

NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

#Minutes of the Parish Council Meeting held in the Jubilee Hall, NotM
Wednesday 25th January 2023

1.	Public Question Time (Max 15 minutes in total): No members of the public present.	
2.	Present: Cllr D. Francis (Chairman), Cllr G. Anderson, Cllr L. Clark, Cllr K. Howard-Row, Cllr M. Whiteley, Cllr N. Mansfield, Cllr D. Rixon and Cllr R. Simpson County Councillor Trevor Thorne and the Clerk were in attendance.	
3.	Apologies for absence: Cllr C. Letts and Cllr S. Woolfrey.	
4.	Declarations of Interest in items on the agenda: None.	
5.	Minutes of the Parish Council meeting held on 23rd November 2022: Agreed.	
6.	<p>To consider matters arising from the Parish Council meeting held on 23rd November 2023:</p> <p>a. <u>Road Issues</u> – Including traffic monitoring in Swarland and NotM, Road markings in NotM, school crossroads visibility impaired by new railings, completion of traffic calming around school including donation from Cllr Thorne – Update from site meeting 8.12.22 (Cllr Whitley). A site visit was arranged by County Cllr Thorne. It was a very proactive straightforward meeting and an update was obtained from an NCC officer who has sent email confirmation.</p> <ul style="list-style-type: none"> - The location of speed monitoring equipment in The Avenue was agreed. - A report is to come back about the proposed chicanes (subject to speed monitoring) in The Avenue by the School and by the bridge. - NCC are waiting for electrical work to be done by the supplier for the interactive signs – expected the end of January. -The galvanised fence by the school is to have some vertical bars removed to improve visibility. <p>With regard to NotM, it was considered that traffic calming had been taken as far as it could but this was based on Cllr Whiteley’s assumption that no accidents had taken place in NotM.</p> <p>19.07 – At this point Cllr Mansfield joined the meeting</p> <p>County Cllr Thorne was thanked for his efforts in progressing matters. Cllr Whitley will pursue outstanding issues after the end of January.</p> <p>b. <u>Condition of Swarland Roads</u> - Update. Cllr Francis said that Rob Murfin had been reminded about providing a response about the proposal made some time ago for a referendum to see if the community supported the improvement of the roads (although this would not be to adoptable standard). The PC had asked for details of how the referendum would be conducted. Mr Murfin had said he was going to get specialised legal advice on this. To be followed up before the next meeting. Cllr Whitley asked if this would address current problems with blocked drains in Kenmore Drive – he will get details.</p> <p>Cllr Francis said that road drainage would need to be addressed but not necessarily to adoption standard. The PC hasn’t seen plans of the work yet.</p> <p>c. <u>Proposed school at Longframlington</u> – Cllr Francis said that it looked like the idea of a new school was still being progressed by a working group. The PC had assumed that the NCC Officer report produced early in 2022 was the end of the matter. Cllr Rixon said that he had spoken to some County Cllrs who had said that there was no funding and the site wasn’t suitable. There was a query about the catchment area as some children at Swarland School live east of the A1, and the new developments in Longframlington don’t seem to have generated numbers of potential pupils.</p>	Clerk Cllr Whiteley

