

**MINUTES OF THE MEETING OF CORBRIDGE PARISH COUNCIL HELD ON  
WEDNESDAY 29 JULY 2026 AT 19:00 IN ROOM ONE OF CORBRIDGE  
PARISH HALL**

PRESENT: Cllrs W S J Clouston, N M Oliver, D Crompton, J A Shackleton, A Berrington, J M Hodgson, S Ahmed, P Oliver, A N Moss, J Burdon.

0726.01 RESIDENTS present raised several issues and where relevant, 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) Corbridge Station Link. Mary Jordan-Williams, Chair of the Corbridge Flood Action Group, attended the meeting to request that the Parish Council support the Group and residents' concerns regarding the proposed extension of the Hexham to Corbridge Active Travel Route along Station Road to the roundabout. While supporting the principle of improved active travel infrastructure, the Group expressed concerns that the proposed scheme could adversely affect existing flood mitigation measures on Station Road, a known flood risk area, and questioned whether sufficient flood risk assessment, drainage modelling and climate resilience analysis had been undertaken. A petition was also submitted calling for greater transparency and a more meaningful consultation process, requesting publication of the technical evidence supporting the scheme, including option appraisals, traffic, safety, equality, environmental and flood risk assessments, together with assurances that the proposal would not increase flood risk, adversely affect residential amenity or represent poor value for money. In addition, residents considered that the proposed materials and design did not reflect the principles of the Rural Design Guide for Active Travel, believing that the use of red tarmac and additional Belisha beacons would be out of keeping with Corbridge's rural and historic character, and requested that more sympathetic materials be used. They also requested that the proposal to replace part of the existing stone wall with a two-bar wooden fence be removed from the design and that the existing stone wall instead be rebuilt where necessary. Residents further advised that, although Northumberland County Council had indicated there would be no loss of parking for Station Road residents, they believed the published plans showed a reduction in available parking spaces and requested that a residents' parking scheme be introduced on Station Road. The Group requested the Parish Council's support in asking Northumberland County Council to pause the Station Road extension pending a detailed flood risk assessment, make the relevant technical evidence available for public scrutiny, and consider alternative alignments and design amendments that would better protect the area's flood resilience while ensuring the scheme accords with the Rural Design Guide for Active Travel and preserves the historic character of the village.

0726.02 APOLOGIES FOR ABSENCE. None

0726.03 ELECTION OF VICE CHAIR. As Cllr J M Hodgson no longer wished to be considered for Vice Chair it was RESOLVED to elect Cllr N M Oliver.

0726.04 DISCLOSURE OF COUNCILLORS' INTERESTS. Cllr N M Oliver declared a personal and prejudicial interest in item 0726.08 as a member of Northumberland County Council's Planning Committees.

0726.05 TO APPROVE AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 24 JUNE 2026. It was RESOLVED to approve and sign the minutes of the meeting held on 24 June 2026, as an accurate record.

0726.06 ACTIONS TAKEN FOLLOWING THE MEETING HELD ON 24 JUNE 2026

- a) Planning Application 25/3626/FUL. Minute 0626.01a refers.  
Northumberland County Council confirmed that the usual email had been sent consulting the Parish Council on the planning application. Unfortunately, this had not been received therefore no further action can be taken.
- b) Farnley Vehicle Activated Sign. Minute 0626.07 refers. The middle vehicle activated sign in Farnley has now been adjusted.
- c) Public Toilets. There had been some issues recently where the toilets were being locked by the cleaners at 3.30pm so when the caretaker went to lock them at 9.00pm they were already locked. This was due to a new contractor not being aware of the new arrangements. This has now been resolved.
- d) Noticeboards. Minute 0626.13b refers. These have now been ordered with a 6 - 8 week delivery time. Cllr D Crompton had spoken to the Angel Inn regarding the painting of their exterior wall. Unfortunately, this would require a two night road closure.
- e) Land at Barclays Garden. Minute 0626.13d refers. After consideration, the resident had decided to withdraw her request to maintain the area. Cllr N M Oliver is to follow up with the owner of the Barclays building regarding the other area of land.

