

# NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the Jubilee Hall.  
**Wednesday 24th May 2023**

<b>1.</b>	<b>Present:</b> Cllr D. Francis (Chairman), Cllr G. Anderson, Cllr K. Howard-Row, Cllr L. Clark, Cllr R. Simpson, Cllr C. Letts, Cllr N. Mansfield and Cllr S. Woolfrey. The Clerk was in attendance plus several residents.	
<b>2.</b>	<b>Council make-up:</b> Election of Chair and Vice Chair. <ul style="list-style-type: none"> <li>a. Cllr Clark nominated Cllr Francis as Chair, this was seconded by Cllr Simpson and agreed unanimously.</li> <li>b. Cllr Anderson nominated Cllr Clark as Vice Chair, this was seconded by Cllr Mansfield and agreed unanimously.</li> </ul>	
<b>3.</b>	<b>Apologies for absence:</b> Cllrs D. Rixon and M. Whiteley.	
<b>4.</b>	<b>Declarations of Interest in items on the agenda:</b> None.	
<b>5.</b>	<b>Appointment of Committee Members and Representatives</b> (22/23 shown in brackets). <ul style="list-style-type: none"> <li>a. Vyner Park Charity Management Committee (NM,SW and K.H-R) – Cllr Mansfield to be replaced by Cllr Simpson,</li> <li>b. Joint Cemetery Committee (GA and NM).</li> <li>c. Swarland Village Hall Representative (SW).</li> <li>d. Davidson’s Obelisk Working Party (Chair and Vice Chair if required).</li> <li>e. Swarland Village Action (NM).</li> <li>f. Swarland Show (GA).</li> <li>g. Complaints Committee (Membership of Cttee to be decided depending on/if complaint received).</li> <li>h. Finance Group (Chairman, LC, DR).</li> <li>i. Percy Wood Country Park Liaison (CL) – To be Chair and Vice Chair if required. The Chair thanks Cllr Letts for her efforts.</li> <li>j. Swarland School Governors (CL).</li> <li>k. Neighbourhood Plan Steering Group (DF, DR, MW, RS).</li> <li>l. SNAC (Swarland and Newton Action on Climate Change) – This group is open to anyone to be Chair. It is not a PC appointment, therefore remove from the list.</li> </ul> <p>Apart from those groups indicated above, membership and representation to remain as in 2022.</p>	
<b>6.</b>	<b>Minutes of the Parish Council meeting held on 26<sup>th</sup> April 2023:</b> Agreed.	
<b>7.</b>	<b>To consider matters arising from the Parish Council meeting held on 26<sup>th</sup> April 2023:</b> <ul style="list-style-type: none"> <li>a. <u>Road Issues</u> – Results of speed monitoring and advice on traffic calming measures to be introduced (if any). – Cllr Whiteley has the new speed monitoring data. This is needed to decide if traffic calming measures are needed, and if so, what type.</li> <li>b. <u>Condition of Swarland Roads</u> – David Laux to be invited to a future meeting of the PC to help progress upgrade/repairs. Clerk to contact David Laux.</li> <li>c. <u>Request for installation of defibrillator in the Studley Drive/Low Wood area.</u> Cllrs Simpson and Whiteley have identified a suitable lamppost location, and obtained permission from a local resident to allow the defibrillator cabinet to be fixed to their perimeter wall. Clerk to contact Stephen Carey Trust about installation of new defibrillator, and NCC about taking off the power lead. One of the residents present said that the Trust will do first aid training for 10-15 people.</li> </ul>	<p style="text-align: right;">Cllr Whiteley</p> <p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk</p>



