

## **Corsenside Parish Council Annual General Meeting**

Minutes of the meeting held on Monday 11<sup>th</sup> of May 2015

At The Parish Hall, West Woodburn at 7.30pm

Present:- Councillors: C. Hamilton (Chair), A. Pender (Vice Chair), G. Scott, C. Currie, P. Saunders, D. Carrington, P. Bilton  
Clerk: K. Traill

- 1) Apologies for absence:- None
- 2) Declarations of interest:- C. Hamilton in respect of West Woodburn First School, A. Pender & P. Saunders in respect of the Parish Hall.
- 3) Opportunities for members of the public to raise issues :- None raised
- 4) Election of Officers :-
  - a. Election of Chair Person – C. Currie & D. Carrington nominated C. Hamilton who accepted.
  - b. Election of Vice Chair – C. Currie & P. Bilton nominated A. Pender who accepted.
- 5) Minutes of the meeting held on the 13<sup>th</sup> of April 2015:- G. Scott stated that point 14 should read Telfer, not Tefler and it should be 'Woodhouse' not 'Woodburn' Farm. Corrections were made and signed as a true and accurate record.
- 6) Matters arising from the minutes not dealt with elsewhere on the agenda:- None raised.
- 7) County Councillor's Report :- None
- 8) Notification of any other business for discussion, at the Chairman's discretion, under item 18 below:- D. Carrington, C. Currie, P. Bilton, G. Scott and K. Traill had items to discuss.
- 9) Adopting & Signing of New Policies & Regulations :- Councillors agreed to adopt NALC's model Complaints Procedure. K. Traill also explained that it was up to the CPC whether or not they had in place a 'Councillor's Allowance Policy'. Councillors discussed and all agreed that it was unnecessary to have a policy in place as Councillors attended training and NCC meetings because they chose to. If in future there was any long distance travel involved Councillors would review the policy again.
- 10) Action point list:-
  12. Ridsdale Speed Signs and Roundels – Will be discussed in more detail under point 14.
  28. Jubilee Stones – D. Carrington updated the Councillors on the progress of the Jubilee Stones, stating that S. Carrington and herself had visited the quarry twice. 2 stones had been chosen with guidance from quarry workers. Due to a cut in quarry staff at High Nick, the stones would have to be transported to Livingston to be cut. Once cut the quarry would have them returned to High Nick, however the quarry are unable to engrave or transport the stones to their permanent location. D. Carrington explained that S. Carrington would be contacting local businesses that had the machinery needed to transport the stones from the quarry to their location. D. Carrington also stated that S. Carrington had enquired with Carl Fisher a local engraver and was awaiting a call back.
  53. Defects on Road at Little Ridsdale – Will be discussed in more detail under point 14.
  60. Speed Signs at The Brandy Bank – K. Traill explained that she had given Robert the go ahead to order the batteries and complete the work. Work has been delayed due to Robert being away and the wrong batteries being sent out. Robert has sourced some new batteries and hopes to have them in place on the 13<sup>th</sup> of May.

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74. Sharp bend at Sarelaw – Will be discussed in more detail under point 14.
78. Overflowing Drain at East Woodburn - Will be discussed in more detail under point 14.
80. Armstrong St & Whitearce – Nothing further to report.
81. Missing Stones at East Woodburn Bridge – K. Traill explained that she had e-mailed M. Harrison & K. Westerby asking for an update. M. Harrison replied stating that their bridge team were busy for the next couple of weeks however should be up to work on the East Woodburn bridge after that as all stone was cut and ready to go.
84. Dark Skies Initiative, energy efficient street lighting – K. Traill explained that she had contacted J. Riddle to confirm that Corsenside would be a part of the Dark Skies Initiative as we were not represented on the map. J. Riddle responded stating that the whole Country was having it's street lights upgraded, whether Corsenside is completed by 2016 or 2017 is difficult to predict but he thought it safer to say it will be programmed in for summer 2017. At The NCC Parish Meeting on the 6<sup>th</sup> of May C. Hamilton expressed his disappointment that our area would be one of the last to be completed. KT mentioned how difficult it had been getting any response from the Dark Skies team.
85. Map of Grass Cutting area/ Weed killing – tender 2015 – Action completed, to be removed.
86. Community Asset Transfer, The Green, West Woodburn – K. Traill explained that she had forwarded all information onto R. Powell (NCC Liaison Officer) so that he can chase up information on our behalf as K. Traill was unable to get any set timescale from NCC.
87. Whitearce and Westmacott Street signs – K. Traill explained that she had e-mailed K. Westerby requesting an update as the signs were originate reported on the 19<sup>th</sup> of March 2015. As of yet there has been no response.
88. Ridsdale Speed Signs – K. Traill explained that she had contacted R. Morgan requesting further information as discussed at the last Parish Meeting. R. Morgan replied stating that N. Snowdon the inspector who dealt with speed signs was currently on paternity leave however R. Morgan was able to give K. Traill an idea of prices. K. Traill will await N. Snowdon's return. D. Carrington explained that Richard Craig from EDF was having a meeting on the 12<sup>th</sup> of May and will be discussing whether or not they will fund a second speed sign for Ridsdale.