0726.07 FINANCE/ADMINISTRATION.

- a) Accounts for Payment. It was RESOLVED to accept and approve the items of expenditure on the list previously circulated. [Appendix A]
- b) To note total income received in June 2026 on the Finance report. It was RESOLVED to accept the Finance Report. The income received during June 2026, totalling £8,035.75 was noted. The bank reconciliations carried out at the end of June were also noted.
- c) To consider the adoption of the Civic.ly asset management platform for the management of Parish Council assets, inspections and maintenance records. After consideration, it was RESOLVED to go ahead with the adoption of the Civic.ly asset management platform. The Clerk will arrange for the necessary training and implementation.
- d) To consider request for donation from the Friends of Hexham Priory School. It was RESOLVED to give a grant of £400 to the Friends of Hexham Priory School as a contribution towards improving their outdoor area.
- e) To consider quote to repoint the Kings Oven. It was RESOLVED to accept the quote from Northumbrian Pointing. The clerk will arrange with the contractor for the work to be carried out.

0726.08 PLANNING APPLICATIONS. It was RESOLVED to accept the decisions of the Planning Advisory Group in accordance with the list circulated. [Appendix C]

0726.09 PLANNING DECISIONS. It was RESOLVED the Council receive the details of the Planning Decisions made by Northumberland County Council, in accordance with the list circulated. [Appendix D]

0726.10 CHAIRMAN'S REPORT

- a) Market Place. Cllrs W Clouston and N M Oliver have a meeting on 4<sup>th</sup> August with officers from Northumberland County Council including the planning officers, representatives from highways and archaeology to discuss the outstanding information required for the submitted planning application. Cllrs Clouston and Oliver are to meet with the landscape designers and highways consultant tomorrow to go through the information required. The Parish Council had received no further contact from the residents of Front Street following their own traffic survey. It was noted, for information, that although there is a no entry sign at the end of Front Street from the Market Place, there is no one-way sign at the entrance to Front Street.

0726.11 COUNTY COUNCILLOR'S REPORT.

- a) Library Consultation is now complete, and the final recommendations will be published in due course. Cllr Oliver will arrange a meeting with the Library Service and Cllrs D Crompton and J M Hodgson in the next few weeks. It is proposed that the paid hours for Corbridge library will reduce from 15 to 12.
- b) Corchester Lane Speeding. Northumberland County Council has carried out the speeding analysis. Richard McKenzie is to look at the data to see if there is justification for a reduction in the speed.
- c) Car Park Extension. The land transaction should be taking place soon and the building work will be scheduled for later this year.
- d) 20mph zone. A 20mph zone is being implemented next to the Middle School.
- e) Request for an additional litter bin on Hill Street. After discussion, it was felt that another bin on Hill Street was unnecessary.
- f) Empty House on Corchester Terrace. Northumberland County Council has been carrying out pest control. Cllr Oliver has spoken to the housing team and they are looking at the possibility of a compulsory purchase order.
- g) BSIP Bus Infrastructure Funding. Corbridge Parish Council has been granted £8000 to complete improvement works to the bus shelters along the new active cycle route.

0726.12. COUNCILLORS' UPDATES AND MATTERS FOR CONSIDERATION.

- a) To consider the support available from Northumberland County Council for neighbourhood planning and determine whether any further action is required. Cllr W Clouston gave a brief overview of the process the Parish Council had started in 2018. It was resolved in 2020 to pursue the Market Place Scheme instead of producing a Neighbourhood Plan as the main focus of creating the Neighbourhood Plan was improvements to the Market Place.
- b) To discuss an approach from English Heritage about community use of Aydon Castle. English Heritage are keen to forge partnerships in the community to bring Aydon Castle back into use and are keen to hear any ideas to achieve this. Aydon Castle is currently closed to the public and only open for special days. At an open day in June there had been 600 visitors by 2pm. Cllr N M Oliver is to set up a meeting with English Heritage to discuss ideas. He will share the date of meeting with Councillors should they wish to attend.

