

## HORSLEY PARISH COUNCIL

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### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 18 SEPTEMBER 2017 AT 7.00PM IN THE WI/VILLAGE HALL

- 0936. PRESENT:** Cllr M D Senior, Chairman of the Council together with Cllrs A Turnbull, S Lynch, C Turnbull  
In attendance: Mrs M Senior, Clerk to the Council
- 0937. APOLOGIES FOR ABSENCE.** Cllrs Roe and R D Lillie. County Councillor Karen Quinn
- 0938. DECLARATIONS OF INTEREST.** Cllr A Turnbull declared a personal and prejudicial interest in matters relating to Northumbrian Water.
- 0939. ATTENDANCE BY REPRESENTATIVES OF NORTHUMBRIAN WATER.**  
Mike Foster, Project Manager, NWL attended the meeting together with 2 other representatives. Concerns had been expressed over the size of the mound adjacent to the existing waste water tanks and Mill Way. NWL are currently in the process of adding material to the mound for the excavation of Birney Hill Pumping Station. This area will be used as a holding area for materials until the completed structures are available for backfill. Upon completion of the earthworks activities the area will be shaped and landscaped as the tender and planning approval however they do not anticipate this being completed until late 2018. The large boulders and any other materials which are not suitable for use in the upper surfaces of the mound will be removed to suitable landfill. With regards to increased traffic associated with the construction project using the village to access the site, the orders are sent with copies of the approved routes and subcontracts contain specific clauses prohibiting the use of the village for access. NWL continue to review and monitor. Screening of the site was discussed. They are still in discussions with Northumberland Estate. NWL Environmental team is putting a plan together to be agreed by Northumberland Estates. NWL is to arrange a customer information event at the end of October. Parish Councillors are asked to bring ideas of what work they would like to see in the village and NWL will discuss at the event. They are to bring examples of what they have done in other areas.  
It was noted that NWL had encountered operational issues and tinkering would be carried out over a 10 day period. All vehicles will be diverted west out of the water works. The signs at the top of Mill Way had been damaged by the recent works in the village by the utility company. These will be re-instated.
- 0940. RESIDENTS.**
- a) **PLAY AREA HEDGES.** The hedges around the football field and play area are very overgrown. The Parish Council will arrange for the hedges to be cut back.
  - b) **WAR MEMORIAL.** Planning permission had been granted for repairs/improvements to the war memorial. The sample of the granite still needs to be approved by NCC and this will be chased up. Once this has been agreed, the work can go ahead.
  - c) **HEDGEHOG SIGNS.** A resident asked permission to put up hedgehog warning signs on the lamp posts around Cherry Tree Gardens. The Parish Council had no issue with this.
  - d) **FOOTPATHS.** It was noted that the residents of South Farm had cleared the footpath alongside their property to Water Lane. A letter of thanks will be sent.  
Maurice Holliday had cleared the blackthorn and hawthorn from the footpaths at Horsley Marsh and Horsley Hill. It was noted that there is Japanese Knotweed along Mill Way in the hedgerow and also in Horsley Woods. The logging planned for Horsley Woods had been deferred until next year.
  - e) **STREET LIGHTING.** It was noted that the street light at the bottom of Dunslaw Croft was out. This will be reported.
- 0941. MINUTES.** It was proposed by Cllr A Turnbull, seconded by Cllr M D Senior and AGREED that the minutes of the meeting held on **17 July 2017** be signed as an accurate record.
- 0942. MATTERS ARISING.**
- a) **Bus Shelter** Minute 0922a refers. A quote had been received to install a bus shelter at the bus stop at Cherrytree Gardens. This will cost £2033. Permission had been received from NCC. It was agreed to amend the quote to include perch seating and then go ahead.
  - b) **Play Area.** Minute 0924b refers. NWL had agreed to look into the possibility of removing the old wooden trim trail as it is now in a dangerous state. The removal of the soil heap is also to be looked into.
- 0943. CORRESPONDENCE.** All correspondence and information items received since the July meeting had been listed on the agenda and most of this correspondence had been circulated by email.
- 0944. DEFIBRILLATOR TRAINING.** A training session in use of the defibrillator is to be held at The Hearth on Wednesday 20<sup>th</sup> September from 6-8pm. The training is being delivered free by the North East Ambulance Service.
- 0945. PLANNING APPLICATION NOTICE OF PUBLIC CONSULTATION.** It was noted that a Public consultation on the Northumberland County Council Planning Application to construct a new build school Ponteland Primary and Ponteland High together with a new build Leisure and Community Centre at Callerton Lane, Ponteland had been held on 7<sup>th</sup> September. Information had been circulated to all councillors.

