

# NEWTON on the MOOR & SWARLAND PARISH COUNCIL

## Minutes of the Parish Council

Meeting held on **Wednesday 23rd July 2014** in the **Jubilee Hall, Newton on the Moor**

Present: Cllrs G. R. Anderson, Mrs H. Handyside, Mrs D. Lewney, Mrs C. Preston, Mrs S. Richardson, Ms S. Spurling, Mrs S. Stanley.

The Parish Clerk in attendance.

### ACTIONS

1. **Apologies** – Cllrs R. Brotherton, L Fahy, D. Francis, N. Mansfield, E Sells
2. **Co-option of new Parish Councillor** (Item brought forward on Agenda)  
A letter of application had been received from Ms Sharon Spurling for the vacant post. A vote was taken on her co-option and unanimously agreed.
3. **Declarations of Interest in items on the agenda**  
Cllr Spurling – Item on Coast View.
4. **Public questions and Reports (including Police Updates)**
  - a. Mr Ken Walters spoke in connection with planning applications that may be received in the future which are outside the current village envelope.  
He described how the Equestrian Centre, Swarland initially came into being, the business was separated from the house, and now an application has been made to develop on what was originally a green field site outside the village envelope. Mr Walters pointed out that as the new Planning Framework is not yet in force, we have to use the existing settlement plan in considering applications.  
He asked how the Parish Council decides on comments made on planning applications. Cllr Stanley responded that comments are collected from Cllrs which forms the response. In connection with the Equestrian Centre however, there was a meeting but normally planning discussions are by email.  
Mr Walters said that according to the Community Parish and Local Councils (CPALC) Parish Councils cannot make decisions by email, they can only be made at a properly constituted meeting and suggested that the Parish Council should review the way in which it reviews planning decisions.  
Cllr Stanley responded that the Parish Council is not making a decision on applications, only coming to a consensus on comments.  
Mr Walters called on the Parish Council as community protector to stand firm [regarding village envelope] to prevent overdevelopment of Swarland.  
Mrs Vera Vaggs agreed with Mr Walters and expressed her concern at the rate of development in the area. She was concerned that there was no public debate about planning applications but that all is now done by emails, behind closed doors. Feels things have changed and not for the better.
  - b. Mrs Vaggs brought to the attention of the Parish Council that a Service to commemorate the start of WW1 was to take place at The United Reform Church in West Thirston, on 4<sup>th</sup> August. Details on posters on Parish Notice boards.
  - c. Mrs Vaggs commented on the original development of Coast View (item 7g) and that she is keen to see the road surface improved.
  - d. **Police Update**  
A representative of Northumbria Police had been expected to the meeting but in their absence the Clerk summarised the recent updates on Police activity in the area that we have been advised of via the Community Messages;
    - Police are interested in tracking down a suspicious Black Nissan Navarra type pick up which has been seen in the area (Powburn/Rothbury/Forestburngate).
    - Another suspicious vehicle – a white flatbed transit van – which was stolen earlier in the month has been recovered together with a quad bike which had been stolen in the Wooler area.
    - A young man from Old Swarland has been convicted for receiving stolen goods.
    - Updated Crime Prevention Guidance for preventing thefts from rural farms is now available online.
5. **Presentation** from Mr Thomas Hague, General Manager, Percy Wood Country Park.  
This has been deferred to the next meeting.