0726.13 OPPORTUNITY FOR RESIDENTS TO COMMENT ON ANY ISSUE RAISED.

- a) 20mph zone, Main Street. It was noted that cars are still not adhering to the 20mph speed limit on Main Street. It was questioned whether the 20mph signs would be painted on the road. Cllr Oliver had asked Richard McKenzie to look into it.

0726.14 DATE OF NEXT MEETING. The next meeting of the Parish Council will be held on Wednesday 23 September 2026 at 19:00 in Room One of Corbridge Parish Hall.

DRAFT

## APPENDIX A

| Voucher | Code                                 | Date       | Minute   | Bank                 | Description                     | Supplier                   | VAT Type | Net     | VAT    | Total   |
|---------|--------------------------------------|------------|----------|----------------------|---------------------------------|----------------------------|----------|---------|--------|---------|
| 91      | Bank Charges                         | 16/06/2026 | 0626.08a | Multipay card        | Monthly card fees               | Lloyds Bank Multipay Corp  | E        | 6.00    |        | 6.00    |
| 89      | Subscriptions                        | 16/06/2026 | 0626.08a | Multipay card        | Accounting Software Package     | Starboard Systems Ltd      | S        | 968.00  | 193.60 | 1161.60 |
| 90      | Postage, Stationery, Phones          | 16/06/2026 | 0626.08a | Multipay card        | Stationery and Parish Hall supp | Viking-Direct UK Limited   | S        | 57.47   | 11.50  | 68.97   |
| 90      | Cleaning and Consumables             | 16/06/2026 | 0626.08a | Multipay card        | Stationery and Parish Hall supp | Viking-Direct UK Limited   | S        | 129.74  | 25.96  | 155.70  |
| 92      | Cleaning and Consumables             | 16/06/2026 | 0626.08a | Multipay card        | Tablecloths                     | Amazon EU S.a.r.L          | S        | 41.66   | 8.33   | 49.99   |
| 94      | Property - Miscellaneous             | 16/06/2026 | 0626.08a | Multipay card        | Fuel                            | Bishops Garages Limited    | S        | 6.68    | 1.33   | 8.01    |
| 93      | Maintenance of Seats, Shelters       | 16/06/2026 | 0626.08a | Multipay card        | Brush cutter blade              | Screwfix Direct Limited    | S        | 22.47   | 4.50   | 26.97   |
| 95      | Utilities                            | 22/06/2026 | 0626.08a | Main Current Account | Gas supply account              | Engie Power Limited        | L        | 208.12  | 10.41  | 218.53  |
| 96      | Postage, Stationery, Phones          | 23/06/2026 | 0626.08a | Main Current Account | Mobile phone contract           | EE                         | S        | 67.85   | 13.57  | 81.42   |
| 97      | Parish Hall - Miscellaneous          | 25/06/2026 | 0626.08a | Main Current Account | Parish Hall WiFi                | Everflow Utilities Limited | S        | 29.99   | 6.00   | 35.99   |
| 98      | Parish Hall - Miscellaneous          | 25/06/2026 | 0626.08a | Main Current Account | Parish Hall WiFi                | Everflow Utilities Limited | S        | 29.99   | 6.00   | 35.99   |
| 101     | Parish Hall - Miscellaneous          | 25/06/2026 | 0626.08a | Main Current Account | Music Licence                   | PPL PRS Limited            | S        | 776.78  | 155.36 | 932.14  |
| 99      | Repairs & Maintenance                | 25/06/2026 | 0626.08a | Main Current Account | PAT Testing                     | West Northumberland Com    | E        | 32.00   |        | 32.00   |
| 100     | Repairs & Maintenance                | 25/06/2026 | 0626.08a | Main Current Account | CCTV Maintenance                | ADT Fire and Security Plc  | S        | 117.82  | 23.56  | 141.38  |
| 102     | Utilities                            | 26/06/2026 | 0626.08a | Main Current Account | Electricity account             | Engie Power Limited        | L        | 210.37  | 10.52  | 220.89  |
| 107     | Lease of Office Equipment & Renewals | 29/06/2026 | 0626.08a | Main Current Account | Photocopier maintenance contr   | Agilico Workplace Technolo | S        | 39.68   | 7.94   | 47.62   |
| 106     | Bank Charges                         | 30/06/2026 | 0626.08a | CLH Account          | Bank charges                    | Unity Trust Bank           | E        | 7.75    |        | 7.75    |
| 105     | Bank Charges                         | 30/06/2026 | 0626.08a | Main Current Account | Bank charges                    | Unity Trust Bank           | E        | 15.40   |        | 15.40   |
| 103     | Staff Wages                          | 30/06/2026 | 0626.08a | Main Current Account | Pension contributions           | Tyne and Wear Pension Fu   | X        | 976.24  |        | 976.24  |
| 104     | Staff Wages                          | 30/06/2026 | 0626.08a | Main Current Account | PAYE                            | HMRC                       | X        | 1566.12 |        | 1566.12 |
| 113     | Lease of Office Equipment & Renewals | 01/07/2026 | 0626.08a | Main Current Account | Lease of photocopier            | Grenke Leasing Ltd         | S        | 120.00  | 24.00  | 144.00  |
| 108     | Washroom Services & Supplies         | 07/07/2026 | 0626.08a | Main Current Account | Washroom Services               | Rentokil Initial           | S        | 404.98  | 80.99  | 485.97  |

