

Corsenside Parish Council

Minutes of the meeting held on Monday 13th of April 2015

At The Village Hall, West Woodburn at 7.30pm

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

Clerk: K. Traill

Public: P. Bilton

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) Minutes of the meeting held on the 2nd of March 2015:- Signed as a true and accurate record.

5) Matters arising from the minutes not dealt with elsewhere on the agenda:- D. Carrington informed the Councillors that she had previously seen some posters regarding dog fouling. D Carrington had managed to get in touch with 'Keep Britain Tidy' who were able to send out posters and stickers. D. Carrington, P.Bilton and K. Traill to display around Corsenside.

6) New Councillor Vacancy – Co-option :-C. Hamilton informed the Councillors that NCC had received no public response regarding the Councillor vacancy and the CPC were therefore free to co-opt. Peter Bilton was offered the position and accepted.

7) County Councillor's Report :- None

8) Notification of any other business for discussion, at the Chairman's discretion, under item 19 below:- D. Carrington had one item to discuss, Caroline Currie had one item to discuss and A. Pender had 2 items to discuss.

9) Code of Conduct, Standing Order, Publication Scheme – Councillors to adopt, & discuss other policies needed :- K. Traill discussed the Model Code of Conduct and Standing Order provided by NALC. K. Traill and C. Hamilton also informed the Councillors of the work that has been conducted on the Publication Scheme which informs all members of the public what information we hold and where to find this information. All Councillors agreed to adopt all 3 models and review them yearly. K. Traill explained that there were various other policies that the CPC should have in place, K. Traill currently working on collating all the information.

10) Action point list & addition of actions :-

12. Ridsdale Speed Signs and Roundels – C. Hamilton explained his discussion with N.Snowdon stating that we were expecting the Roundels to be repositioned within a matter of weeks and now it had been a couple of months. N. Snowdon said that the works would be carried out sometime in this financial year. C. Hamilton said that this was not good enough and that we expected the matter to be sorted in the very near future.

28. Jubilee Stones – K. Traill explained that she had spoken to S. Boam, the site manager for East Woodburn Quarry. S. Boam asked if K.Traill could call him back on the 14th of April when he would be on site and could probably arrange something for that week. Dot & Steve Carrington will meet with S. Boam to choose the stones.

53. Defects on Road at Little Ridsdale – Nothing to report.

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60. Speed Signs at The Brandy Bank –K. Traill explained that the electrician has looked at the signs and believes the issue to be with the batteries £110/battery , £35/hour total £255 +VAT. K. Traill to give the electrician the go ahead.

74. Sharp bend at Sarelaw – Nothing further to report.

78. Overflowing Drain at East Woodburn - J. Riddle forwarded K.Traill an e-mail from K. Westerby stating that they had taken a look at these locations while it was raining. They could not find any major issues. NCC cut a couple of grips but ditches etc were clear. There was a bit of water running out of a field entrance and water was running down the road in places due to wheel tracking, no worse than most roads on that day. K.Traill e-mailed J. Riddle stating that when R. Wealleans visited the area on the 11/12/14, he seemed to think something did need doing. P. Bilton to take pictures when there has been rain. K. Traill to contact K. Westerby again.

80. Armstrong St & Whitearce – Nothing further to report.

81. Missing Stones at East Woodburn Bridge – Nothing further to report, K. Traill to contact K. Westerby asking for a update.

84. Dark Skies Initiative, energy efficient street lighting – K. Traill read out information from J. Riddle regarding the Dark Skies and the schedule. K. Traill to contact J. Riddle to find out if Corsenside is actually going to be part of the Dark Skies project as we were not represented on the map.

85. Map of Grass Cutting area/ Weed killing – tender 2015 – C. Hamilton explained C. Mowatt's Landscape tender 2015-2018 costings to the Councillors and read through the contract that C. Mowatt had signed.

86. Community Asset Transfer, The Green, West Woodburn – K. Traill explained that N. Easton had forwarded on an e-mail the CPC had sent before the Easter Holidays, to the Property Department. The person dealing with it just started back at work today therefore N.Easton expects to hear from them in the next day or 2. N.Easton said that he had asked the 'Property Department' to please keep us informed and to give us an expected time frame.

K. Traill to add Whitearce and Westmacott Street signs to the 'Action List' . K. Traill reported that R. Wealleans had confirmed that they were awaiting the signs in from the shop.

K. Traill to add Ridsdale Flashing Speed Signs to the 'Action List'. K. Traill read out information from R. Morgan which states what we need to do in order to gain the funds for one flashing speed sign for Ridsdale. D. Carrington discussed the likelihood of being able to get funding from the EDF windfarm to fund a second speed sign. D. Carrington will update Councillors at the next meeting. If EDF are unable to fund a second, Councillors agreed that the CPC were unable to pay for a second sign, however K. Traill to enquire about the cost and feasibility of paying for a second post so that the sign could be moved between poles.

11) Parish Hall :- P.Saunders stated that he was having difficulty getting information regarding Discretionary Business Rates and Charity Commission information. The transfer of the Village Hall cannot happen until all the information is updated. P. Saunders will continue to try and contact M. Parr and the Charity Commission directly.

