

HORSLEY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON MONDAY 18 May 2015 AT 7.00PM IN THE WI/VILLAGE HALL

- 0673. PRESENT:** Cllr M D Senior, Chairman of the Council together with Cllrs S Lynch, C Rodgers, A Turnbull, P Taylor.
In attendance: Mrs M Senior, Clerk to the Council
- 0674. ELECTION OF CHAIRMAN.** It was proposed by Cllr S Lynch, seconded by Cllr P Taylor and AGREED to re-elect Cllr M D Senior as Chairman. Cllr M D Senior accepted and took the chair.
ELECTION OF VICE CHAIRMAN. It was proposed by Cllr M D Senior, seconded by Cllr A Turnbull and AGREED to re-elect Cllr C Rodgers as Vice Chairman.
- 0675. APOLOGIES FOR ABSENCE.** Cllr D Lille
- 0676. DECLARATIONS OF INTEREST.** Cllr A Turnbull declared a personal interest in matters relating to Northumbrian Water under item 10 Correspondence. Cllr C Rodgers declared a personal and prejudicial interest in matters relating to Legacare under item 13d Grant Aid.
- 0677. MINUTES.** It was proposed by Cllr M D Senior, seconded by Cllr P Taylor and AGREED that the minutes of the meeting held on **16 March 2015** be signed as an accurate record.
- 0678. MATTERS ARISING.**
- TRAVELLERS IN WATER LANE.** Minute 665d refers. Further to the meeting held with John Bramwell and other key stakeholders Northumbrian Water had constructed a stone wall with lockable gates at the entrance to their site and are to provide additional security for a four week period in the run up to Appleby Fair. It may be necessary for some of the smaller company vehicles to be re-directed down Mill Way whilst these additional security measures are in place.
 - BUS SHELTERS.** Minute 665a refers. It was noted that the litter had been removed from the bus shelters and they will be swept out on a regular basis.
 - WATER QUALITY.** Minute 665d refers. Maurice Holliday thanked Alan Turnbull for reporting the problem. Letters should have been distributed in the village by Northumbrian Water advising of the problems with the water quality however this had not been done.
 - PLAY AREA.** Minute 670c refers. Unfortunately the roundabout is broken and has been disabled while it awaits repair or replacing. SMP have been contacted and are to service some of the equipment including the carousel and zip slide. A quote of £390 had been received to turn the sand pit into a two tier seating area. It was agreed to go ahead with this.
 - GARDEN CLUB REQUEST.** Minute 670d refers. Nothing further to report.
- 0679. ALLOCATION OF PARISH COUNCIL DUTIES**
- Maintenance of bus stops/notice boards – **Cllr S Lynch**
 - Representatives on Ovingham Joint Burial Committee – **Cllrs M D Senior and A Turnbull**
 - Representative on East Tynedale Parish/Town Councils Forum – **Cllrs M D Senior and P Taylor**
 - Governor of St Andrews C of E First School, Heddon on the Wall – **Cllr D Lillie**
 - Representative on SCA Forum – **Cllr A Turnbull**
 - Maintenance of War Memorial – **Alan Holmes**
- 0680. CORRESPONDENCE.** All correspondence and information items received since the March meeting had been listed on the agenda and most of this correspondence had been circulated by email.
- The Pensions Regulator** – Notification received from The Pensions Regulator advising that the staging date for Horsley Parish Council is 1st May 2017.
 - VE Day.** The Government had planned a series of events to mark the 70th anniversary of VE Day on Friday 8th May and across the weekend of 9th and 10th May. Northumberland County Council encouraged communities to support the celebrations. These include; participating in the national two minute silence at 3.00pm on Friday 8th May; celebrations on the evening of Saturday 9th May, to support the VE concert that will be live on the BBC; holding or facilitating picnics and street parties on the afternoon of Sunday 10th May; illuminating landmarks or buildings which are important to your areas to remember the buildings that were lit up on VE Day in 1945. Unfortunately, not enough notice had been given to organise an event.
 - Consultation – Northumberland County Council Street Trading Policy.** It was noted that the consultation would run until 22 May 2015 and no comment would be made.
 - Northumbrian Water**
 - County Council Property Review and Town Plans.** NCC is currently in discussion with Queens Hall to see if the Queens Hall building can be used to accommodate visitor information and customer access in addition to the existing library. Such a move would allow the closure and sale of Hexham House, Prospect House, Hadrian House and the existing visitor information facility at Wentworth Car Park. Some staff working space may be provided at Queens Hall and further space may be developed as part of a comprehensive review of depot facilities.