	<p>Climate team will also be there. Cllr Clark said there was lots of information on the SNAC website and she encouraged people to look at it. SNAC is looking to have a local network group meeting in September, and finally, there is a Medicinal Herb walk to take place on 28<sup>th</sup> May.</p> <p><b>c. Neighbourhood Plan Update</b> – Cllr Simpson said that our Parish has now been designated as a Neighbourhood Area for the purposes of Neighbourhood Planning. The NP group is looking for additional residents to join the group and are meeting with an additional three people tomorrow. The group will then need a second tranche of foot soldiers for work on the ground. They are looking at probable delivery of leaflets, holding public engagement events and having a table at Swarland Show. Cllr Francis asked about engagement with other organisations. Cllr Simpson said once the group has volunteers identified they will work on identifying people impacted upon in the Parish. Cllr Francis said Harrison leisure needs to be embraced also Whittle Colliery and other landowners.</p> <p><b>d. Switch to Digital telephones in 2025 and implications in case of power outages</b> (Cllr Rixon). For discussion and decision on action to be taken (if any). Clerk to contact NCC Emergency Planning as this is a wider issue, not just our Parish.</p> <p><b>e. Response to applicant in connection with Application 23/04101/FUL</b> – For discussion and decision. The Parish Council is waiting to hear back from NCC. A reminder has been sent. Once a reply has been received from NCC, the PC will provide a response or Cllr Francis will visit.</p> <p><b>f. Response to applicant in connection with Application 23/00824/FUL</b> – For discussion and decision. No further response to be made.</p> <p><b>g. Annual Governance and Accountability Return for 2022/23 – Appendix A</b></p> <ol style="list-style-type: none"> <li>I. To consider and agree and actions arising from the report of the internal auditor (if any, to be provided at the meeting). The Clerk went through the internal auditors report. Most of the recommendations relating to the PC have already been dealt with or will be addressed shortly. The auditor emphasised the requirement for all bank statements and other finance documents such as cheque books being supplied for the internal audit. Copy of the report to go to the VPC treasurer. It was agreed to make a payment of £60 to Mrs Foxton for her work with thanks.</li> <li>II. To approve the Annual Governance Statement (Appendix A). Cllr Francis read through the statement and this was agreed.</li> <li>III. To approve the draft annual accounts for 22/23. (Draft copy attached in Appendix B ) – Agreed.</li> <li>IV. To approve the Asset Register and Risk Assessment (Draft Copies attached in Appendix C and D). The asset register was agreed with the amendment that the location of the card readers needed to be changed to the VPC Treasurer. The projector needs to be added for 2024. Equipment purchased by SNAC needs to be added for 2024.</li> <li>V. To approve the Accounting Statement and Explanation of Variances (Draft copies attached in Appendix E and F). – Agreed.</li> <li>VI. To confirm the commencement date of the exercise of public rights (5.6.23-14.7.23) – Agreed</li> <li>VII. Exemption Certificate – Agreed that this can be signed.</li> </ol>	Clerk
9.	<p><b>Report by County Councillor and meetings attended by Councillors: Cemetery Committee</b> – This had been attended by Cllr Anderson. The</p>	