Clerk

# NEWTON on the MOOR & SWARLAND PARISH COUNCIL

6. Minutes of the meeting held on 25 June 2014 – were agreed as a true record.
7. To consider matters arising from the meeting on 25 June 2014
- a. Letter re: speeding  
The draft letter has been circulated by Cllr Brotherton for comments and is ready to go. Clerk  
Agreed not to send to Police at this stage.
  - b. Height of Grass on A1 reservation – This has been cut.
  - c. N. Water future programme of drainage works in village – letter sent to NWA, no response as yet.
  - d. Member of the public's request re striking letters from PC record – following informal advice from Monitoring officer, it was agreed that record should stand.
  - e. Pot holes at Overgrass – NCC contacted again but no response as yet. NCC claims all potholes filled that had been reported by December 2013 but this hasn't been done. Discussion on what action could next be taken. Suggested to report via Pothole reporter. Clerk
  - f. Repairs to B6345 from Old Swarland to Felton – no response from NCC on this. Clerk  
Condition worsening.
  - g. Coast View – for costs to making this up to an adoptable standard. Clerk has received advice from NCC that for adoption, legal agreement needed from parties fronting onto road, lighting up to adoption standard, drainage up to adoption standard of Northumbrian Water and road surface to adoption standard. This is not needed for this type of road, suggested just resurfacing. Agreed to get costs of work from contractors to put on table for further discussion if necessary. Clerk
  - h. Funding suggestions for Newton on the Moor from CC Thorne's Members Scheme. Suggestions of railings to front and hand rail to path of Jubilee Hall passed to Cllr Thorne. Additional suggestion made by Cllr Anderson that there is a need for a railing to the rear of Vyner Park Pavilion overlooking the bowling green and hand rails to steps – Agreed to forward additional suggestion to Cllr Thorne. Clerk
  - i. Extension of yellow lines outside Swarland 1<sup>st</sup> School – Clerk has referred this issue to the Locality Development Team as no response has been received from NCC. Double yellow lines extension is needed by 2<sup>nd</sup> September. Clerk
  - j. Cattle Shelters – Response from Heritage Lottery Fund has been received. In order to qualify for funding all projects need to meet a minimum of one outcome for people and one outcome for heritage, and further development work is needed to the application. Discussed need to make it publically accessible, ownership issues, to develop historical education side, interpretation boards. Need to build legal fees for ownership transfer into application. Clerk  
Agreed to discuss with Mr Hague, General Manager, Percy Wood Country Park at the next meeting.
  - k. Speedwatch feedback – residents concern over methodology. Clerk has approached Northumbria Police on this but in absence of complainants details action difficult. Cllr Stanley advised that Cllr Brotherton now has additional information. Clerk
  - l. Form of words for dealing with letters from the Public – still outstanding. Clerk
  - m. 20mph speed limit at approaches to Swarland School – Need to be considered with Local Transport Plan item. Clerk
  - n. Timing of Vyner Park Charity Management Committee meetings -Cllr Stanley advised that an informal meeting of the VPCM Committee had taken place on 21<sup>st</sup> July at which it was agreed – subject to Cllrs Handyside and Fahy's agreement – that 4 publicly advertised meetings would be held annually on the second Wednesday of the month at 7.30pm in VP Pavilion. All
  - o. Potholes at crossroads near school – Clerk advised these had been filled but additional works are needed because of surface water problems (see also 8a following).
  - p. Central reservation markings at Guyzance turnoff on A1 – Aone had been contacted by Clerk and responded that re-marking is due to be carried out between Marshall Meadows (Berwick) and Warrener's House (Morpeth) as part of works currently being done. This will be completed by 19<sup>th</sup> September 2014.
8. **Requested agenda items**
- a. **Co-option of new Parish Councillor (see item 2)**
  - b. **Feedback on Parish Group Meeting with NCC (Cllr Stanley)** The meeting took place at Rennington on 8<sup>th</sup> July attended by Cllr Stanley and the Clerk along with representatives of around 10 other local Parish Councils. The opportunity was given before the meeting took place to discuss issues with Council officers. All the outstanding pot hole and double yellow line markings issues were brought up with Terry Garnick (Highways), and planning issues were discussed with Julie Seaton Clerk

# NEWTON on the MOOR & SWARLAND PARISH COUNCIL

(Planning).