11) Parish Hall :- P.Saunders stated that they were still in the process of trying to transfer the Parish Hall from the care of the committee over to CPC. He explained that M. Parr was currently the only Trustee on record under the Charity Commission therefore M. Parr was the only person that could submit the accounts. P. Saunders is still struggling to get in touch with M. Parr and is concerned that if the issue is not sorted soon, that the Parish Hall may end up paying Business rates in the future. A. Pender mentioned the poor condition of the outside paint work and stated that she had asked Mr Tait to give it a touch up.

12) Play Area – West Woodburn :- C. Hamilton reported that his weekly checks of the play area continue as usual and that all equipment appears to be in good condition. The seats on the big swings will hopefully be replaced before the next PC meeting. He records the weekly checks electronically on a spreadsheet and will bring a full printed copy annually to the AGM for the Parish records. D. Carrington suggested that C. Hamilton e-mail K. Traill a copy each month so that the clerk has access to the information if needed. C. Mowatt has been appointed to carry out the jet washing as his quote was significantly cheaper than the only other contractor we were able to find. He is scheduled in to carry the work out on the 15th of May using the schools water & power, school has been informed of the date & time. C. Hamilton explained to all the Councillors that ROSPA had been in touch to inform us that the inspection was due in June, they will visit the play area and notify us once the inspection has been completed.

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13) Wind Power Stations :- Nothing to report.

14) Information given from Parish Cluster Meeting on the 6<sup>th</sup> of May:- C. Hamilton explained that D. Carrington, K. Traill and himself had attended a Parish Meeting on the 7<sup>th</sup> of May organised by NCC to discuss general matters that the Parish Council wanted to discuss. R. Powell of NCC requested that we e-mail specific issues of concern in advance so that they could arrange an appropriate officer to attend. C. Hamilton forwarded all of Corsenside's highway issues (as set out in the action list), to R. Powell and was informed that K. Westerby (Area Highways Manager) would attend the meeting to respond to our issues in person. C. Hamilton however was informed a couple of hours before the meeting that K. Westerby was unable to attend however R. Powell would discuss any issues we had and forward them onto K. Westerby. R. Powell listened to our concerns, the main concern being the lack of response and communication from NCC. R. Powell has since copied C. Hamilton into an e-mail requesting that K. Westerby contact C. Hamilton directly to organise a site visit to discuss all highway issues, as of yet C. Hamilton has heard nothing. C. Hamilton also explained the contents of the meeting which covered issues such as the planning review, dark skies initiative and the communication issues with NCC that most Parish Councils struggled with.

15) Sheep Dog Memorial: - G. Scott & P. Bilton explained that they had met with Caroline Chater, the great granddaughter of Adam Telfer & 2 founding members of the Old Hemp Memorial Fund, at Jubilee Triangle. The potential location of the memorial was discussed. It was believed that the best location would actually be in front of the field wall (allowing tourists to get behind the memorial for photo's to be taken), rather than in the wall itself. The residents of Fellside appear to tend to the grass on this verge. G. Scott & P. Bilton were unable to speak to the residents to enquire with them about ownership of the grass verge. K. Traill to contact K. Westerby with regards to the ownership of the verge. Councillors discussed the size of the memorial and it was felt that the proposed structure was much too large and that it was inappropriate that this memorial would dwarf others within the parish. It was agreed that it should be no taller than the dry stone wall it is proposed to sit in front of. Councillors will require scale drawings to be submitted, to ensure compliance with this requirement, before they consider the granting of final approval. If K. Traill is unable to establish ownership of the land via NCC and further investigative work is required, this, along with any costs incurred, would be the responsibility of the Memorial Fund and not CPC. K. Traill to write to Caroline Chater to inform her of this decision.

