

CORBRIDGE PARISH COUNCIL
MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON WEDNESDAY 26TH
JUNE AT 19:00 IN ROOM ONE OF CORBRIDGE PARISH HALL

PRESENT: Cllr W Clouston, Chair of the Council together with Cllrs C G Curry, M J Stone, L Rogers, S Ahmed, R Tipping and N M Oliver

- 0624.01 Residents present raised several issues and where relevant they are listed together with the actions that will be taken, if required. In due course, if necessary, reports will be made back to the Council.
- a) Flooding. A resident attended the meeting to discuss the recent flooding event on 29th May 2024. Properties on Stagshaw Road/Corchester Lane and the surrounding area were affected. The resident had emailed a detailed report to the Parish Council which was noted. Northumbrian Water is undertaking a survey on Stagshaw Road and once this is complete, they can consider the options. Cllr N M Oliver had forwarded the report to Western Area Highway's Manager and asked him to take a look at any blocked gulleys/preventative maintenance and to the Flood and Coastal Erosion Risk Management Manager to look at the infrastructure. The Northumbria Integrated Drainage Partnership exists to address these issues and includes Northumbrian Water, County Council and the Environment Agency. A meeting is to be held on 10th July with the residents and NCC and Cllr N M Oliver will attend this meeting. The Parish Council is happy to support the residents and put pressure on the authorities responsible for the drainage network.
 - b) Deadridge Lane. Minute 0524.06a refers. It was noted that the encroachment is extending further into the lane. Cllr N M Oliver is waiting for a site visit with NCC Planning Enforcement.
 - c) Grants Bakery and Café. Concerns were expressed regarding the outside seating area which extends into the highway. Unfortunately, this area is classed as village green and therefore does not require a pavement licence. It was felt that it is a safety issue as vehicles turning from Middle Street into the Market Place are turning in the direction of the seating area.
 - d) Public Toilets. Minute 0524.17a refers. The public toilets are still being closed at 3.00pm. Northumberland County Council advise that this is due to vandalism of the toilets. Cllr N M Oliver is waiting to speak to the Area Manager, Neighbourhood Services to see if the opening hours can be extended. The Parish Council will consider taking over the responsibility of the toilets from Northumberland County Council. This will be a future agenda item.
- 0624.02 Apologies for Absence received and accepted from Cllrs C Burns, S Ahmed, J Shackleton and A Berrington.
- 0624.03 Declarations of Councillor's Interest, if any. Cllr N M Oliver declared a personal and prejudicial interest in item 0624.08 as a member of NCC Planning Committees
- 0624.04 To receive and accept Andrew Berrington's Declaration of Acceptance of Office. It was **RESOLVED** that Mr Berrington would sign his Declaration of Acceptance of Office at the July meeting.
- 0624.05 To approve and sign the minutes of the Council meeting held on **29th May 2024**. It was proposed by Cllr N M Oliver, seconded by Cllr M J Stone and **RESOLVED** to approve and sign the minutes as an accurate record.
- 0624.06 Actions taken following the meeting held on **29th May 2024**.
- a) Traffic survey. Minute 0524.11b refers. This is still to be carried out.
 - b) Parish Hall Shed. Minute 0524.11c refers. The base has been laid and the shed delivered on 26 June. The shed will be erected by the handyman in due course.
 - c) Hill Street. Minute 0524.11a refers. Cllrs W Clouston and N M Oliver will measure the stones for the new steps in due course.
- 0624.07 Finance/Administration
- a) Accounts for payment. It was **RESOLVED** to accept and approve the items of expenditure on the list, previously circulated. [See appendix A]
 - b) To consider quote to repair Cemetery footpaths. Only one quote had been obtained, despite efforts to obtain more, to lay plantings on the main paths and service road in the Cemetery to a depth of 50mm and create a smoother service. It was **RESOLVED** to accept the quote from JEM Road Construction Ltd at a cost of £11,822.01 ex VAT.

