Public Question Time (Max 15 minutes in total) – No members of the public present.	
2.	Present: Cllr D. Francis, Cllr D. Rixon, Cllr G. Anderson, Cllr S. Cutforth, Cllr Ms E. Clark, Cllr Mrs S. Stanley, Cllr Mrs K. Howard-Row, Cllr N. Mansfield, Cllr S. Woolfrey. The Clerk was in attendance.	
3.	Apologies for absence: None.	
4.	Declarations of Interest in items on the agenda: Cllr Cutforth declared an interest in connection with Planning Application 20/01079/FUL.	
5.	Minutes of the meeting held on 26th February 2020 and 25th March 2020– The Minutes were agreed as a true record and approved for signing.	
6.	To consider matters arising from the meeting 26th February 2020 and from ‘Virtual’ minutes from 25th March 2020. a. <u>Condition of the north end of Kenmore Road, Swarland (unadopted)</u> – The Clerk has been in touch with the Officer at NCC who dealt with the transfer of the property from the Crown. Provision of information is held up as records in archives and not accessible at present due to Coronavirus emergency. b. <u>Continuing water problems at the school crossroads</u> –The Pc had been advised that this matter had been referred to NCC legal for formal action but they have recommended an informal approach via senior Highways management to OpenReach which is now being pursued. Clerk has asked for PC to be kept informed of progress. c. <u>Broken off left hand turn sign, Newton on the Moor</u> – Cllr Rixon asked if there had been any progress on this matter. Clerk to take up again with NCC Highways. d. <u>Delays in Planning enforcement</u> – Cllr Francis said that following the decision at the recent PC meeting, he was to have approached the Head of NCC Planning about this matter but felt in view of the current Emergency that it wasn't the appropriate time.	
7.	Requested agenda items: a. <u>Vyner Park update</u> – Cllr Woolfrey provided the update. Nelsons is currently closed due to the Coronavirus Emergency. Car Park project largely complete with just some edging to finish. No significant issues to report at the park. Cllr Francis asked if VPC was going to apply for NCC COvid19 Business support Grant funding as Jubilee Hall had recently applied and been awarded grant. Cllr Woolfrey said this was under consideration. Cllr Cutforth mentioned Swarland Show, and that decision on whether this will go ahead will be made in the 1st week of May. Cllr Cutforth added that the VPC risk assessment was currently under review. b. <u>Parish Council Risk Assessment & updated PC Asset Register</u> – annual review for discussion and agreement. With regard to the asset register, Cllr Francis suggested grouping Vyner park items together. Clerk advised all three defibrillators now on the asset register and covered by the PC insurance at no extra cost. The Clerk had also circulated the PCs risk assessment with some suggested amendments and updates as work from previous year had been completed.	