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- f) **Parish Cemetery Double Charging.** A payment had been made by Northumberland County Council in respect of the effective double charge that properties in the parish have been subject to as a result of the charges levied through both the parish precept and County Council's council tax charge. A payment of £167.41 had been received which represents the first 5 years of back payments. An annual payment of £41.85 will be made in March 2016 and March 2017 after which the double charge will be reassessed.
- g) **Northumberland County Council Parish Liaison Meetings** It was noted that the next series of meetings with parish and town councils will take place during May. An hour before the main meeting commences there will be an opportunity to meet council officers to raise any local issue that may be outstanding or developing. The meeting is to be held on 20th May 2015 at 7.00pm in Stocksfield SICA building.
- h) **Planning Service Review.** The recommended changes to the planning system had been approved in the main by NCC Full Council with a number of amendments. The change in planning committee start time to 2.00pm will be reviewed 6 months after implementation; A flexible approach will be applied to the location of the committee meetings; Applications with valid objections from town and parish councils contrary to the Officer recommendation will be considered by the relevant planning committee chair in discussion with the Head of Service prior to a decision being made; A working group comprising the Chairs and Vice Chairs of the four existing Planning Committees plus the Chair of Audit Committee, will look at the structure of the proposed committees and will report with recommendations to the Annual Meeting of the Council on 20 May.
- i) **New Hexham Bus Station and Development of Existing Bus Station Area.** Northumberland County Council had arranged a information session and exhibition on the proposals for the new bus station in Hexham. This is to take place at the Beaumont Hotel on Tuesday 26th May 2015. +3 Architecture will be in attendance to present the proposed designs for the new bus station and to discuss the park/landscaped area at Loosing Hill. Dysart Developments will also be attending to provide an update on their proposals for development of the existing bus station area on Priestpopple. The event is open to the public from 2.00pm until 7.00pm however Parish Councils and other key stakeholder groups are invited to come along between 10.00am and 11.00am.

0681. INFORMATION ITEMS

- Active Northumberland – Northumberland Live 2015
- Clerks and Councils Direct – May 2015 – Issue 99
- Northumbrian Citizens Advice Bureau – Update April 2015
- NALC – eNews March and April 2015
- Came and Company – Spring Council Matters 2015
- Rural Housing Alliance – Affordable Rural Housing Guide for Parish Councils

0682. 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 |
|------------------------------|--|---|------------------|
| 14/04290/FUL 14/04291/LBC | Slate House, Weldon, Stocksfield | Construction of single storey link, change of use of barn and land to residential use and internal and external alterations to barn and dwelling | Decision awaited |
| 15/00637/PRUTPO | Stoneycroft, Horsley | Tree preservation order to prune six Sycamores to provide 1m – 2m clearance from the nearest conductor or other live equipment | GRANTED |
| 15/00679/FUL | Horsley Banks Farm | Proposed amendments to property which include addition of roof lights, outdoor kitchen area, removal of dormer windows and amendments to roof | GRANTED |
| 15/01217/FUL | Laker Hall Farmhouse, Laker Hall, Stocksfield | Partial demolition of existing garage/outbuilding, construction of single storey extension to side to form kitchen, single storey extension to rear to form utility/shower and demolition of conservatory and erection of single storey extension to front to form orangery. Proposed loft conversion including creation 2 dormer windows | Decision awaited |

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0683. FINANCE

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

| PAYEE | DESCRIPTION | NET OF VAT | VAT | CHEQUE AMOUNT | CHEQUE NO |
|------------------------|----------------------|------------|------|---------------|-----------|
| Mrs A Senior | Clerical Services | 418.20 | | 418.20 | SO |
| HMRC | PAYE | 104.40 | | 104.40 | 000807 |
| Calico UK | Website domain name | 18.00 | 3.00 | 15.00 | BP |
| NALC | Subscription 2015-16 | 93.09 | | 93.09 | 000809 |
| Northumberland Estates | Back rent 2015 | 75.00 | | 75.00 | 000810 |
| Mrs A Senior | Expenses – Telephone | 8.39 | | 8.39 | 000811 |
| C Glew | Grass cutting | 510.00 | | 510.00 | 000812 |
| Amazon | Play area tape | 6.58 | 1.32 | 7.90 | 000813 |

| INCOME RECEIVED | | | |
|-------------------|--------------------------|---------|----------|
| NAME | DESCRIPTION | AMOUNT | DATE |
| Northumberland CC | Cemetery double charging | 41.85 | 26.03.15 |
| Northumberland CC | Cemetery double charging | 167.41 | 30.03.15 |
| Lloyds Bank | Interest | 0.32 | 10.04.15 |
| Northumberland CC | Precept | 5150.00 | 14.04.15 |