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- c) To consider purchase of 2 picnic tables for Corchester Field. Quotes had been obtained for 2 picnic tables to be installed on Corchester Field. It was RESOLVED to accept the quote from Jacksons of Hexham. The clerk will place the order and arrange delivery.
- 0624.08 Planning Applications. It was RESOLVED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. [See appendix B]
- 0624.09 Planning Decisions. It was RESOLVED that the Council receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated. [See appendix C]
- 0624.10 Annual Governance and Accountability Return for 2023-24
 - a) To consider and agree any actions arising from the Internal Auditor's Report. As there were no actions arising to consider it was RESOLVED to accept the Internal Auditor's Report.
 - b) To approve the Annual Governance Statement. It was RESOLVED to approve the Annual Governance Statement.
 - c) To approve the draft annual accounts, bank reconciliation, Asset Register. It was RESOLVED to approve the draft annual accounts, bank reconciliation and Asset Register.
 - d) To approve the Accounting Statement and Explanation of Variances. It was RESOLVED to approve the Accounting Statement and Explanation of Variances.
 - e) Notice of appointment of date for the exercise of public rights. It was RESOLVED that the date for the exercise of public rights would commence on 1st July 2024 until 9th August 2024.
- 0624.11 To receive reports, if appropriate from Working/Liaison Groups with enclosed minutes, if applicable including reports from the Chairman and County Councillor
 - a) Chairman's Report – No progress since the last meeting.
 - b) County Councillor's Report
 - i. Rope Swing. A resident had contacted expressing concern in light of the recent tragic incident in the river at Ovingham regarding the area on the north river bank where a makeshift swing hangs from a tree branch. Young people swing from this rope and drop into the river. After discussion around the benefit of erecting signs, it was agreed to contact the Parish Council insurance company to ask for advice.
 - ii. EV Charging Locations. Cllr N M Oliver had asked for suggestions/locations to install EV Charging points. The locations suggested are car park at Corbridge Middle School, village car park and the Health Centre.
 - iii. Hedge. Unfortunately, NCC cannot cut the hedge back on The Chains as it is too big a job. A contractor will need to be found. Cllr M J Stone agreed to speak to Trinity Estates who are the new management company for The Chains and ask for a quote.
 - iv. 20mph zone should be implemented by the end of July.
 - v. Litter bin. NCC had agreed that a new litter bin can be installed on the new estate. The handyman will install this in due course.
 - vi. Newcastle Road resurfacing should be complete next week.
 - vii. 19 St Helen's Lane. The planning application had been withdrawn for the demolition of the 3 bed dwelling and replacement with new 4 bed dwelling. Complaints had been received as the garden is very overgrown and is attracting rats. Public Protection is dealing with this.
 - c) To receive update on The Chains Public Open Space by Cllr M J Stone. Cllr M J Stone gave a brief update on the progress of Northumberland Estates taking back the responsibility of the Chains Open Space. Cllr M J Stone has a meeting with Trinity Estates next week. They will be taking over the management of the apartments and are interested in the rest of The Chains development. Discussions are ongoing regarding the £18,000 maintenance fees from the residents. There are issues with the landscaping which was not carried out as per the original plans and various tree works which need to be carried out. Cllr M J Stone will arrange a meeting with all residents of The Chains Development to obtain their views.
 - d) Aydon Green. Permission had been given for a resident to hold fitness classes of up to 10 people on Aydon Green for one hour per week from the beginning of June for six weeks. This was given on the condition that appropriate insurance is held, and a risk assessment carried out before the first session.