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- 0946. NALC TRAINING PROGRAMME 2017-18.** A number of events funded by the Transparency Fund will be held before 31 March 2018. A substantial half day conference on Managing Common Land and Village Greens will be held later in 2018. Possible topics for training events could be on Publicity, Social Media and Communication; Finance and/or VAT and/or PAYE; health and Safety; Freedom of Information; Managing Services.
- 0947. A1 IN NORTHUMBERLAND PROGRAMME PREFERRED ROUTE.** Routes identified between Morpeth and Felton and Alnwick to Ellingham dualling upgrade. A further Public Consultation Event will be held during 2018. Further information is available at [www.highways.gov.uk/A1inNorthumberland](http://www.highways.gov.uk/A1inNorthumberland).
- 0948. GREAT NORTH AIR AMBULANCE.** Thank you letter received from the Great North Air Ambulance for the donation of £200.
- 0949. ANNUAL PARISH AND TOWN COUNCIL CONFERENCE.** The Annual Town and Parish Councils Conference is to take place on Thursday 5<sup>th</sup> October at County Hall. There will be a Marketplace with refreshments available from 2.30pm and the conference will take place from 4-6pm.
- 0950. COMMUNITY CHEST SCHEME.** Northumberland County Council's Community Chest Scheme is now open to new applications. Although Parish and Town Councils cannot apply to the fund, community groups within the parish may benefit from the scheme. Application forms and guidance are available on the County Council website. <http://www.northumberland.gov.uk/Business/Grants/Grants-Funding.aspx#communitychestscheme>
- 0951. JOINT MEETINGS WITH NCC AND PARISH AND TOWN COUNCILS.** Joint Meetings with NCC and Town and Parish Councils are to be held in October 2017. The meetings follow an interactive and participant format and discussion is usually facilitated at each table by a County Councillor.
- 0952. HEXHAM CONSTITUENCY COMMUNITY CHAMPION AWARDS.** Guy Opperman MP launched his community Champion Awards in June 2017. Nomination forms received to nominate anyone who may deserve an award.
- 0953. INFORMATION ITEMS**
- NALC – weekly eNews
  - Clerks and Councils Direct – Issue 113 September 2017
  - Northumberland County Council – Local Services – Update on Key Contact Details
- 0954. PLANNING APPLICATIONS.**
- a) PLANNING DECISIONS/APPLICATIONS.** Details of planning decisions and applications as circulated were AGREED by all Councillors and are listed below:-

REFERENCE	ADDRESS	DESCRIPTION	DECISION
17/01760/LBC	Slate House, Welton	Listed building consent for construction of single storey link, change of use of barn and land to residential use and internal alterations to barn and dwelling	Decision awaited
17/01749/VARYCO	Slate House, Welton	Variation of condition 2 (approved plans) and 6 (landscaping) and update and assessment of condition 7 (bat report) pursuant to planning appeal APP/P2935/W/15/3130845 in order to accommodate minor amendments to the design and to enable landscape design to be completed	Decision awaited
17/02349/VARYCO	West End Cottage	Variation of condition 2 (approved plans) pursuant to planning permission 16/04634/FUL to allow a change of dimensions due to conditions encountered on site and change of materials to offset additional costs	GRANTED
17/01792/VARYCO	Dan's Waterside Cottage, Welton	Variation of condition 2 pursuant to planning permission 15/03632/FUL in order to move building east by 3.5m	Decision awaited

**0955. FINANCE**

- a) ACCOUNTS FOR PAYMENT.** It was proposed by Cllr M D Senior seconded by Cllr S Lynch and AGREED accounts on the list as circulated be paid.