|         |                      |            |          |                      |                                   |               |   |          |        |          |
|---------|----------------------|------------|----------|----------------------|-----------------------------------|---------------|---|----------|--------|----------|
| 109-111 | Staff Wages          | 10/07/2026 | 0626.08a | Main Current Account | Staff Wages                       | Staff Wages   | X | 4849.19  |        | 4309.36  |
| 114     | Cemetery - Utilities | 28/06/2026 | 0626.08a | Main Current Account | Electricity account               | Corona Energy | L | 146.13   | 7.30   | 153.43   |
| 115     | Cemetery - Utilities | 28/06/2026 | 0626.08a | Main Current Account | Electricity account               | Corona Energy | L | 146.13   | 7.30   | 153.43   |
| 116     | Cemetery - Utilities | 28/06/2026 | 0626.08a | Main Current Account | Credit Note - electricity account | Corona Energy | L | -91.78   | -4.58  | -96.36   |
| Total   |                      |            |          |                      |                                   |               |   | 10884.78 | 593.59 | 11478.37 |

## APPENDIX A(i)

### Parish Council Finance Report – 24<sup>th</sup> June 2026

**Period:** 1<sup>st</sup> May 2026 – 31<sup>st</sup> May 2026

**Presented by:** Mrs Mandy Senior, Clerk

#### Bank Balances

Balances as at **31<sup>st</sup> May 2026:**

| <b>Account</b>          | <b>Balances (£)</b> |
|-------------------------|---------------------|
| Current Account         | 22,027.46           |
| Deposit Account         | 126,772.14          |
| CLH Project Account     | 11,088.46           |
| <b>Total Funds Held</b> | <b>159,888.06</b>   |

#### Income Received

Income received during May 2026 totalled **£4,519.24**, comprising:

| <b>Source</b>              | <b>Amount (£)</b> |
|----------------------------|-------------------|
| Parish Hall Hire           | £1,885.00         |
| Social Housing Rent        | £1,709.24         |
| Cemetery Lodge rent        | £ 625.00          |
| Cemetery Fees              | £ 280.00          |
| Refund – Cartmell Shepherd | £ 20.00           |
| <b>Total Income</b>        | <b>£4,519.24</b>  |

(Full income details available in the accounting records).

