

# Broomley and Stocksfield Parish Council

## **Minutes of the Meeting of the Parish Council held on Monday 1 February 2016 at Stocksfield Community Centre**

**Present:** Ms M Hunt (Chair), Mr J Davison, Mr P Newman, Mr D Parke, Mr M Parker, Mrs K Pollock, Professor R Thompson, Dr P Vickers.

Mr N Spencer (Clerk to the Council)

**Apologies:** Mrs J Robson, Mr J Roy

**Also present:** Mrs J Furniss (resident)

The Chair opened the meeting at 7.30pm. She welcomed those present and introduced newly co-opted councillor Mr P Newman.

### **16/14 Declarations of Interest**

The following declarations of interest were made: Chair and Dr Vickers - Stocksfield Community Association; Mrs Pollock – Stocksfield Cricket Club, British Red Cross.

### **16/15 Public Participation**

There were no items of public participation.

### **16/16 Minutes of the Meeting held on 4 January 2016**

It was AGREED that the minutes of the meeting held on 4 January 2016 were a true and accurate record (proposed Dr Vickers, seconded Mr Parke).

### **16/17 Matters Arising**

#### ***Annual Parish Meeting – Speaker***

The Clerk reported that contact with staff at Hexham Hospital had revealed that Northumbria NHS Trust were likely to be able to fulfil the request of the Council although there had been no formal undertaking to date.

### **16/18 County Councillor Update**

Mrs Dale had apologised for her absence but had provided a written update which was read by the Chair. Mrs Dale referred to recent flooding that had occurred in Stocksfield (and elsewhere) and said the County Council is investigating the causes. She undertook to report further in due course and confirmed that gully clearance machines were operating in the area.

### **16/19 Finance**

#### ***a) Approval of January Payments***

It was AGREED that the payments for January be approved as detailed in the previously circulated schedule (proposed Mr Davison, seconded Mr Parke) and the summary of receipts and payments was noted.

### **16/20 Stocksfield Sports Fields – Flooding**

The Clerk reported that the north east football pitch had suffered significant surface water flooding following the severe rainfall in January. Investigation revealed the culvert underneath the railway embankment had become blocked with branches and other debris. Network Rail will clear the blockage within the next 23 days but approximately 100m of ditch within the eastern boundary of the field is now full of debris and silt. The Clerk is liaising with Network Rail to secure permission to undertake the work adjacent to the railway embankment. After discussion it was AGREED (proposed Mrs Pollock, seconded Prof Thompson) to approve the clearance of the ditch by Conley Haulage and Plant in accordance with their quote, subject to approval of Network Rail.

**Action: Clerk DISCHARGED**

# Broomley and Stocksfield Parish Council

## 16/21 Advisory Groups

### a) General Governance Advisory Group (GGAG)

#### i) Notes of GGAG meeting 18/01/16

Members noted the previously circulated notes.

#### ii) Future Audit Arrangements

The arrangements for external audit are changing leaving the Parish Council with two options for the provision of external audit. After discussion it was AGREED in principle (proposed Mr Parke, seconded Prof Thompson) to use Smaller Authorities' Audit Appointments Ltd subject to any further guidance on the matter. **DISCHARGED**

#### iii) Management of Sports Facilities

The Chair outlined minor changes proposed to the agreements between the Council and Stocksfield Cricket Club and Prudhoe and Stocksfield RUFC which were AGREED.

**Action: Clerk DISCHARGED**

Corbridge Football Club (under 14s) had approached the Council to use a pitch temporarily whilst their pitch is reinstated after the flood in December. It was AGREED to endorse the Chair's granting of permission and to charge £20 per game. **Action: Clerk DISCHARGED**

Stocksfield Football Club had requested permission to install a metal container adjacent to the Cricket Club's container. It was AGREED to permit the placement of a container adjacent to the existing container provided it was of the same size and colour. **Action: Clerk DISCHARGED**

The Chair highlighted the importance of arranging an early meeting of Stocksfield Sports Fields User Group. **Action: Prof Thompson, Mr Davison, Mrs Pollock**

#### iv) Workplace Pensions

The Clerk declared an interest in this item but it was AGREED to allow the Clerk to remain in the meeting. The Chair reminded members of the requirement to offer a workplace pension for the Clerk with effect from 1 February 2017. The Clerk must be enrolled in a suitable scheme despite the fact that he has already indicated he would opt out. The automatic enrolment must occur every three years (although it is not automatic and needs to be prompted by the Council). After discussion it was AGREED to offer the National Employment Savings Trust (NEST) and the Clerk was asked to progress the matter with the Council's payroll provider. It was further AGREED to amend the Clerks' Terms and Conditions of Service accordingly.

**Action: Clerk DISCHARGED**

#### v) Donation – British Red Cross

After discussion it was AGREED to donate £25 to the British Red Cross in accordance with Sec 137 Local Government Act 1972.

**Action: Clerk DISCHARGED**

#### iv) Letter of thanks – Northumberland County Council (NCC) Staff

Mr Davison suggested that a letter of thanks be sent to NCC staff who worked tirelessly throughout the night of 4 January 2016 to clear New Ridley Road and prevent flooding of houses from heavy rainfall. After discussion it was AGREED to write and express the Council's appreciation.

**Action: Clerk DISCHARGED**

### b) Planning Advisory Group (PAG)

#### i) Planning Report

Members noted the contents of the planning schedule and endorsed the PAG recommendations as follows:

<b>16/00103/FUL</b> <b>185 New Ridley Rd</b>	Construction of two storey side extension	No comment 19/01/16
<b>15/04321/FUL</b> <b>Burnside Cottages</b> <b>Main Road</b>	Construction of new dwelling with a detached garage and office space.	No comment 01/02/16
<b>15/04198/FUL</b> <b>51 Meadowfield Rd</b>	Proposal to demolish front porch and erect new porch	No comment 01/02/16

#### ii) Pre-Application Protocol

Mr Parker referred to the feedback provided to NCC by the Clerk in respect of the Pre-application Protocol and the subsequent reply from NCC. It was AGREED that the Chair will discuss an appropriate response with the Clerk at their regular monthly meeting.

**Action: Chair, Clerk DISCHARGED**

# Broomley and Stocksfield Parish Council

## **16/22 Parish Council Representatives**

### *East Tynedale Town and Parish Councils' Forum (ETTPCF)*

The Chair attended the most recent meeting and highlighted the following areas of discussion:

- Town and Parish Council Resource Hub – designed specifically for local councils and not accessible via NCC's website. The Clerk will forward a link.
- Learning Together – a document had been previously circulated which described how to access the relevant website
- Flood Plans – Ovingham and Stocksfield are the only local councils with a flood plan.
- Rural Parishes Meetings in this area will now be incorporated into the ETTPCF
- Elections 2017 – There is a need to raise the profile of parish councils before the elections in 2017. Any ideas are welcome.
- Marley Tiles Site, Newlands – A proposal exists for a significant housing development.
- Whittonstall Action Group has disbanded after UK Coals withdrawn application.
- The next meeting is 13 April 2016

## **16/23 Vehicle Activated Traffic Calming Signs (VATCS) – Maintenance**

The Clerk referred to a previously circulated paper which identified the current position in respect of the maintenance of four VATCS devices in Stocksfield. After discussion it was AGREED to authorise

- an initial inspection of two Swarco VATCS devices (Brumwell Court and New Ridley Road) at a cost of £439.08
- their repair as identified during that inspection and
- a joint maintenance contract with Broomhaugh and Riding Parish Council and Swarco Ltd at £270 per annum (pro rata) for both Swarco VATCS devices.

In respect of the remaining two Unipart devices (A695 at Branch End and Birches Nook) it was AGREED to note the work of the Clerk with Unipart and to authorise the Chair to approve any negotiated arrangement for their maintenance subject to the projected spending to March 2017 remaining within the amalgamated unspent VATCS budget.

**Action: Chair, Clerk. B Forwd**

## **16/24 Any Other Urgent Business**

### *Neighbourhood Planning/ Parish Council Plan Meeting 22 February 2016*

The Chair reminded members of the above mentioned meeting and asked all to confirm to the Clerk if they are able to attend.

**Action: All members**

### *Dog exercising in Branch End Play Area (BEPA)*

The Chair referred to reports that a man is routinely allowing his dog to run free and defecate in BEPA early in the morning. The Clerk has posted a notice on the Council's website and facebook page (which has been shared to other pages) reinforcing the exclusion by law of all dogs from enclosed children's play areas in Northumberland and the potential fines that could ensue. Members affirmed that offenders would be prosecuted using NCC's enforcement team where evidence is available. The Chair asked that any evidence be made available to the Clerk. Other issues of dog fouling near the school and sports fields had already been reported to NCC.

**DISCHARGED**

## **16/25 Date of Next Meeting**

7.30 pm 7 March 2016 – Stocksfield Community Centre.

The meeting closed at 8.58pm.