PAYEE	DESCRIPTION	NET OF VAT	VAT	CHEQUE AMOUNT	CHEQUE NO
Mrs A Senior	Salary	338.20		338.20	SO
HM Revenue Customs	PAYE	84.40		84.40	000905
M Blair	Grass cutting	500.00		500.00	000906
Came and Company	Insurance renewal	1045.98		1045.98	000907
East Tynedale	Donation	20.00		20.00	000908

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Community Forum					
Mrs A Senior	Play area inspections	75.00		75.00	000909
BDO LLP	Audit fee	130.00	26.00	156.00	000910
Vistaprint	Litter bin sticker	11.44	1.91	9.53	BP
Mrs A Senior	Play area inspections	75.00		75.00	BP
<b>Income</b>					
Lloyds Bank	Interest	0.43		0.43	10.08.17
Lloyds Bank	Interest	0.44		0.44	10.09.17
Northumberland CC	Precept payment	5250.00		5250.00	12.09.17

- b) **RENEWAL OF INSURANCE POLICY.** Insurance documentation received for the renewal on 1<sup>st</sup> October 2017. The long term agreement is due to expire on 30<sup>th</sup> September 2018.
- c) **TO ACCEPT AND APPROVE THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2017.** It was proposed by Cllr M D Senior, seconded by Cllr S Lynch and AGREED to accept and approve the Annual Return for the year ended 31 March 2017. The annual return including the certificate from BDO LLP and notice of conclusion of the audit will be published for 14 days.
- d) **ISSUES ARISING REPORT FOR THE ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2017.** The following issues had been raised by BDO LLP during their audit of the annual return for the year ended 31 March 2017.
- **Amendments to the return** – The annual return had to be returned for amendment.  
**Action by Parish Council** – The Parish Council will ensure that the annual return is fully and correctly prepared in future. The internal auditor will be asked to ensure that all boxes are correctly completed.
  - **Minor Issues.** The comparative figures in section 2 do not agree to the audited figures for the last year and the carry forward figure is different to last year's audited figure by £1!  
**Action by Parish Council** – The Parish Council will ensure in future years that the minor errors are not included in the Accounting Statements.

**0956. VILLAGE ISSUES.**

- a) **LITTER PICK.** It was agreed to carry out the bi-annually litter pick on Saturday 28<sup>th</sup> October. Equipment will be made available outside 7 Stonecroft.

**0957. TO CONSIDER PRIORITIES FOR INCLUSION IN THE LOCAL TRANSPORT PLAN 2018-19.**

The Council is once again invited to submit three priorities to be included in the NCC Local Transport Plan Programme 2017-18. The following priorities were agreed for inclusion:-

- a) Footpath improvements – resurfacing.
- b) Rumble strips – request for rumble strips to be installed across the whole carriageway.
- c) Mill Way – resurfacing.

**0958. REPORTS FROM REPRESENTATIVES ON COMMITTEES**

- a) **OVINGHAM JOINT BURIAL COMMITTEE.** The headstones in the cemetery are to be topple tested. Before this can be carried out a map needs to be created of the headstones. It was noted that tree work is to be carried out at the entrance to the cemetery.
- b) **EAST TYNEDALE PARISH AND TOWN COUNCILS FORUM.** The next meeting of the Forum will be held on Wednesday 12<sup>th</sup> October 2017.

**0959. REMEMBRANCE DAY.** Cllr M D Senior lays the wreath every year on behalf of the village on Remembrance Day. If any member of the parish would like to do this on behalf of the village they are asked to contact the clerk.

**0960. DATE OF NEXT MEETING.** The next meeting of the Parish Council will be held on Monday 20<sup>th</sup> November 2017 at 7.00pm in the WI Hall.

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Signed as an accurate record