#### Payments for Approval on 24<sup>th</sup> June 2026

The payments on Appendix A are submitted for approval.

#### Bank Reconciliation

The Clerk confirmed that the bank reconciliation as at 31<sup>st</sup> May 2026 had been completed, and balances agree with the cashbook. [Statements attached]

# CORBRIDGE PARISH COUNCIL

|          |                                                     |            |                   |
|----------|-----------------------------------------------------|------------|-------------------|
| <b>A</b> | <b>Bank Reconciliation at 31/05/2026</b>            |            |                   |
|          | Cash in Hand 01/04/2026                             |            | 111,061.50        |
|          | <b>ADD</b><br>Receipts 01/04/2026 - 31/05/2026      |            | 110,698.36        |
|          | <b>SUBTRACT</b><br>Payments 01/04/2026 - 31/05/2026 |            | 221,759.86        |
|          |                                                     |            | 61,871.80         |
|          | <b>Cash in Hand 31/05/2026</b><br>(per Cash Book)   |            | <b>159,888.06</b> |
| <b>B</b> | Cash in hand per Bank Statements                    |            |                   |
|          | Petty Cash 30/04/2026                               | 0.00       |                   |
|          | Main Current Account 31/05/2026                     | 22,027.46  |                   |
|          | Current Account No 2 31/05/2026                     | 11,088.46  |                   |
|          | Deposit Account 31/05/2026                          | 126,772.14 |                   |
|          | Multipay Corporate Card 31/05/2026                  | 0.00       |                   |
|          |                                                     |            | <b>159,888.06</b> |
|          | Less unrepresented payments                         |            |                   |
|          |                                                     |            | 159,888.06        |
|          | Plus unrepresented receipts                         |            |                   |
|          | <b>Adjusted Bank Balance</b>                        |            | <b>159,888.06</b> |
|          | <b>A = B Checks out OK</b>                          |            |                   |

## CORBRIDGE PARISH COUNCIL

### APPENDIX B

#### PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION ON 24TH JUNE 2026

| REFERENCE NUMBER | DESCRIPTION                                                                                                                       | ADDRESS                                 |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 26/01862/FUL     | Single storey extension                                                                                                           | 12 Cragside, Corbridge                  |
| 26/01901/FUL     | One storey side extension with minor interior reconfiguration and remodelling                                                     | Prior Manor, Stagshaw Road, Corbridge   |
| 26/02089/FUL     | Proposed new garden wall and gated entrance                                                                                       | Stanners Close, The Stanners, Corbridge |
| 26/00584/VARYCO  | Variation of condition 2 (approved plans) on approved planning permission 25/03384/FUL to allow amendments to external materials. | 9 Crofts Avenue, Corbridge              |

### APPENDIX C

#### PLANNING DECISIONS RECEIVED ON 24<sup>TH</sup> JUNE 2026

| REFERENCE NUMBER | DESCRIPTION                                                                                                                                                                                                                                                      | DECISION |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 26/00768/FUL     | Construction of timber shed and stone porch (as amended 29.04.26)<br>Ingleboro, St Helen's Lane, Corbridge                                                                                                                                                       | GRANTED  |
| 26/01349/LBC     | Listed Building consent for structural repairs, underpinning and remedial works to garage.<br>Rear of Eastfield House, Main Street, Corbridge                                                                                                                    | GRANTED  |
| 26/01450/FUL     | Change of use of existing commercial unit to residential to be fully integrated existing residential unit. Existing shopfront glazing and framework to be retained, glazing to be fitted with obscured/opaque treatment.<br>Tower House, Market Place, Corbridge | GRANTED  |
| 26/00887/FUL     | Reuse of outbuildings with infill extensions to form single storey cottage.<br>Land North of Lauder Grange, Ladycutter Lane, Corbridge                                                                                                                           | GRANTED  |