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	<p>Both documents were agreed.</p> <p>c. <u>End of Year Accounts 2019/20</u> – For discussion and agreement. Cllr Francis said that due to the current emergency, the deadline for submission of PC accounts information to external auditors had been pushed back by two months. He asked Cllrs to look at the accounts documents that had just been produced and make any comments/questions to the Clerk by Monday 27th April after which they could be put on the PC website. Cllr Clark said that the main sheet to refer to is the monthly summary – the other sheets provide the detail.</p> <p>d. <u>Parish Volunteer Support during Coronavirus Emergency</u> – update from Clerk. Scheme set up on 23rd March and now has 45 volunteers to provide support to residents within the Parish. Thankfully, there has been a relatively low demand for help with just 2 or three requests/week. Cllrs agreed to the Volunteer group being formally under the Parish Council and to be included on the PC insurance. A risk assessment is needed for the volunteers work which the Clerk will progress. Cllrs thanked the Clerk for her work in setting up the group, and Cllr Stanley & Bryan Stanley with their team of volunteers for getting an information leaflet and The Column out under difficult circumstances.</p> <p>e. <u>PC website</u> - The Clerk provided a brief update that a set of ‘Coronavirus’ pages had been put on site with regularly updated information for residents. Cllr Clark had produced a briefing note for Cllrs on the recent PC website audit she had carried out with the clerk in compliant with new legislation on website accessibility. A ‘basic’ level audit had been carried out of each page. There were some common issues which need to be addressed and Cllr Clark said she would produce an action plan to be completed together with draft ‘statement’ for publication before deadline in September.</p> <p>f. <u>Problems arising during Coronavirus Emergency eg. flytipping, public rights of way closure</u> – for discussion and decision on action. A recent query concerning Percy Wood Caravan Site had been checked out and Percy Wood staff had been very helpful and responded positively. There have been issues of old toilets, tyres, sacks of rubbish being dumped and all promptly removed by NCC but important to report as largely due to tips being closed. This was discussed and it was agreed Clerk to contact NCC to inquire when tips will re-open. Cllr Francis said two examples of footpath obstruction had been noticed, at the Blue House NotM (sign up) and Newton Low Hall (vehicle obstructing path) 19.50 – At this point Cllr Neil Mansfield joined the meeting. Clerk to contact NCC footpaths officer citing these examples. PC’s signs asking people to keep dogs on leads had been removed in Swarland Woods. Cllr Francis pointed out it was a Forestry Commission rule. Signs will be replaced asap.</p> <p>g. <u>Arrangements for Annual Parish Meeting (27.5.20)</u> – for discussion and decision on steps to take. Cllr Francis said Government have said meetings can be delayed. It was agreed that the Annual Parish Council Meeting would go ahead but NOT the Annual Public Meeting as this would be very difficult under the circumstances.</p>	<p>Clerk</p> <p>Clerk</p>
8.	<p>Report by County Councillor and meetings attended by Councillors: None.</p>	
9.	<p>Finance:</p> <p>a. Clerk’s salary £362.95 Clerks Expenses £ 28.47 Payment to HM Revenues & Customs PAYE = £72.60 Payment to Clerk = £362.95 + £28.47 - £72.60 = £318.82</p>	

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	<p>The Clerk had submitted an amended figure as McAfee Antivirus protection for two years had been purchased for the PC computer (£89) and an error corrected from previous month = £401.18 payment to Clerk.</p> <p>b. Other receipts and payments: i)Receipts: NCC 6 months annual precept - £11,350. NCC Grant for Parish Coronavirus Volunteer Group - £500 tbc. Clerk advised this had not yet paid into PC bank account. Cllr Mansfield said that a careful note would need to be kept of spending on this grant. Jubilee Hall Committee contribution for purchase and installation of Defibrillator at Jubilee Hall, NotM- £1017.74. Not yet paid into PC bank account.</p> <p>ii)Payments: NALC Annual subscription – As the Clerk did not have the exact figure to hand, a payment was agreed not to exceed £250.</p> <p>c. Account balance as at 14th April 2020 - £30,452.16 All the above were agreed.</p>	
<p>10.</p>	<p>Planning:</p> <p>a. To report on any planning decisions made by NCC:</p> <p>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 application was refused by NCC on 7th November and an Appeal was lodged with the Secretary of State Appeal Ref: APP/P2935/W/19/3241813. As at 14.4.2020 – not yet decided.</p> <p>20/00183/NONMAT - Non material amendment (alter the windows to the dormers on the front (South) elevation by removing 1 of the existing windows and repositioning the remain 3 windows) on approved planning application 19/04270/FUL - 11 Newton-On-The-Moor Morpeth Northumberland NE65 9JY (Note: Not a statutory notification as a 'non-material' change). Application PERMITTED 24th February 2020.</p> <p>20/00036/FUL - Retrospective: Change outhouse to a living area with a pitched roof - 8 The Avenue Swarland Morpeth Northumberland NE65 9JL. Application GRANTED 14th April 2020.</p> <p>b. Applications pending decision by NCC</p> <p>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>19/01688/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. Parish Council objected on basis of appearance of proposed building and problems with disposal of water from splash park.</p> <p>19/01687/FUL - Change of use of land for the siting of up to 60 static caravans, along with associated infrastructure and hard and soft landscaping – Land north west of Springwood, Coast View, Swarland, Northumberland. The PC objected for a range of reasons including adverse visual impact, too close to existing buildings, sewerage and drainage capacity issues, and highways safety.</p> <p>19/05021/FUL - Proposed new detached dwelling - 5 Kenmore Road, Swarland NE65 9JS. The Parish Council objected to this application for a range of reasons including that there was insufficient room for the development, and that the proposed development is out of keeping with neighbouring properties.</p>	<p align="center">Clerk</p>

