

**MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON
WEDNESDAY 22 APRIL 2026 AT 19:00 IN ROOM ONE, CORBRIDGE PARISH HALL**

PRESENT: Cllr W Clouston, Chair of the Council together with N M Oliver, A Berrington, J A Shackleton, J M Hodgson, D Crompton, John Burdon, S Ahmed, C Turner and Mrs P Oliver.
0426.01 RESIDENTS present raised a number of queries, which are listed below along with any action to be taken.

- a) Manor Cottages Parking. Concerns expressed by residents over the long-standing issues of parking in and around Manor Cottages. There are 7 bays for the 26 properties. This causes problems for the residents and also visiting carers and district nurses. Cllr N M Oliver has approached NCC Highways on two separate occasions regarding the possibility of residents' parking. NCC generally do not support residents' parking as it pushes the parking issues onto the next street. It was agreed that as an interim measure permission would be sought from Karbon Homes to erect temporary signage for residents' only parking. There is also a problem at Wellbank Green with cars parking in the turning area. There is a temporary sign, however it often gets ignored. Cllr N M Oliver had met with the Highways Inspector today who will arrange for a permanent sign to be erected.

0426.02 APOLOGIES FOR ABSENCE. Apologies received and accepted from Cllr Ms C Burns

0426.03 DECLARATIONS OF COUNCILLORS' INTERESTS. Cllr N M Oliver declared an interest in item 0426.07 as a member of Northumberland County Council's planning committees.

0426.04 TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 18 MARCH 2026. The minutes of the meeting held on 18 March 2026 were considered. It was RESOLVED to approve the minutes as a true and accurate record.

0426.05 MATTERS ARISING FROM THE MEETING HELD ON 18 MARCH 2026

- b) Public Toilets. Minute 0326.05b refers. Cllr N M Oliver had contacted the Head of Service, NCC to discuss the Parish Council taking over the toilets. NCC is not currently looking to transfer responsibility. It was agreed that the clerk would ask the handyman and/or caretaker if they would be interested in taking on the responsibility of locking the toilets each night.
- c) Wheatsheaf Hand Car Wash. Minute 0326.05c refers. Cllr N M Oliver to ask the Wheatsheaf to remove the remaining car wash sign. Cllrs J M Hodgson and D Crompton will continue to liaise with The Wheatsheaf on behalf of the Council with regard to the car park.
- d) CCTV. Minute 0326.11a refers. The quote for the CCTV system covering the village centre is £4500. It was RESOLVED to contribute £1500 from the Parish Council in the hope that the traders will contribute £1500 and Joe Morris MP, who had offered help in the past, will find the further £1500 funding required.
- e) Balsam Bash. Minute 0326.05f refers. The Balsam Bash will take place on 30 May 2026. Volunteers have already been in touch with the Clerk who will co-ordinate the volunteers on the day. The plan is to meet at Wellbank Green at 10:00.

0426.06 FINANCE/ADMINISTRATION

- a) To approve the Finance Report for the period 01 March – 31 March 2026. It was RESOLVED to accept the Finance Report.
- b) Accounts for payment. It was RESOLVED to approve the payments listed on Appendix A.
- c) Income received during March 2026, totalling £8,990.15, was noted.
- d) To consider and approve the payments of annual subscriptions and contracts [Appendix A (2)]. It was RESOLVED to approve the payment of the regular subscriptions and contracts.

- e) To consider appointment of internal auditor, Andrew Hopper. After considering the report, it was RESOLVED to appoint Andrew Hopper as the internal auditor for the financial year ended 31st March 2026.
- f) To consider and approve the Risk Assessment 2026. After consideration, it was RESOLVED to accept and approve the Risk Assessment 2026. The Clerk had prepared a handover document should she be unavailable at short notice. It was RESOLVED that a copy would be kept by the Chairman.

0426.07 PLANNING APPLICATIONS. Planning applications listed in Appendix B have been considered by the Planning Advisory Group and RESOLVED to accept the comments submitted.