- b) **ACCOUNTS UP TO 31 MARCH 2015.** It was proposed by Cllr M D Senior, seconded by Cllr C Rodgers and AGREED to accept and approve the accounts and budget report for the year ended 31 March 2015.
- c) **ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2015.** Section 1 and 2 of the Annual Return for the year ended 31st March 2014 was accepted and approved by the Parish Council. The return will now be sent to be internally audited.
- d) **REQUESTS FOR GRANT AID.** The following donations were proposed by Cllr S Lynch, seconded by Cllr A Turnbull and AGREED.
- I. Community Action Northumberland - £50 agreed
 - II. Great North Air Ambulance - £100 agreed
 - III. Legacare - £50 agreed
 - IV. Sport Tynedale - £50 agreed.
- e) **RISK ASSESSMENT.** The risk assessment circulated to Councillors was noted and the recommendations made therein to cover the Council were proposed by Cllr MD Senior, seconded by Cllr P Taylor and AGREED.

0684. VILLAGE ISSUES

- a) **TRAFFIC CALMING.** Questionnaires had been delivered to every household in the parish. 67 responses had been returned with 39 in support, 6 in support of traffic calming measures (not chicanes) and 22 rejecting traffic calming in the village. Unfortunately, this is not sufficient support to progress this any further. Parking continues to be a problem in the village especially parking on the pavements. After discussion, it was agreed to initially place polite notices under the windscreens of the cars parking on the pavements to see if this has any impact. Letters will be distributed around the village asking residents not to park on the pavements advising that if the cars are parked on the road, this may reduce speeding. It was also agreed to write to Arriva and Northumbrian Water asking their drivers to respect the speed limit.
- b) **PLAY AREA GRASS CUTTING.** It was noted that the grass was too long in the football field and the play area. It was agreed to increase the number of cuts.
- c) **DOG FOULING.** Concerns were expressed over dog fouling in the centre of the village and also on the public rights of way around the village. NCC will be contacted to put up further signage and letters will be distributed to all residents.

0685. REPORTS FROM REPRESENTATIVES ON COMMITTEES.

- a) **Ovingham Joint Burial Committee.** It was agreed to adopt the "Terms of Reference" for use by the current and future Joint Burial Committee who are responsible for the day to day management of Ovingham cemetery ground and buildings on behalf of Ovingham, Ovington, Wylam and Horsley Parish Councils. Changes to this document in the future has to be with the consent of the four mentioned Parish Councils
- b) **East Tynedale Parish and Town Councils Forum.** The next meeting is to be held on Wednesday 15th July 2015 in Stocksfield SICA.

0686. DATE OF NEXT MEETING. The next meeting of the Parish Council will be held on Monday 20th July 2015 at 7.00pm in the WI Hall.

Signed as an accurate record

DRAFT

**MINUTES OF THE ANNUAL PARISH MEETING HELD ON WEDNESDAY 18TH MAY 2015
AT 7.00PM IN THE WI/VILLAGE HALL**

1. **PRESENT.** Michael Senior, Chairman of the Council together with Councillors Alan Turnbull, Chris Rodgers, Paula Taylor and Sean Lynch
Mrs Mandy Senior, Clerk to the Council
2. **CHAIRMAN'S REPORT 2014-2015.** Cllr Michael Senior presented his annual report on the work of the Council during the past year and a copy is attached to this minute.
3. **ANNUAL STATEMENT OF ACCOUNTS 2014-2015.** Mrs Senior presented her oral report on the statement of accounts for the year ended 31st March 2015. A copy was circulated to those present and is attached to this minute.
4. **RESIDENTS** present raised a number of matters 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 Council.
 - a) **War Memorial.** The application to renovate the war memorial had passed the preliminary stage by the War Memorials Trust. The council is now progressing the final stage of the application. Terry Mulligan requested that the renovation of the railings is included in the application. Thanks were expressed to Terry for completing the initial application form .
 - b) **Seat.** Maurice Holliday and Terry Mulligan had cleared the area beside the seat at the Cherrytree Gardens bus stop and carried out some planting. Thanks were expressed to Maurice and Terry for doing this work. They requested a seat at the east bound bus stop. It was AGREED to provide a seat at this bus stop and Maurice and Terry offered to install it.
 - c) **Cherrytree Gardens.** It was noted that the fencing had been removed from the substation leaving an entrance into Cherrytree Gardens. This had been reported to Northern Powergrid however no response had been received. A gate was requested from Terry Mulligan and this will be looked into.
 - d) **Northumbrian Water – Community Work.** Elizabeth Bramwell advised that she had been contacted by Northumbrian Water who had offered to carry out some work to the WI Hall. This is part of their 'Just an Hour' scheme which allows staff time off to work on local community projects. They have offered 10 men to carry out 2 days work. They will be used to repaint the WI Hall.
 - e) **RESOLUTIONS.** There were no resolutions to consider.
5. **RESOLUTIONS.** There were no resolutions to consider.
6. THERE being no further matters raised for discussion, the Chairman declared the meeting closed.