The main meeting was chaired by Phil Soderquest, Acting Head of Public Protection assisted by Ian Hedley from the Locality Development Team. Mr Soderquest explained the aim of the meeting was to build better relationships between NCC and the town & Parish Councils in Northumberland, to encourage contributions and unblock blockages. The sequence of local meetings will culminate in a Conference to be held in September. It is hoped that an action plan will be produced and the framework is the new Charter. This aim of working better collectively is similar to the old 'cluster' meetings. Hot topics suggested by the PC's present included: dog fouling, highways maintenance, potholes, concern that things weren't done that were supposed to have been done, and lack of follow up communication after initial contact. It was emphasised that there was a need for honest answers even if these were to say nothing could be done for a number of months. Hopefully the initiative will have positive outcomes.

- c. Local Transport Plan Programme 2015/16** – decision on top three highways and transport priority issues for Parish. (document in circulation). Cllr Stanley suggested that as this is not needed until 26<sup>th</sup> September the item could be deferred to next meeting – Agreed. Clerk

- d. Receipt of External Audit – to note receipt of satisfactory conclusion of audit.**  
The Certificate of satisfactory completion had been received from the external auditors BDO, with only a few minor issues such as correcting the clerk's details to be attended to. The Certificate to be posted in Parish Notice Board.

- e. Report back from Cemetery Committee (Cllr Anderson)** – Auditors want the Cemetery Committee to have their own accounts which the Committee has resisted. Currently the accounts are done through Felton Parish Council bank account but as it is a separate body, the accounts should be done separately. There is no problem with the actual accounts – just the presentation method. A compromise has been reached however which the Auditors will accept.

- f. Commemoration of start of WW1 - decision on form of tribute.** – This had been discussed in April in response to a query from Mrs Vaggs. Felton PC are simply laying a spray of white flowers, with no associated ceremony. Standing orders were suspended by Cllr Stanley to allow Mrs Vaggs to describe the ceremony details and timings planned by the URC/St Michael in Felton, then standing orders were resumed. After discussion it was agreed that the Clerk would provide a wreath with white flowers to be laid at 11.00 am on 4<sup>th</sup> August. A sign will be put up saying that this will be done – Agreed. Clerk

- g. Expenditure needed on play area equipment (Cllr Anderson)** – The RosPa report notes that the rubber hammock in the teenage area needs replacement or repair. Cllr Anderson agreed that it would be wise to remove the hammock now to avoid injury. Costs have been obtained from Playdale. Cllr Anderson

The total expenditure needed for a new hammock, horizontal pole, a new spring for the aerial rail, fixings bolts etc total £907.06 inc VAT (supply only) - Expenditure agreed. Cllr Anderson

In addition, Cllr Anderson has been able to buy an oak plank with which to repair the see-saw costing £45.00 – expenditure agreed. Cllr Anderson

Cllr Anderson also explained that the fence to the play area needed repair with replacement of rotten timbers rails. It has previously been agreed that Mr Hobson would do this. However additional expenditure is needed on work to replace three posts on the playing field side which would cost in the region of £200 – expenditure agreed. Cllr Anderson

Cllrs discussed the need to get parents on board for fundraising for future work, possibly via the school and Percy Wood. Until now, major expenditure has not been needed. The VPC Management Committee has already identified the need for this.

## 9. Report by County Councillor – none received.

## 10. Finance

- a. Bank statements – Lloyds Current, £5,655.30, Lloyds Instant Access £3,863.28. Treasury £15,000.
- b. Clerks' salary and expenses: £216.27 plus expenses £31.32 = £247.59 HM Revenues and Customs PAYE £54.00 - Agreed
- c. Other receipts and payments:
  - i) Receipts: £230.80 Get Going Grant for June 2014 Bus Service NCC.
  - ii) Payments: BDO (External Audit) £120.00, Playsafety (playground inspection) £99.60 - Agreed

# NEWTON on the MOOR & SWARLAND PARISH COUNCIL

Rates Bill for Vyner Park Pavilion £314.13 – Clerk advised NCC have agreed to suspend this until the account is updated about transfer to Vyner Park Charity.

Water Bill Vyner Park & Electricity Bill to next meeting.