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	<p>d. <u>Warm Hub for the Parish</u> – Cllrs Clark and Woolfrey had produced a report for the November meeting and followed this up with an article in The Column to try to get an idea of need for such a facility. Club was contacted and they would provide facility if PC paid for it & ran it. Cllr Anderson contacted the Jubilee Hall Cttee and they suggested the Cook & Barker would be a better venue. However, no feedback came from residents so there doesn't appear to be a particular need.</p> <p>Can get grants for small generators but this raises issue of who will look after the equipment etc. NCC have received a report on the Storm Arwen response, have raised some questions, and are waiting for a response. PC could wait for this response. Cllr Mansfield said that Northern Powergrid had funding available for generators/satellite phones to help with emergencies.</p> <p>e. <u>Christmas Cards and decorations from Swarland Primary School</u> – Handmade decorations had been received from the school and the Clerk had distributed these in NotM and Swarland where they were very well received.</p>	
<p>7.</p>	<p>Requested Agenda items:</p> <p>a. <u>Vyner Park update</u> - Cllr Howard-Row provided an update. The latest VPC meeting had taken place the previous day. A grant had been received from NCC to purchase a play digger for the play area. There had been a meeting to look at the footpaths/surface water drainage with a view to making the footpaths more wheelchair friendly. The VPC Committee is currently working on getting an independent valuation of possible rental for the pavilion. A donation of a commemorative seat had been offered. Nelsons are looking at the possibility of obtaining a log burner which might help provide a warm hub if there were power outages. The VPC had been told that the Red Squirrel Group have had two monitoring cameras stolen, and asked if it would be possible for the PC to replace or contribute to the replacement of the cameras costing about £60-£70 each. Cllr Francis said he would contact Rosie Mould for details.</p> <p>b. <u>Swarland and Newton on the Moor Action on Climate (SNAC) update</u> – Cllr Clark said that NCC are still waiting for the new funding which will allow them to commission the new bus service. SNAC is looking at its priorities for the next year which will include some projects from 2022 and some new ones. There is an NCC Climate event in Alwick Gardens on 30th March, open to the public (ticketed event) details coming out soon. Some actions from the NCC toolkit have been completed, some are ongoing but there are some additional actions. NCC is encouraging community venues to look at their carbon footprints, she suggested that the PC could write to venues in its parish asking them if not already done, would they consider doing so. Another possible action is the minimisation of the use of pesticides on Council owned land. NCC have developed quite a detailed calculator to work out the carbon footprint of individual properties. Felton were involved in the pilot but have not had a lot of residents participating. They are working on improving take up.</p> <p>c. <u>Commonwealth War Graves Commission</u>: request to install signs indicating war graves at Felton Cemetery Details previously circulated. There would be no cost to the PC and the Commission would be responsible for provision and ongoing maintenance. Cllrs agreed in principle to the request. Clerk to contact Cemeteries Committee Sec to advise and ask for this to go ahead.</p> <p>d. <u>Neighbourhood Plan</u> Discussion and decision on next steps. Four residents have put their names forward to be considered for joining a Steering Group, however what could an NP cover that the Local Plan wouldn't cover. Clerk to ask the volunteers to familiarise themselves with the current Local Plan and see what they think NP policies could cover. Cllr Francis said that Rob Murfin had</p>	<p align="right">Cllr Francis</p> <p align="right">Clerk</p>

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	<p>given examples including design/materials, limited developments outside settlement boundaries which might help get affordable housing. Cllr Francis offered to talk to the volunteers. NALC offering Zoom sessions 16.2.23 Local Plan and 23.3.23 Neighbourhood Plans. Then can get together and see what could be done, and if there was value in having a Neighbourhood Plan.</p> <p>e. <u>gov.uk email address</u> – Decision on whether the PC & Cllrs should move to this email. See information on website providers at Appendix A. Cllr Clark had investigated a number of potential providers of gov.uk email and parish council websites – See Appendix A. There is discussion at national level about moving PC's to gov.uk. Currently it's up to each PC what route it follows. The PC's current site costs less than other providers. Cllr Francis said there was probably scope to improve the format of the current site, and our site doesn't work well across the full range of devices. If the PC wanted to retain its current provider but improve the website, it would probably need someone to redesign the site. Cllr Anderson suggested looking at the sites the other website providers have developed to see what could be done. Could ask Podium to give a quote for improving existing site eg accessibility using mobile phones. Cllr Clark will send links to a few other PC sites and our site for Cllrs to visit. Decision to be made at next months meeting.</p> <p>20.27 At this point, Cllr Simpson gave his apologies and left the meeting.</p> <p>f. <u>Request for Installation of Defibrillator Studley Drive/Low Wood area Swarland</u> –For discussion and decision on action (if any) to be taken. The Clerk had not had a response from nPowergrid or NCC on the possibility of installing a power source. Clerk to try again to get response from NCC streetlighting and also to advise the resident who had suggested this,</p> <p>g. <u>Request to use Vyner Park Charity Grasscutter to carry out gritting</u> – For discussion and decision. This had been discussed at the VPC meeting on 24.1.23, and as the equipment was not licensed to go on roads, and the concerns about health & safety and insurance, it was decided to decline the suggestion.</p>	<p>Clerk</p> <p>Cllr Clark</p> <p>Clerk</p>
<p>8.</p>	<p>Report by County Councillor and meetings attended by Councillors:</p> <p>a. <u>Councillor Thorne Update</u> - Cllr Thorne referred to the site meeting with Michael McGonagal (see 6a above) which he felt was very useful. Cllr Thorne said that he would fund a chicane from his Members Grant – all that is needed is for the project/costings to be worked up. He suggested that the issues in NotM needed a separate similar meeting to talk through problems. With regard to the school, Longframlington PC has formed a sub group to take this forward. A 2 acre Council owned site is being looked at for suitability and viability. The NCC Officer report predicted a lot of house building and about 180 further homes are to be built. Cllr Thorne said he was a Governor at the Royal Grammar School, and he talked about the partnership work the RGS does to improve education standards across the region. At NCC, the annual budget discussions are coming up, and they are currently going through recruitment process for senior officers. The new Chief Executive starts in February. With regard to the school, Cllr Francis asked if it wouldn't have been polite to involve the existing school? Cllr Thorne replied that Swarland School is going to be invited to come along. He agreed it was important that the school is involved.</p> <p>b. <u>NCC Town, Parish and Community Council Conference. Alnwick - January 2023.</u> Cllr Rixon had attended and said he had been concerned at the lack of NCC services north of the Coquet. He gave as an example low internet speed problems. Cllr Francis said that iNorthumberland no longer had the same</p>	