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	<p>20/00369/FUL - Construction of 2no. bungalows and 1no. detached garage - Land To The Rear Of 2 Kenmore Road Swarland Morpeth Northumberland. The Parish Council objected to this application mainly on the basis that the site is too small for the proposed development.</p> <p>20/00163/FUL – Construction of new stables and access from private garden to field. 3 Old Park Road, Swarland, Northumberland. The Parish Council made no objections to this application.</p> <p>20/00176/OUT - Outline planning permission with all matters reserved, except for access, for the construction of up to 9No residential units - Land South Of Mereburn House, Low Wood, Swarland, Northumberland. The Parish Council objected to this application for a range of reasons including lack of justification of the need for the development, traffic concerns, and highways issues.</p> <p>c. Planning matters for Parish Council to consider</p> <p>20/01079/FUL – Proposed four bedroom detached dormer bungalow with attached double garage - Land South West Of 2 The Orchard Nelson Drive Swarland Northumberland. Comments invited until 30th April 2020.</p> <p>20/00717/FUL – Construction of detached garage - The Old Pheasantry, 5 Home Farm Cottages Swarland NE65 9JH. Comments invited until 22nd April 2020.</p> <p>20/00570/CLEXIS – Pine Lodge, Old Swarland. Cllr Francis said that an earlier application for fencing and highways access had been withdrawn and this application was expected. Clerk will circulate in usual way for comments.</p>	
<p>11.</p>	<p>Complaints:</p> <ul style="list-style-type: none"> • Report from Local Resident of unconverted (to LED) street light, Swarland No 79NE– reported to NCC 19th September 2019. Design works are pending. • Lane behind The Square obstructed by overhanging/overgrown tree – reported to NCC 24th November 2019. • Missing Horse awareness signs – reported to NCC 30th November 2019. • Report from NCC officer – green slime on pavement beside Obelisk is slipping hazard – passed to Felton PC 5th December 2019. 19.3.2020 Felton PC advised work completed. • Loose sign at Leamington Lane/The Avenue crossroads. Reported to NCC 15.1.2020. • Right hand turn sign broken off in NotM (beside Ash Cottage) reported to NCC 23.1.2020. Chased up with NCC Area Highways Manager 19.2.2020. • Complaint about speeding though Notm received 26.1.2020. • Leamington Lane drain and manhole outside Swarland Primary school – blockage issues referred to NCC 5.2.2020. • Complaint from residents (repeated) defective streetlight on corner of The Avenue/Kenmore Road , Swarland – No. 11NE – (originally reported to NCC 18th October 2019 & Repaired 30th November 2019). Reported again 10.2.2020. • Potholes opposite Quarry House, NotM reported to NCC 12/2/20 & photos sent in. • Worn road markings at NotM reported 10.3.2020. • Broken off directions footpath sign on Footpath No 35 (south end) reported to NCC 10.3.20 and photos sent in to Countryside Officer. • Fly tipped toilets and basin pedestals in layby by NotM to Swarland 	

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	<p>road. Reported to NCC 19.3.2020. Removed 26.3.2020.</p> <ul style="list-style-type: none"> • Request for street sign to Old Park Road – referred to NCC 20.3.2020 who have placed order for sign. Temporary sign put in place by Cussins. • Fly tipped tyres in bushes beside gate to Sewage plant NotM. Reported to NCC 10.4.2020 – Removed 17.4.2020. • Bags of waste on old A1 south of NotM – removed 16.4.2020. 	
12.	<p>Correspondence: NCC Letter from County Councillor Glen Sanderson updating on Local Services provision during the COVID 19 outbreak (Dated 7th April 2020).</p>	
13.	<p>Requests for Next Agenda: None.</p>	
14.	<p>Urgent items: None.</p>	
15.	<p>Date of Next Meeting – 27/5/2020 JH (Annual Parish Meeting), 24/6/2020 SVH, 22/7/2020 JH.</p>	

Meeting finished at: 20.10