Signed as a true record _____ Chairman

Chairman's Report May 2015

Thank you to the members of the public who attend the meetings.

I would like to introduce our Councillors Paula Taylor, Chris Rodgers, Sean Lynch, Alan Turnbull and Dave Lillie and the Clerk to the Council, Mandy Senior.

This year we have continued to maintain the notice boards, the seats and the bus shelters and arranged two village litter picks. This year we have purchased additional supplies of litter pickers to ensure enough supply for our volunteers.

The travellers have been back, however after a lot of discussions and consulting Northumbrian Water has, as I am sure you will be aware, built a wall, gate and has employed a security guard for specific times. I must thank Northumbrian Water, John Bramwell, Northumberland Estates and the County Council for all of their efforts.

We have reviewed many planning applications however despite objections the planning application for the house in the grounds of the Crown and Anchor was agreed last year.

Councillors have attended meetings for East Tynedale Parish Council's forum, Ovingham Joint burial Committee, Heddon School and SCA. Last year I mentioned Heddon School were very keen to build relationship with the village and become more involved, however the Parish Council has not had any communications from them.

Ongoing repairs to the play area, wall and fencing have been carried out, unfortunately the roundabout is broken at the moment and will need repairing or replacing – we are waiting for the equipment manufacturers to be in the area to service some of the equipment. We will be replacing the roundabout.

The application to renovate the war memorial has passed the preliminary stage by the War Memorials Trust and the council is now progressing the final stage of the application, thanks to Terry Mulligan for starting the process.

A new information leaflet was issued this year to all homes in the parish and the website continues to be maintained.

Parking, litter and speeding still remain issues within the village. Traffic in the village has lightened due to the Ovingham bridge closure which we believe is approximately 8 weeks behind schedule. We issued a questionnaire to every household in the parish and will be discussing the results in the meeting that follows.

Our thanks go to the residents who look after the various planters around the village.

Precept has been increased marginally for 2015 to cover the potential repairs to the play area equipment.

Our thanks go to Maurice Holliday for his regular reports on the state of Public Rights of Way and Footpaths around the parish and to Graham Hudson and now Ethel Coulthard for the regular column in the Hexham Courant. Our thanks also go to Michael Blair and Chris Glew for cutting the areas of grass in the village.

Thanks must also go to Paul Kelly who keeps us informed of the bigger picture in his regular report.

If you have any requests please let the Parish Council know, preferably in writing to the Parish Clerk, but do remember the councillors are all volunteers who received no expenses (although entitled to) who put a lot of time and effort into making Horsley a pleasant place to live.

My thanks go to Mandy who puts in a great deal of work to keep the rest of us informed and in order. It is becoming increasingly harder and more frustrating to manage communications with Northumberland County Council and to get things done

Finally we would welcome more input directly from residents so that we can communicate personally rather than messages being passed via third parties.

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FINANCIAL STATEMENT FOR YEAR ENDED 1.4.2014-31.03.2015

| EXPENDITURE | £ | INCOME | £ |
|---|------------------|--------------------------|------------------|
| Came & Co Insurance General | 982.04 | Precept | 9,000.00 |
| | | VAT | 0.00 |
| Ovingham Joint Burial Committee | 990.00 | Refund | |
| | | Bank A/C Interest | 5.09 |
| Northumberland Assoc of Local Councils | 99.74 | Donation/Grant | 209.26 |
| War Memorial Wreath | 30.00 | | <u>£9,214.35</u> |
| Grass cutting | 1,500.00 | | |
| Northumberland Estates | 150.00 | | |
| Bus shelter/Notice Boards - maintenance | 0.00 | | |
| Play area inspector | 395.00 | Accounts Book | £ |
| Play Areas/Highways | 1,766.88 | Brought forward 1.4.14 | 8,698.41 |
| Clerk salary - 4.5 hours per week | 2,605.55 | Income | 9,214.35 |
| Annual audits | 20.00 | Sub Total | <u>17,912.76</u> |
| Website | 56.58 | Expenditure | 8,849.52 |
| Telephone/Postages | 37.15 | Carried forward 31.03.15 | <u>£9,063.24</u> |
| Donations: | | | |
| Horsley WI | 109.00 | | |
| Age UK Northumberland | 0.00 | | |
| Great North Air Ambulance | 0.00 | | |
| Horsley Art & Craft Group | 0.00 | | |
| Sport Tynedale | 0.00 | | |
| Community Action Northumberland | 0.00 | | |
| VAT | 107.58 | | |
| | <u>£8,849.52</u> | | |