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	<p>control and decisions were now made nationally. Alncoms work in NotM was up in the air because of the need for NCC to go to competitive tender for the area. Cllr Rixon said that the recent Environment Act had targets for recycling for Local Authorities to meet by 2025 but NCC has to trial different schemes to evaluate demand/user patterns to help decide on schemes to use. Central Government funding has to be applied for but this is all in hand.</p> <p>A useful 'who does what' document has been sent out. People were asking at the conference how best to get responses from NCC officers. They were advised it was best to use generic service email addresses rather than those of specific officers.</p>	
<p>9.</p>	<p>Finance:</p> <p>a. Clerk's salary for December and January = £821.10 Payment to HM Revenues & Customs PAYE = £164.20 Payment to Clerk = £821.10 + £268.52 expenses - £164.20 PAYE = £925.42</p> <p>Note expenses include replacement battery for the VP Defibrillator (£232.80 inc VAT).</p> <p>b. Receipts: None.</p> <p>c. Other payments: Boxes for storage of Christmas decorations for the Square upto £100. Direct Debit to be taken 28.2.23 for Information Commissioners Office £35.00 Repayment to Cllr Clark for Coffee & Chat and SNAC domain £133.45.</p> <p>d. Account balance as at 18th January 2023 £32,341.83</p> <p>All the above were agreed/noted.</p>	
<p>10.</p>	<p>Planning:</p> <p>a. Decisions made by NCC</p> <p>22/03586/FUL Change of Use from Indoor riding arena to 2No (self/custom build) Dwellinghouses. Land South East Of The Park, Old Park Road, Swarland, Northumberland NE65 9HJ. The Parish Council objected to this application for several reasons including the fact that the proposed site is outside the newly agreed settlement boundary. Application withdrawn by the applicant 1.12.22.</p> <p>22/03028/FUL - Demolish existing detached garage and construction of single storey rear and side extension. Cobblestones, 15 Newton-on-the-Moor Morpeth, Northumberland, NE65 9J. The PC objected to this application on the ground that it needs a pitched roof instead of the proposed near flat roof. Application REFUSED 6.12.22.</p> <p>22/04058/FUL Demolition of existing side extension & rear conservatory and replace with new rear extension, side extension & loft conversion.6 Douglas Crescent Swarland Northumberland NE65 9JB. The PC had no objections to this application. Application GRANTED 9.1.23.</p> <p>b. Applications pending decision by NCC</p> <p>20/02884/CCMEIA - Land North Of Shiel Dykes, U3050 Swarland Junction To Stouphill Junction, Swarland, Northumberland. Phased extraction of approximately 5 million tonnes of hard rock and importation of inert material for</p>	

use in restoration using overburden from site and imported inert materials over 30 year period . This application is not within the Parish but may impact on the area. The Parish Council did not object to the application subject to a range of comments. Cllrs Cutforth and Howard-Row objected to the development. As at 14.1.23 decision still awaited.

21/04446/FUL - Construction of 7no. detached bungalows and associated road and ground works on former grazing land. Land North Of 3 Nelson Drive, Nelson Drive, Swarland, Northumberland. The PC made a detailed objection to this application on several grounds including overdevelopment of the site. As at 14.1.23 decision still awaited.

19/01687/FUL PLANNING APPEAL Planning Inspectorate ref: PP/P2935/W/22/3299391 - Change of use of land for the siting of up to 60 static caravans, along with associated infrastructure and hard and soft landscaping. Archaeological report received 09.2.2021 and amended site location plan received 26.02.21. Land North West Of Springwood, Coast View, Swarland, Northumberland. The PC submitted further objections. As at 14.1.23 decision still awaited.

22/02326/FUL – Construction of 5No One and a half storey dwellings. Land South Of Woodside, 1 Coast View, Swarland Northumberland NE65 9JE. The PC objected to this application. As at 14.1.23 decision still awaited.

22/03128/FUL - Proposed construction of 3 bedroom dormer bungalow, Land South East Of 4 Studley Drive, Studley Drive, Swarland, Northumberland, NE65 9JT. The PC did not object to this application but made suggestions regarding more sympathetic planting. As at 14.1.23 decision awaited.

21/02696/S106A Planning Appeal Notification – Hawkshaw, Old Swarland, Swarland Morpeth, Northumberland, NE65 9HU. Variation of S106 Agreement relating to planning permission A/2004/0323 dated 3rd February 2005. The PC had objected to this in 2021. No further comments have been submitted.

22/04035/FUL Proposed replacement rear extensions and front porch, external window and door alterations.34 Park Road Swarland Northumberland NE65 9JD The PC had no objections to this application.

21/04972/FUL – Tourism development comprising of 9no. timber lodges within woodland setting with associated access, hardstanding and landscaping. Garden And Rush Plantations, Newton-On-The-Moor, Northumberland. The PC did not object to the application originally made in 2021, but made several comments. This was a RECONSULTATION. The PC objected to the change in layout of the site, but after receiving additional formation/explanation from applicant, this objection was withdrawn. As at 14.1.23 decision awaited.

22/04013/REM Reserved Matters application for appearance, landscaping, layout and scale for consideration of 16no detached bungalow style prefabricated dwelling houses on approved application 19/04108/OUT. Percy Wood Golf Club and Country Retreat, Coast View, Swarland. The Parish Council objected to this application on several grounds. As at 14.1.23 the decision is still awaited.

	<p>c. Planning matters for Parish Council to consider</p> <p>22/04768/FELTPO – Tree Preservation Order application: Remove and replace T1 – Purple Plum, T2 – Norway Spruce, T3 – Beech, T4 – Ash and T5 – Ash. T6 – English Oak – Crown lift to 6m over road. Selective prune to reduce lateral spread to North (over road) by 3m leaving branching no less than 6m to parent stem. Remove snapped out branch from lower crown. Remediate the originating tare out wound above. T7 - Beech - Selective prune to reduce lateral spread to North (over road) by 3m leaving branching no less than 5m to parent stem. T8 – English Oak – Selective prune to reduce lateral spread to North (over road) by 3m leaving branching no less than 4.5m to parent stem. Remove dead stem to immediate Northeast main stem. Remove deadwood >30mm diameter. T9 – Beech – Fell to near ground level. Low Chesters, Swarland, Northumberland, NE65 9ND. Comments invited until 26.1.23.</p> <p>22/04769/FELTPO – Tree Preservation Order application: Remove and replace T10, T11, T12 and T13 Ash. 2 Low Chesters, Swarland, Northumberland, NE65 9ND. Comments invited until 26.1.23.</p> <p>22/04770/FELTPO – Tree Preservation Order application: T17: Ash (Fraxinus excelsior) – Remove and replace. 3 Low Chesters Swarland Northumberland NE65 9ND. Comments invited until 27.1.23.</p> <p>22/04771/FELTPO – Tree Preservation Order application: Remove and replace T18 – Larch. 4 Low Chesters, Swarland, Northumberland, NE65 9ND. Comments invited until 26.1.23.</p> <p>23/04101/FUL – Bespoke Shepherd Hut and decking. Land Rear Of 9 Newton -on-the-Moor, Morpeth, Northumberland, NE65 9JY. Comments invited until 30.1.23.</p> <p>23/00048/FUL – Construction of two storey extension [etc] 28 Park Road, Swarland, NE65 9JD. Comments invited until 6th February 2023.</p> <p>23/00049/LBC – Construction of two storey extension [etc] 28 Park Road, Swarland, NE65 9JD. Comments invited until 6th February 2023.</p>	
<p>11.</p>	<p>Complaints:</p> <ul style="list-style-type: none"> • Leamington Lane drain and manhole outside Swarland Primary school – blockage issues referred to NCC 5.2.2020. Being taken up by NCC/OpenReach. • ‘No footpath’ sign at entrance of The Springwood knocked down Request for ‘No entry’ sign at Cherry Tree Drive due to Percy Wood visitors getting lost. - referred to NCC - 22.9.21. • Request for new Union Flag for the Square. • Damage around manholes in The Avenue, Swarland. Reported to NCC 23.11.22 • Surface water overflowing down Old Park Road (from woods) south of Douglas Crescent – to be referred to the Forestry Commission. 7.1.22 • Request for new bench beside bus stop opposite The Square, Swarland, and removal of debris from recent bus stop repairs 13.1.23. Debris has been removed. Bench to be trimmed down after discussion with SVH. • Request for refilling of grit bin in Old Park Road – Reported to NCC 17.1.23 	
<p>12.</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> • Google analytics website user report for December – circulated. • FREE Government funded EV Chargepoints offer 	

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	<ul style="list-style-type: none"> • Consultation on division arrangements in Northumberland – open until 30.1.23. • Northumbria Police request for meeting dates etc for PC -information sent. • OS/PGSA Mapping free facilities and webinar for PC's. • Northern Powergrid feedback from Emergency Powercut briefing Dec. 2022. • NCC Town, Parish and Community Council Conference 16.1.23. • NCC Elections – Need for Approved ID when Voting from May 2023.- to be mentioned in PC's The Column article 	Cllr Francis
13.	Requests for next agenda: None.	
14.	Urgent Items: None.	
15.	Dates of Next Meetings: 22/2/23 SVH, 22/3/23 JH, 26/4/23 SVH.	

Meeting finished: 21:06

Newton on the Moor and Swarland Parish Council -November 2022**Information on Parish Council website providers**

- In November 2022 the PC received a report outlining the pros and cons of moving to the use of secure gov.uk e mail accounts. The report outlined the steps involved and the costs of registration with gov.uk.
- It was noted that in moving to a new domain, there is an opportunity to review and improve the PC's website and so the PC requested some further information about the costs involved.
- There are approximately 8 - 10 companies who are specialist providers of web / online services to town and parish councils (the majority of whom are also accredited Registrars for gov.uk domains). Following a desktop review, 4 of these were approached to provide further information.
- Specifically they were asked the following questions –
 - Are you able to host [.gov.uk](https://www.gov.uk) domains and to act as a Registrar ?
 - Do you have a choice of templates for Parish Council websites ? Can you provide details of the functionality provided ?
 - Can you provide the names of 2 or 3 Parish Council websites that you support ?
 - What content management platform do you use ?
 - Can you give details of your pricing structure, showing one-off and ongoing costs for registration of the domain name, set up of website and e mail accounts, hosting, support and training.
- All companies responded and the information provided is summarised in the table attached.
- The Northumberland Association of Local Councils also hosts a number of local parish council websites, but it does not provide e mail accounts. Information about this and the PC's current provider are also included.
- The commercial providers emphasise their understanding of parish council requirements and typically have one or more templates which can be customised. Some offer different levels of product with add-on features such as a calendar of events, register of interests, gallery, directory of services and organisations.
- They also provide compliance with all the required accessibility and transparency standards and provide hosting, migration, maintenance, support, training and software updates.
- The cost of creating / migrating a new site typically involves a one-off cost of between £380 and £750, with annual support costs ranging between £125 and £450/year.
- Whilst this is higher than our current provider and the NALC package, it is important to consider what sort of online presence the PC wants to have – and potentially to engage users in helping to shape it.
- The structure and design of the PC's existing website has not been updated for some time. It is not responsive (i.e. it doesn't work properly across all types of device), has limited functionality, is not engaging to the user and probably does not meet all the required accessibility standards.
- However it is Wordpress-based and in theory it should be possible to redesign it. This would require a level of design and technical skills which the PC does not possess. It would also not address the issue of moving to a gov.uk domain.
- The PC is asked to consider the information provided and to indicate whether it wishes to proceed further and if so how.