0426.08 PLANNING DECISIONS listed in Appendix C were noted.

0426.09 CHAIRMAN'S REPORT. The Chairman reported on matters arising since the last meeting.

- a) Market Place. A quote has been received to prepare and reinstate the area for the archaeology test pits. NCC Highways are also preparing a quote. It was noted that should NCC carry out the work, they will be able to speed up the TRO notices. A response has been received from NCC Highways regarding the latest plans submitted. Further information is required. They require a plan detailing extent of the public highway which they will be responsible for and the area which will remain village green. Tim Speed is working with Robinson Landscape Design to prepare these plans.
Cllrs W Clouston and N M Oliver had held a meeting with Front Street residents where the residents aired their views of the proposed Market Place plans. Their main concerns were increased congestion, re-routing of traffic along Front Street and parking pressure in the village centre. They criticised the lack of consultation with the businesses, lack of a detailed traffic survey and the cost of the scheme. Cllrs W Clouston and N M Oliver agreed to respond to a number of questions and the residents will produce a list. Detailed minutes of the meeting had been taken, and Cllr N M Oliver will circulate to all members.

0426.10 COUNTY COUNCILLOR'S REPORT.

- a) Grants Bakery. Cllr Oliver had spoken to Grants Bakery regarding the number of A boards outside blocking access. These have been removed.
- b) Active Cycle Route. A meeting to discuss the area outside the cemetery still needs to be arranged,
- c) Barclays Garden. The owner of the Barclays Bank building has reported anti-social behaviour in Barclays Garden. He has suggested taking over a piece of this land. A neighbouring property has also suggested taking over and maintaining another piece of land in the same area. This will be investigated and a meeting arranged with all parties to discuss.
- d) Car Park Extension. This is still going through the legal process and Cllr N M Oliver has asked for a completion date.
- e) 3G Pitch. A meeting is to be held with NCC next week. An update will be given at the next meeting.
- f) Library Consultation. 5800 responses had been received. NCC is currently analysing the responses, and a meeting will be held with NCC to discuss Corbridge Library in due course.
- g) Corchester Terrace. Cars park on the verge opposite Corchester Terrace. NCC is providing a quote to the residents to make this into a parking area.
- h) Deadridge Lane. Cllr N M Oliver is dealing with some residents on Bilberry drive concerning a piece of land between Bilberry Drive and Deadridge Lane which no-one is maintaining.
- i) Local Transport Plan. The following works are included in the LTP 2026-29. Unfortunately, fly parking outside the Co-op did not make it into the scheme. Cllr N M Oliver is to speak with Richard MacKenzie, NCC to ask for some informal advice.

- B6529 – carriageway repairs £120K
 - Corbridge Bridge – repairs £120K
 - Newcastle Road. Phase 1 scheme. Cllr N M Oliver is querying this as a Phase 1 scheme was carried out previously. He is pursuing a Phase 2 scheme.
- j) Planter outside Youth Centre. It had been reported to Cllr N M Oliver that the planter on Hill Street is too close to the defibrillator, restricting access. The clerk will look into getting the planter moved slightly.

0426.11 TO RECEIVE UPDATES OR ISSUES RAISED BY COUNCILLORS.

- a) To receive update on improvements at The Coigns and consider further work. Cllr D Crompton advised that the area had been cleaned, finished and repointed. The handyman had painted the seats, and the plaque had been cleaned. It was suggested that the 3 noticeboards could be replaced with 1 large noticeboard. The Friends of Corbridge Train Station are looking at installing roman soldier silhouettes at the station and it was suggested that this could also be done at The Coigns including 2 arches at the openings to the area. Cllr D Crompton is to speak to the Angel Inn asking if the paintwork on the side of the building can be refreshed.
- b) Stanners Wood. It was RESOLVED to order a load of planings to be stored just off the track through Stanners Wood. The track could then be maintained more regularly. Cllr J Burdon will arrange for the planings to be delivered.

0426.12 AGENDA ITEMS FOR THE NEXT MEETING. Nothing to report.

0426.13 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED. No comments received.

0426.14 DATE OF NEXT MEETING. The next meeting of the Parish Council will be held on Wednesday 27 May 2026 at 19:00 in Room One, Corbridge Parish Hall. This will be the Annual Parish Meeting followed by the Annual Meeting of the Parish Council.