16) Planning Matters

- a. For Decision - None
- b. Decisions from Northumberland County Council – i. Planning ref: 15/00786/FUL The Brigg – GRANTED. ii. Planning ref: 15/00364/OUT Stone/slate bungalow Land North of Reviers – GRANTED
- c. Road Closures – C. Hamilton informed the Councillors which small section of road from the bottom of Armstrong Street – Hindhaugh would be closed on the 10<sup>th</sup> of June for utility works.

17) Other Correspondence :-

- a) 2 Thank You letters from The Great North Air Ambulance, one for the £50 donation from the CPC and one for the donation on behalf of The Bay Horse for room rent. – Shown to Councillors'
- b) Tynedale Hospice News – Made available to Councillors
- c) Consultation – Street Trading Policy – Invite to comment. C. Hamilton will look into this further and comment if necessary.
- d) Consultation on a proposal for Kielder First School – Councillors made aware of the proposal and will discuss in more detail at the next meeting.

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e) Consultation on Bellingham School to remove N. Pennine Learning Partnership – P. Saunders was able to give Councillors more information on this issue.

18) Finances :-

a) Invoices for Payment – i. K. Traill Wages ( £263.63) & Expenses (£31.97). ii. NALC subs (£104.69)

b) Bank Balance - £13477.88

c) Monies Receive

i. £330.78 VAT claim 2014-2015

ii. £3750 Precept payment

d) Requests for Assistance – Corsenside CPC grass cutting grant £300 – Discussed and grant of £300 given for the upkeep of the graveyard.

e) Bank Signatories update – P. Bilton now a signatory on the account.

f) Audit update – K. Traill explained that the accounts were with Hazel Goodall a local accountant and that K. Traill would meet with her on the 12<sup>th</sup> to discuss.

g) Payroo – Clerks wage entry update – K. Traill explained that with the help of D. Carrington the clerk was now able to carry out payroll.

18) Matters for discussion at the Chairman's discretion:- C. Currie mentioned the lack of flowers in the planters despite the fact that they should have seasonal flowers in. K. Traill explained that she had discussed this with C. Mowatt who had stated that it was still too early for the summer plants to go in. He did say that he would get some pansies to plant in the meantime. K. Traill to get back in contact with C. Mowatt. G. Scott discussed the poor condition of the road (Council owned), up to Corsenside Church. C. Hamilton stated that we could discuss this with K. Westerby when he comes for a site visit, he also suggested that it could be one of our submitted Local Transport Priorities. D. Carrington asked the clerk if there had been any word from J. Bassett regarding the Ridsdale defibrillator. K. Traill to contact J. Bassett for an update. D. Carrington also informed the Councillors that C. Hamilton and herself had submitted an article to the Rede Valley News about the achievements of the CPC which should be out mid-May. P. Bilton mentioned the increase in litter on the road from the A68 to East Woodburn. K. Traill to contact neighbourhood services to see what could be done. P. Bilton also discussed the fact that the quarry lorries were having difficulty making the turn out of East Woodburn due to cars being parked on both sides of the road. The quarry were happy to donate some money towards an extra layby in East Woodburn to ease the situation. P. Bilton awaiting an offer in writing. P. Bilton also informed the Councillors that the drainage issues in East Woodburn did appear to have improved a little however there was still a lot of run off from some fields on the hill out of East Woodburn. K. Traill gave prices for a new dog bin to be located around the village green, the average cost was approximately £90. K. Traill has requested information from J. Riddle regarding Landfill Funding to see if we could first apply for this. P. Bilton agreed to look into making some dog bag dispensers and to look at repairs needed to some parish seats.

19) Next Meeting:- Monday the 8<sup>th</sup> of June 2015, 7.30pm at The Parish Hall West Woodburn.

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Karen Traill, Corsenside Parish Clerk

Ridgeview, West Woodburn.

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**NB. Due to limited notice board space it is not possible to display the minutes in a larger font. However, minutes can be e-mailed by contacting the clerk using the above details or alternatively viewed through the Corsenside parish Council Web-site.**

Signed : .....

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