12) Play Area – West Woodburn :- K. Traill explained that she had spoken to R. Wealleans regarding NCC jet washing the play area and had eventually been told that they did not possess the right equipment. K. Traill informed the Councillors that she had also spoken with Shotton's of Chollerford and was awaiting a price from them. C. Mowatt had given a price of £200. C. Hamilton to speak to the Head of West Woodburn First School to ask about the possibility of using the school's water and electric supply. Councillors gave K. Traill the go ahead to appoint a jet washer within a £200 limit.

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13) Wind Power Stations :- Nothing to report.

14) Sheep Dog Memorial: - G. Scott explained to the Councillors the information she had received and the conversations she had had, regarding a sheep dog memorial. G. Scott explained that it is strongly believed that all 'modern' sheep dogs and sheep dog training methods, originated from a farmer called Adam Tefler and his dog Old Hemp who lived and farmed on Woodburn Farm. There is a campaign to erect a memorial and therefore the campaigners have asked the CPC for their approval. The suggested location was the layby at the North end of the village. Jubilee Triangle was also suggested, however Councillors feel that with the Silver Jubilee plaque, 2 seats and the addition of the Diamond Jubilee stone, another memorial would be too much. P. Bilton suggested that the memorial could be built into one of the stone walls as it would not need highways permission and not 'clutter' Jubilee Triangle. P. Bilton to approach the land owners.

15) Planning Matters

- a. For Decision - i. Planning Ref: 15/00364/OUT – Outline application for a new stone/slate bungalow – Land North of Reivers, West Woodburn. C. Hamilton declined to comment as he is a close friend of the applicant. Councillors viewed the application and their response is – no objection.
- ii. Planning Ref: 15/00975/CLEXIS – Certificate of Lawful Development – 3-5 Westmacott Street – Councillors response – No Objection.
- iii. Planning Ref: 14/04056/FUL – Change of use of domestic garden area to use of parking & storage. Land North of Autumn House. West Woodburn – K. Traill to enquire if the CPC's original response will be taken into account, if not K. Traill to resubmit.
- iv. Planning Ref: 15/00786/FUL – Demolition of existing building & erection of new livestock building – The Brigg – G. Scott declared this to be her application and therefore stood down from any decision. Councillors response – No Objections.
- b. Decisions from Northumberland County Council – i. Planning Ref: 14/04098/FUL – Construction of a farm worker's cottage, land West of Armadale – Withdrawn at applicant's request – mistake letter should have said – GRANTED
- ii. Planning Ref: 14/04193/CLEXIS – Certificate of lawfulness for existing development – double garage – GRANTED.

17) Other Correspondence :-

- a) Ridsdale Village Hall Fund – letter. Councillors are happy to re-nominate the current trustees. K. Traill to write a confirmation letter.
- b) Directors response to Main Issues Raised by Parish & Town Councils – Planning Review – Information made available to Councillors.
- c) Parish & Town Council Meetings – dates given to Councillors.
- d) Unity Bank – Newsletter – Information made available to Councillors.
- e) CAN Newsletter, invite to Spring Conference & A Practical Guide for Parish Councils – Information made available to Councillors.
- f) RAPE – Helpline – Information made available to Councillors. K. Traill to see if The Bay Horse would display the helpline number.

18) Finances :-

- a) End of year financial report + Yearly review of CPC financial system of internal control – K. Traill handed out the end of year financial summary and briefly explaining the sub categories. K. Traill also read out the CPC's banking mandate, C. Hamilton explained our current procedure with regards to on-line

payments. All agreed to continue with this, reviewing annually.

b) 2015-2016 Budget – K. Traill handed out the projected budget for 2015-2016 based on figures collected for precept.

c) Invoices for Payment – i. Clerks wages and expenses – cheques signed.

ii. The Bay Horse – Use of the meeting rm – requested donation made to The Great North Air Ambulance - The CPC agreed upon a £50 donation based on £10 per meeting.

d) Bank Balance - £9727.88

e) Monies Receive

i. £10 refund from Easy Accounts Training

ii. £2.49 Bank Interest

iii. VAT reclaimable form sent off £330.78 (not yet received)

f) Requests for Assistance – Councillors discussed the Requests for Assistance that had been received and agreed upon a £50 donation towards the Great North Air Ambulance and a £50 donation towards the North Tynies refurbishment project.

g) Update the banking signatories – i.e removal of M. Parr, addition of new Councillor – Councillors signed forms up-dating the authorised signatory list to remove M. Parr and add on P. Bilton. C. Hamilton informed the Councillors that he had spoken with Barclays Bank regarding the closure of a historic account with a £0 balance. C. Hamilton read out the letter requesting closure of the account and the letter was signed by 3 of the original signatories.

h) Payroo – Clerks wage entry – K. Traill informed the Councillors that M. Parr had completed the last wage entry for the year and that the clerk would now set up payroo in order to enter wage payments independently.

18) Matters for discussion at the Chairman's discretion:- A. Pender handed around a poster advertising Steve Bonham's concert to be held on the 22nd of May at West Woodburn First School. A. Pender also announced that she will be resigning at the end of August. D. Carrington informed the other Councillors that there was a meeting in Bellingham on the 14th of April if anyone was able to attend. A. Pender and D. Carrington to attend the meeting. P. Bilton discussed how some visitors to East Woodburn had been directed by their sat nav across an old byway that was not suitable for normal vehicles, could a sign be put up? Councillors felt this was a common issue with sat nav's and could not be held responsible. K. Traill to contact local groups/committees, inviting them to attend the AGM in order to give an annual report.

19) Next Meeting:- Monday the 11th of May 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 :

Date: