

# Broomley and Stocksfield Parish Council

## Minutes of the Meeting of the Parish Council held on Monday 4 September 2017 at Stocksfield Community Centre

**Present:** Ms M Hunt (Chair), Mrs J Furniss, Mr C Liddle, Mr D Parke, Mr M Parker, Professor R Thompson, Dr P Vickers.

Mr N Spencer (Clerk to the Council).

**Apologies:** Mrs J Robson.

**Also present:** Mrs A Dale (County Councillor), Mrs H Dixon (resident), Ms S Spowart (Hexham Courant)

The Chair opened the meeting at 7.30pm, welcomed those present and reported that Mrs Pollock has resigned from the Parish Council. Members recognised Mrs Pollock's valuable contribution over recent years and thanked her for her efforts. It was AGREED to write to her accordingly. **Action: Clerk**

### **17/91 Declarations of Interest**

There were no declarations of interest.

### **17/92 Public Participation**

There were no items of public participation.

### **17/93 County Councillor Update**

Mrs Dale updated members on Northumberland County Council's (NCC) Member's Local Improvement Scheme, a summary of which had previously been circulated to members. The scheme provides the County Councillor with £15,000 each year and all projects must be capital expenditure of a minimum of £2,000. Mrs Dale also updated on matters connected with NCC's Core Strategy, hedgerows and fly tipping and, as a result of a request from a resident, asked the Council to consider removing the bushes that obscure the view from the seat on Lead Road, overlooking Hindley.

### **17/94 Minutes of the Meeting held on 3 July 2017**

It was AGREED that the minutes of the meeting held on 3 July 2017 were a true and accurate record (proposed Dr Vickers, seconded Prof Thompson).

### **17/95 Matters Arising**

#### **a) Advisory Groups: Review of Roles and Membership**

The Chair reminded members of the current position in respect of membership of Advisory Groups. Dr Vickers was appointed as Convenor of the Rights of Way and Environment Advisory Group and Prof Thompson was appointed to the General Governance Advisory Group.

**DISCHARGED**

#### **b) Branch End Play Area (BEPA) – report of working group**

The Clerk reported that the works to install the new equipment are complete and that NCC has paid the grant funding from the Housing Developer Fund in full. The equipment was featured in a recent edition of the Hexham Courant.

**DISCHARGED**

#### **c) Sports field overspill car park – funding**

The Clerk reported that three responses to the request for residents' views in respect of the proposed borrowing had been received. One was in favour of the Public Works Loan Board (PWLB) application, another was totally opposed and a third advised the Council on matters connected with understanding the behaviour of drivers who park on the road. After discussion it was AGREED to progress an application to the PWLB (proposed Mr Parke, seconded Mr Parker).

**Action: Clerk**

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## **d) BEPA – Damage**

The Clerk reported that no further incidents of damage had occurred and NCC's Community Safety Officer has applied for a temporary closed circuit television system to be installed. Crime prevention advice has also been received from Northumbria Police. Members noted the update.

**DISCHARGED**

## **e) Stocksfield Community Association Trading Arm (SCATA) – Parish Council representation on Board**

The Chair reminded members of the previous proposal to appoint Dr Vickers to the SCATA Board as a representative of the Parish Council, not simply a Board member who is coincidentally also a parish councillor. As a result of a number of discussions it is clear that the advice from NCC's Community Regeneration Officer to Stocksfield Community Association that there should not be any representative members on SCATA's Board will not change. It was AGREED that the Council will continue to work in partnership with SCATA on specific issues, such as the residents' survey, and to revisit the issue in twelve months.

**Bring F'd**

## **f) Speeding traffic – New Ridley Road**

The Clerk reported that the delay in enforcement of the existing 30mph speed limit on New Ridley Road has been due to the consideration by NCC of introducing a 20mph limit on the road. This proposal has now been abandoned and the police anticipate enforcement action in the near future.

**Bring F'd**

## **g) Stocksfield sports fields – admission of dogs**

The Clerk has received replies from the Home Office and the Local Government Association, both confirming that the matter is one for the principal authority. However the issue has been submitted to the National Association of Local Councils for legal advice in respect of the views of NCC. Members noted the update.

**Bring F'd**

## **17/96 Finance**

### **a) Approval of July- August Payments**

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

### **b) Completion of external audit 2016/17**

Members received, approved and accepted the certificate of the external auditor (proposed Dr Vickers, seconded Prof Thompson).

## **17/97 Parish Council Representatives**

### **East Tynedale Town and Parish Councils' Forum**

The Chair had attended this meeting on 26 July 2017 and there were two main issues:

- Vehicle Activated Traffic Calming Signs (VATCS) - A report on this matter had been prepared by the Clerk and identified the potential for greater partnership working between councils to ensure standardisation of equipment and maintenance contracts. The forum agreed to undertake an audit of existing VATCS equipment as a first step.
- Partnership working – The opportunities for greater collaborative working were discussed and are expected to increase in the future.

### **4<sup>th</sup> Annual Town and Parish Council Conference – 05/10/17**

The Chair is unable to attend this event and any member who is interested was asked to contact the Clerk.

### **Joint Meetings with Town and Parish Councils 10/10/17**

The Chair referred members to previous meetings of the above which had been attended by the Chair and the Clerk. The meetings involve officers of NCC and representatives of other councils discussing issues of local concern but the content has never been of benefit to this Council. It was AGREED that the Council will not send representatives to the next meeting and that appropriate feedback should be provided to NCC.

**Action: Clerk**

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## **17/98 Advisory Groups**

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

#### *i) Notes of GGAG meeting 24/07/17*

Members noted the previously circulated notes.

#### *ii) Bank reconciliation to 30/06/17*

Members noted that the bank reconciliation to 30/06/17 had been checked and signed by Mr Parke.

**DISCHARGED**

#### *iii) Risk assessment 2017*

The Chair referred to the previously circulated risk assessment and suggested the addition of the office security alarm. The amended assessment was AGREED.

**Action: Clerk DISCHARGED**

#### *iv) Refurbishment of Bywell Bridge*

The Clerk referred to a proposal from NCC to install an additional seat and planters at the south side of Bywell Bridge. Members expressed the view that any street furniture should match the existing furniture and should be positioned to prevent parking on the new tarmac footpath.

**Action: Clerk DISCHARGED**

#### *v) Parish Council Groundsman Contract for services 2018/2021*

The Chair referred to the previously circulated draft contract for tender and after discussion it was AGREED to proceed to tender with a view to the Council awarding the contract on 06/11/17 and to give the Clerk authority to add items of work in consequence of NCC's development at Bywell Bridge.

**Action: Clerk DISCHARGED**

#### *vi) Review of Parish Signs*

The Clerk referred to a previously circulated report which proposed replacement or removal of the Council's existing signs and the use of a new corporate design. After discussion it was AGREED to ask the Communications Advisory Group to propose a corporate style, content and location of each sign and associated costs.

**Action: Clerk**

#### *vii) Local Transport Plan Programme 2018/19*

After discussion it was agreed that the Council's three highways and transport priorities for 2018/19 are as follows:

- The creation of a footpath from the junction of Lead Road/Ford Road to the southern end of New Ridley village
- The installation of strategically placed dropped kerbs on New Ridley Road in order to provide accessibility for wheelchair users etc from New Ridley village to Branch End
- Support and advice from NCC on how best to resolve the parking problems on New Ridley Road so as to improve safety.

**Action: Clerk DISCHARGED**

#### *viii) Christmas trees and lights*

Members AGREED to place an order for two Christmas trees, one at Bywell First School and the other at the Dr Syntax as in previous years. The Clerk was asked to look at other options to provide low voltage lighting.

**Action: Clerk**

#### *ix) Grant award policy*

After discussion, members AGREED the policy in its current form and to review it in 2019.

**Action: Clerk DISCHARGED**

#### *x) Public notice board at New Ridley*

The Chair referred to a request to install a notice board at New Ridley. After discussion it was AGREED to take no further action on this matter.

**DISCHARGED**

#### *xi) Northumberland Fire and Rescue Plan 2017/21 – consultation*

The Chair reported that, due to the deadline for submissions, the Council's response had been agreed at GGAG and members noted this information.

**DISCHARGED**

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### **b) Planning Advisory Group (PAG)**

Members noted the previously circulated planning report, including the delegated powers used, and the decisions of the PAG as outlined below:

<b>17/02286/FUL</b> <b>High Meadow House</b> <b>Apperley</b>	Erection of detached oak framed garage	No comment Note use of delegated authority.
<b>17/02325/FUL</b> <b>Land east of Stone</b> <b>House, New Ridley</b>	Construction of new house (revised application)	No comment. Note use of delegated authority (withdrawn 07/08/17)
<b>17/02417/FUL</b> <b>Land east of</b> <b>Apperley Dene</b> <b>Stocksfield</b>	Single new cottage to house essential rural workers	Object – site lies within Green Belt and there are no special circumstances. Note decision of PAG
<b>17/02440/FUL</b> <b>Meadsday</b> <b>New Ridley</b>	Proposed new garage and greenhouse to front of property	Object – building too close to boundaries and possibly too high. Note decision of PAG
<b>17/02690/FUL</b> <b>166 New Ridley Road</b>	2 storey extension to side, single storey to rear and loft conversion.	No comment Note use of delegated authority.

Members resolved to suspend paragraph 2.18 of Standing Orders relating to the length of meetings.

### **17/99 Bywell Bonfire and Firework Event 2017**

The Chair referred to a previously circulated report of the Clerk relating to the decision of Bywell Parish Council not to stage the Bywell Bonfire Event in 2017 or in future years. After discussion it was AGREED :

- not to take over the management of the event, due to the number of volunteer marshals needed to ensure crowd safety and
- to explore whether another local group or organisation could manage the event in future years, subject to relevant permissions from Allendale Estates.

**Action: Clerk DISCHARGED**

### **17/100 Fly tipping – New Ridley and Guessburn**

The Clerk reported that fly tipping of garden waste had been reported at locations in New Ridley and on the banks of Stocksfield Burn. NCC's Environmental Enforcement Officer (EEO) had visited houses in New Ridley and is monitoring the situation. The EEO also proposes to write to adjacent houses in Guessburn in conjunction with Karbon Housing. Members noted the update.

**DISCHARGED**

### **17/101 Dog waste bins – New Ridley and Guessburn**

The Clerk referred to a previously circulated report concerning the capacity of dog waste bins. After discussion it was AGREED that

- all future bins will be general waste bins of two types dependent upon the location
- all existing dog waste bins will be replaced with general waste bins
- the Council's branding will be placed on appropriate bins and retro-fitted to existing general waste bins that remain fit for purpose
- the use of general waste bins for wrapped dog waste will be promoted in NE43 News

**Action: Clerk DISCHARGED**

### **17/102 Any other urgent business**

There were no items of other business.

### **17/103 Date of next meeting**

Monday 2 October 2017

The Chair reminded members that the Remembrance Service is on Sunday 12 November 2017, thanked members for attending and closed the meeting at 9.47pm.