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- 0624.12 Any urgent business allowed by the Chairman/Agenda items for the next meeting [For information only]
- a) To consider request from Northumberland Coffee to offer takeaway coffee/snacks south of the river. Northumberland Coffee had applied for a street trading licence in Corbridge and would like to sell from the village car park or anywhere south of the river. This had been discussed several months ago. The Parish Council AGREED that it does not support trading from the village car park for a number of reasons including taking up a much needed parking space; litter along the riverbank; safety issues of people queuing/loitering in the car park where there are vehicle movements.
- 0624.13 Opportunity for residents to comment on any issue raised.
- a) Grants Bakery and Café. It was noted that Grants Bakery have temporarily closed the outdoor seating area due to the increased demand on the staff.
- 0624.14 Date of next meeting. The next meeting of the Parish Council will take place on Wednesday 24th July at 19:00 in Room One of the Parish Hall.

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APPENDIX A

ACCOUNTS FOR PAYMENT – 26TH JUNE 2024

Payee	Description	Gross payment	VAT	Net	Payment method
Rentokil	Washroom supplies	387.60	64.60	323.00	DD
BT Plc	Parish Hall telephone/WIFI	111.36	18.56	92.80	DD
EE	Mobile phone contracts	60.46	7.93	52.53	DD
Engie	Parish Hall gas supply	197.39	9.40	187.99	DD
Corona Energy	Parish Hall electricity supply - credit	-97.34	-4.63	-92.71	DD
Corona Energy	Parish Hall electricity supply	77.04	3.67	73.37	DD
Corona Energy	Parish Hall electricity supply	140.50	6.69	133.81	DD
Corona Energy	Parish Hall Electricity supply	101.38	4.83	96.55	DD
Corona Energy	Cemetery Chapels Electricity supply	31.61	1.51	30.10	DD
Corona Energy	Parish Hall Electricity supply	93.35	4.45	88.90	DD
Everflow	Parish Hall water rates	20.78		20.78	DD
H M Revenue and Customs	PAYE – June 2024	961.41		961.41	BACS
T W Pension Fund	Pension contributions – June 2024	937.07		937.07	BACS
A Curtis Window Cleaner	Bus stops and Parish Hall	90.00		90.00	BACS
Peter Rodger	Graphic design of Corbridge Matters	825.00		825.00	BACS
ADT Fire & Security Plc	CCTV Maintenance	124.19	20.70	103.49	BACS
PPL PRS Ltd	Music Licence – Parish Hall	805.58	134.27	671.31	BACS
Sum Up Payments	Parish Hall Hire charges	1.60		1.60	DD
Agilico Technologies Ltd	Photocopier maintenance contract	36.00	6.00	30.00	DD
Unity Trust Bank	Bank Account charges	18.00		18.00	DD
Unity Trust Bank	Bank Account charges	44.70		44.70	DD
Grenke Leasing Ltd	Photocopier lease	144.00	24.00	120.00	
Staff Wages	July 2024	3585.04		3501.84	BACS
Total		8,696.72	301.98	8,393.74	

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INCOME RECEIVED – JUNE 2024

Reference	Detail	Amount	Date
Plot 109	Social housing rent	390.00	03.06.24
Plot 66	Social housing rent	390.00	03.06.24
Art Group Wednesday	Parish Hall Hire	320.00	03.06.24
E Peart (675)	Cemetery Fees	930.00	04.06.24
Karate (674)	Parish Hall Hire	30.00	04.06.24
Advertiser	Corbridge Matters Advert	270.00	04.06.24
Ballet	Parish Hall hire	136.00	05.06.24
Ballet	Parish Hall Hire	426.32	05.06.24
Pilates	Parish Hall Hire	49.50	06.06.24
Pilates	Parish Hall Hire	77.00	06.06.24
Plot 111	Social housing rent	390.00	10.06.24
Tenant	Cemetery lodge rent	500.00	10.06.24
Funeral Services Ltd	Cemetery Fees	930.00	11.06.24
K Wood	Cemetery Fees	350.00	14.06.24
Children's Party	Parish Hall hire	72.00	14.06.24
Tynedale U3A	Parish Hall Hire	22.00	17.06.24
D Macfarlane	Cemetery Fees	270.00	17.06.24
Children's Party	Parish Hall Hire	64.00	18.06.24
Various (676)	Parish Hall Hire	441.00	18.06.24
Karate (677)	Parish Hall Hire	60.00	18.06.24
Various (678)	Cemetery Fees	2445.00	19.06.24
M Wright	Cemetery Fees	700.00	19.06.24
Karate (679)	Parish Hall Hire	35.00	25.06.24
Indoor Market	Parish Hall Hire	120.00	26.06.24
Zumba Kids	Parish Hall Hire	64.00	26.06.24
Zumbini	Parish Hall Hire	41.25	26.06.24
Advertiser	Corbridge Matters Advert	180.00	26.06.24
Training event	Parish Hall Hire	132.00	26.06.24
Zumba	Parish Hall hire	128.00	27.06.24
Choir	Parish Hall Hire	64.00	27.06.24
Art Group (Thursday)	Parish Hall hire	132.00	27.06.24
Bridge Club	Parish Hall Hire	384.00	27.06.24
Soulful Healing	Parish Hall Hire	33.00	27.06.24
Unity Trust Bank	Bank account interest	749.15	30.06.24
Total		11,325.22	