APPENDIX A

ACCOUNTS FOR PAYMENT – 22ND APRIL 2026

Payee	Description	Gross payment	VAT	Net	
Rentokil Initial	Washroom services	485.97	80.99	404.98	4374
EE	Mobile phone / WIFI contracts	81.50	13.58	67.92	4298
Engie	Parish Hall gas supply	609.47	101.58	507.89	4315
H M Revenue and Customs	PAYE April 2026	1565.92		1565.92	4339 -4341
TW Pension Fund	Pension contributions – April 26	976.24		976.24	4342 -4343
Corona Energy	Electricity – Cemetery chapels	149.71	7.13	142.58	4277
Engie	Parish Hall electricity supply	304.99	50.83	254.16	4329
Everflow	Parish Hall water rates	22.24		22.24	4323
A Curtis Window Cleaner	Bus stops and Parish Hall	90.00		90.00	4364
Agilico Technologies Ltd	Photocopier maintenance contract	47.62	7.94	39.68	4333
Unity Trust Bank	Bank charges	16.60		16.60	4337
Unity Trust Bank	Bank Charges	7.60		7.60	4338
Staff Wages	May 2026	4434.10		4434.10	4367 -4369
Everflow Utilities	Parish Hall WI-FI	35.99	6.00	29.99	4321
Everflow Utilities	Parish Hall WI-FI	35.99	6.00	29.99	4322
Anglian Water	Water rates – allotment site	35.55		35.55	4287
Tim Speed Consulting	Highways advice – Market Place	699.60	116.60	583.00	4302
CPRE	Fingerpost restoration	1000.00		1000.00	4309
Hallmaster Ltd	Parish Hall online booking system	279.00	46.50	232.50	4300
Complete Construction	Cleaning and repointing The Coigns	3663.06	610.51	3052.55	4283
Corbridge Community Ptnrsp	Grant aid	2000.00		2000.00	4306
Corbridge Youth Initiative	Grant aid	10000.00		10000.00	4310
Corbridge in Bloom	Grant aid	2500.00		2500.00	4299
Corbridge Carpet Bowls Club	Grant aid	500.00		500.00	4307
Corbridge Chamber Music Fest	Grant aid	500.00		500.00	4308
Tyne Valley CRP	Membership 2026-27	10.00		10.00	4305
Tyne and Wear Play Ltd	Play area inspection training	800.00		800.00	4301
Corbridge Community Partnership	Payment received from Northern Rail in error – transferred to CCP	1250.00		1250.00	4282
Mrs A Senior	Travel expenses – Play area training	81.23		81.23	4303
NALC	Subscription 2026	940.75		940.75	4312
Knightcott Motors	Replacement headlight – Piaggio	232.33	38.72	193.61	4316
MiJan Ltd	EasyPC Accounts software	132.00		132.00	4317
Anglian Water	Cemetery – water rates	12.20		12.20	4361
Card Transactions					
Lloyds Bank Multipay Card	Monthly card fees	6.00		6.00	4356
Moneysoft	Payroll software	216.00	36.00	180.00	4311
Total		33,721.66	1,122.38	32,599.28	

APPENDIX A(2)

PAYMENTS OF ANNUAL SUBSCRIPTIONS AND CONTRACTS

Payee	Description	Net payment	Payment frequency	Payment method
Rentokil	Washroom services	404.98	Monthly	DD
Everflow Telecom Ltd	Parish Hall telephone/WIFI	59.98	Monthly	DD
EE	Mobile phone contracts	Variable	Monthly	DD
Engie Power Ltd	Parish Hall gas/electricity supply	Variable	Monthly	DD
Everflow	Parish Hall water rates	Variable	Monthly	DD
H M Revenue and Customs	PAYE	Variable	Monthly	BACS
T W Pension Fund	Pension contributions	Variable	Monthly	BACS
A Curtis Window Cleaning	Parish Hall & bus stops	90.00	Monthly	BACS
Corona Energy	Cemetery electricity supply	Variable	Monthly	DD
Corona Energy	Parish Hall electricity supply	Variable	Monthly	DD
Agilico Technology Ltd	Photocopier maintenance contract	Variable	Monthly	DD
Grenke Leasing	Photocopier lease	120.00	Quarterly	DD
Anglian Water	Allotment water rates Cemetery water rates	Variable	Quarterly	DD
Swansons of Hexham Ltd	Security alarm service x 3	72.00	Annually	BACS
ADT Fire & Security Plc	CCTV maintenance	96.74	Quarterly	BACS
Dilston Farms	Lease of allotment site	50.00	Annually	BACS
PPL/PRS Ltd	Music Licence – Parish Hall	Variable	Annually	BACS
Tyne Valley CRP	Subscription	10.00	Annually	BACS
Northumberland ALC	Subscription	Variable	Annually	BACS
Lloyds Bank Corporate Card	Card fees	6.00	Monthly	CARD
Northumberland CC	Groundworks contract	13,225.14	Quarterly	BACS
Hallmaster Ltd	Parish Hall booking system	232.50	Annually	CARD
Moneysoft Ltd	Payroll software system	180.00	Annually	CARD
MiJan Ltd (Easy PC Accounts)	Accounting software	120.00	Annually	BACS

Parish Council Finance Report – 22nd April 2026

Period: 1st March 2026 – 31st March 2026

Presented by: Mrs Mandy Senior, Clerk/RFO

Bank Balances

Balances as at 31st March 2026

Account	Balances
Current Account	£26,099.55
Deposit Account	£36,772.14
CLH Project Account	£48,189.81
Total Funds Held	£111,061.50

Income Received

Income received during March 2026 totalled **£8,990.15**, comprising:

Source	Amount (£)
Parish Hall Hire	4,541.00
Allotment Rents	190.00
Social Housing Rents	1,646.88
Cemetery Lodge Rent	600.00
Bank account interest	352.12
Corbridge Matters Advertising	90.00
Cemetery Fees	1,535.00
Wayleave Payment	35.35
Total Income	8,990.15

Payments for approval on 22nd April 2026

The payments on Appendix A are submitted for approval.

Bank Reconciliation

The Clerk confirmed that the bank reconciliation as at 31st March 2026 had been completed, and balances agree with the cashbook. Bank Statement attached.

APPENDIX B

PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 22ND APRIL 2026

REFERENCE NUMBER	DESCRIPTION	ADDRESS
26/01304/FUL	Proposed alterations to front and side boundary enclosures including removal of existing railings; raising of existing piers; extension of stone boundary wall; new sandstone gate piers; new black iron railings	Dundein, Main Street, Corbridge
26/01144/COU	Change of use of existing shepherds hut, play area and wash house into holiday let business	Land East of Low Shildon, Corbridge
26/00534/FUL	Rear extension, internal alterations, stairwell extension, raised decking and verandah, two additional rooflights and 8 solar panels (as amended 23/03/26)	2 Dilston West Cottages, Corbridge
26/00768/FUL	Construction of timber shed and stone rear porch (as amended)	Ingleboro, St Helen's Lane, Corbridge

APPENDIX C

PLANNING DECISIONS RECEIVED ON 22ND APRIL 2026

REFERENCE NUMBER	DESCRIPTION	DECISION
26/00614/FUL	Replacement porch to front entrance and provision of dormer window in place of existing roof light on principal elevation. Garden Cottage, Thornborough, Corbridge	GRANTED
26/00146/FUL	Front and rear extensions to single storey bungalow and alteration of existing window openings, with raised paving and balustrade (as amended) 14 Crofts Way, Corbridge	GRANTED
26/00534/FUL	Rear extension, internal alterations, stairwell extension, raised decking and verandah, two additional rooflights and 8 solar panels (as amended) 2 Dilston West Cottages, Corbridge	REFUSED
26/00438/VARYCO	Variation of condition 2 (approved plans) in order to change the staircase orientation, amendments to basement glazing reconfiguration on internal ground floor layout, alterations to west elevation openings, omission of first floor fireplace and chimney, revision of rooflight design on approved plans 24/00231/FUL Barclays, Market Place, Corbridge	GRANTED
26/00480/FUL	Single storey rear extension 14 Kiln View, Corbridge	GRANTED