Reimbursement to Cllr Brotherton £10 for closure of Swarland Sports & Recreation Ltd – Postponed until clarification can be sought from Cllr Brotherton.

Window Cleaning at Vyner Park Pavilion £40.00 reimbursement to Cllr Stanley – Agreed.

## 11. Planning

### a. To report on any planning decisions:

13/03556/FUL 14 Kenmore Road, Swarland. Resubmission of 13/01308/FUL Extension to rear and into roof to form one and a half storey building. – Application Refused and Appeal refused 27 June 2014. The full details of the Inspectors report are on the NCC Planning Portal site.

14/00648/LBC - Newton Hall - convert existing outbuildings into flats and houses – Pending consideration.

14/01263/VARYCO Old School NOM, variation to condition 4 – Approved.

14/01321/FUL - Land Adj 38 Park Road - New dormered dwelling with attached garage – Approved.

14/01464/FUL – Land North of Equestrian Centre, detached house and garage – Pending consideration

In connection with application 14/01464/FUL – Land North of Equestrian Centre, Cllr Handyside proposed that if the application is heard at an NCC Planning meeting, that the Parish Council would send someone to represent the Parish Council's views and the content of any statement to be made would be agreed by Councillors beforehand – Agreed.

All

14/016421/FUL - Retrospective - Erection of agricultural building to store hay and straw for livestock. Hay storage shed will be 14.5 metres long x 7.27 metres Newton Low Hall Newton-On-The-Moor Morpeth Northumberland NE65 9LD – Pending consideration.

### b. To consider any planning matters:

14/01980/OUT – Land Northwest of the Larches, Nelson Drive. Outline, construction of 1 residential dwelling with associated change of use of land to residential curtilige. – In circulation.

Cllrs discussed whether a letter should be sent to NCC re: giving weight to the current village envelope whilst waiting for the new standards to come into place The feeling of the Parish Council was that the existing Planning Policy should be adhered to. It was agreed that clarification would be sought from the NCC Planning Department.

Clerk

Cllr Handyside proposed that the Parish Council have an additional standing order. This would set up a programme of meetings taking place two weeks before the Parish Council meeting so that if necessary, face to face meetings could be held in public to discuss planning applications. It was suggested the meetings could take place at 7pm to avoid clashing with VPC Management Committee meetings, though Cllr Stanley had reservations about this timing. – Agreed subject to Clerk checking procedure with NALC. In the meantime, ad hoc meetings would be called if necessary and an agenda publicly displayed.

Clerk

## 12. Correspondence

Receipt of External Audit from BDO (see item 8d).

Invitation from The Lieutenancy of Northumberland – Service of Commemoration to mark Outbreak of WW1 Hexham Abbey, Sunday 3<sup>rd</sup> August 2014 – to circulate to see if any Cllrs are able to attend.

Clerk

Playground report from RosPA – in circulation (see item 8g).

Paperwork for changes to signatories from Lloyds Bank – to complete and return to Lloyds

Clerk

Community Action Northumberland News Summer Issue – to circulate

Clerk & Councils Direct Publication – to circulate

Clerk

Request for donation to Friends of Alnmouth Station – discussed and declined.

Clerk

## 13. Urgent items

a. Cllr Anderson said that two loads of chipped trees have been dumped in the Vyner Park

## NEWTON on the MOOR & SWARLAND PARISH COUNCIL

car park. Information is sought on where it came from. Cllr Richardson advised she had spoken to someone who mentioned seeing work being done nearby. Cllr Richardson has had two volunteers contact her to spread the material or use it in annual bonfire.

14. **Requests for next agenda** - Notice Board for Old Swarland as suggested by Mrs Vaggs.
15. **Date of Next Meeting** to be held on **27 August 2014 at 7.00pm** in Swarland Village Hall, Swarland.  
The Meeting closed at 9.30pm.  
Future Meetings, 24/09/14 JH, 22/10/14 SVH, 26/11/14 JH, 28/1/2015 SVH, 25/2/2015 JH, 25/3/2015 SVH.

Clerk