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MULTIPAY CORPORATE CARD TRANSACTIONS – JUNE 2024

Payee	Description	Gross payment	VAT	Net
Lloyds Bank Corporate Card	Monthly fee	3.00		3.00
Microsoft	365 Subscription	12.36	2.06	10.30
Online Playgrounds Ltd	Safety Surface repair kit	139.00	23.17	115.83
Amazon	Dog fouling signs	6.99		6.99
Amazon	Dog fouling stencil paint	45.84	7.64	38.20
Ryobi Tools UK	Strimmer spools/blade	58.97	9.83	49.14
Venues 4 Hire	Subscription 2024-25	30.00		30.00
Viking Direct	Stationery/Phall supplies	72.44	12.07	60.37
		368.60	54.77	313.83

APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 26th JUNE 2024

REFERENCE NUMBER	DESCRIPTION	ADDRESS
24/01766/PRUTPO	Tree Preservation Order Application T1 (Ash) Pollard down to 8m in height; T2 (Ash) remove 1 large limb over seating area 0 both Ash Trees have category 3 Ash Dieback and have a history of limb failure.	10 Bilberry Way, Corbridge
24/01797/PRUTPO	Tree Preservation Order Application: T1 Ash – fell to ground level	Beechcroft, Aydon Road, Corbridge
24/01831/LBC 24/01830/FUL	Listed building consent for erection of a summerhouse in grounds of Corbridge House for ancillary use of dwelling house	Corbridge House, Main Street, Corbridge
24/01944/FUL	Garage conversion and side extension	Ravenstone, Ladycutter Lane, Corbridge
24/01987/FUL	Replacement rear extension, replacement entrance hall roof and erection of new glass porch.	Granary House, Thornbrough, Corbridge
24/02080/VARYCO	Variation of condition 2 (approved plans pursuant to planning permission 21/02606/FUL to reduce the approved footprint and raise the roof to form an internal mezzanine	Garden to North West of Milkwell House, Milkwell Lane, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 26th JUNE 2024

REFERENCE NUMBER	DESCRIPTION	DECISION
24/01245/FUL	Removal of existing concrete ramps to enable construction of wheelchair accessible viewing terrace. Construction of new ramps and steps Tynedale RFC, Tynedale Park, Station Road, Corbridge	GRANTED
24/00231/FUL	Change of use from class A2 Banks to class C3(a) Dwelling Houses. Proposed upgrading works to the existing shopfront and incorporation of two new apartment entrances on the front elevation, extensions at the rear of the property, external decking areas, new garden room/studio at lower ground level. Barclays Bank, Market Place, Corbridge	GRANTED
24/01371/FUL	Demolition of 3 bed dwelling and replacement with new 4 bed dwelling (as amended 05.06.24) 19 St Helen's Lane, Corbridge	WITHDRAWN