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	<p>Committee is buying a store for wheelie bin storage to improve the appearance of the area and two seats are to be replaced by the war memorial.  <u>Town &amp; Parish Council Liaison Working Group 25.5.23</u> – Cllr Francis attends this meeting and had circulated very useful notes giving an update on Local Services key projects and programmes 2022/23.</p>															
<p><b>10.</b></p>	<p><b>Finance:</b></p> <p>a. Clerk's salary for May 2023 - £410.55</p> <table border="0"> <tr> <td>    Payment to HM Revenues &amp; Customs PAYE</td> <td>=</td> <td>£82.20</td> </tr> <tr> <td>    Payment to Clerk = £410.55 plus expenses £39.04 - £79.00</td> <td>=</td> <td>£367.39</td> </tr> </table> <p>b. Other receipts and payments:</p> <p>i)Receipts: None.</p> <p>ii)Payments:</p> <table border="0"> <tr> <td>Cllr Liz Clark (From Covid Grant) for Coffee &amp; Chat sessions</td> <td>£142.05</td> </tr> <tr> <td>BhiB Insurance (For Vyner Park and for the PC)</td> <td>£1,274.94 tbc.</td> </tr> <tr> <td>Adelle Grimley (From SNAC funds) poster</td> <td>£50.00</td> </tr> <tr> <td>Netwise Uk – Domain name and website development (inc VAT)</td> <td>£952.80</td> </tr> </table> <p>c. Account balance as at 14<sup>th</sup> May 2023: £31,682.24</p> <p>d. Newton on the Moor Jubilee Hall – the hall committee had asked for £1000 of their grant now and the remaining £1000 later.</p> <p>All the above were agreed/Noted.</p>	Payment to HM Revenues & Customs PAYE	=	£82.20	Payment to Clerk = £410.55 plus expenses £39.04 - £79.00	=	£367.39	Cllr Liz Clark (From Covid Grant) for Coffee & Chat sessions	£142.05	BhiB Insurance (For Vyner Park and for the PC)	£1,274.94 tbc.	Adelle Grimley (From SNAC funds) poster	£50.00	Netwise Uk – Domain name and website development (inc VAT)	£952.80	
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<p><b>11.</b></p>	<p><b>Planning:</b></p> <p><b>a. Decisions made by NCC</b></p> <p><b>23/04101/FUL</b> – Bespoke Shepherd Hut and decking. Land Rear Of 9 Newton-on-the-Moor, Morpeth, Northumberland, NE65 9JY. The Parish Council objected to this application including relating to parking issues and not in keeping with the Conservation area. Application REFUSED.</p> <p>However a shepherds hut has been installed and this is being pursued by NCC Enforcement Ref: 23/00332/ENDEVT.</p> <p><b>21/04446/FUL</b> - 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. Application APPROVED 19.5.23.</p> <p><b>b. Applications pending decision by NCC</b></p> <p><b>20/02884/CCMEIA</b> - 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 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.</p>															

As at 14.5.23 decision still awaited.

**22/02326/FUL** – Construction of 5 No 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 14.5.23 decision still awaited.

**21/02696/S106A – Planning Inspectorate Ref: APP/P29835/Q/22/3309863**  
 Planning Appeal Notification – Hawkshaw, Old Swarland, Swarland, Morpeth, Northumberland, NE65 9HU. Variation of S106 Agreement relating to planning Permission A/2004/0323 dated 3<sup>rd</sup> February 2005. The PC had objected to this in 2021. No further comments have been submitted. As at 14.5.23 decision still awaited.

**23/00106/FUL** - Proposed two-storey extension to front and side of existing building and demolition of existing outbuilding. Currys Cottage, Old Swarland, Swarland, Northumberland NE65 9HU. The Parish Council did not object to this application but raised a concern about potential noise nuisance from the proposed air source heat pump. As at 14.5.23 decision still awaited.

**23/00824/FUL** – Proposed 5 bed new build house - Land South Of Bowling Green U3135 Swarland Village Loop Road, Swarland, Northumberland. The Parish Council objected to this application on a number of grounds including that the proposed building is too large for the site. As at 17.4.23 decision still awaited.

**23/00896/FUL** – Construction of detached car park/store. - 2 Old Park Road, Swarland, Northumberland, NE65 9HJ. The Parish Council had no objections. As at 14.5.23 decision still awaited.

This application has been agreed since the PC agenda was issued.

**23/00920/FUL** - Cobblestones, 15 Newton on the Moor, Morpeth, NE65 9JY – Proposed demolition of existing detached concrete panel garage and flat roofed porch and construction of single storey rear and side extension. The Parish Council did not object to an extension but did object to the proposed flat roof within a Conservation Area. As at 14.5.23 decision still awaited.

**23/00949/DISCON** | Discharge of conditions : 5 (golf ball mitigation), 6 (light mitigation), 7 (surface water), 8 (SuDS), 9 (drainage), 10 (culvert/crate system), 11 (floor levels), 17 (Phase1 desk top study), 20 (car parking), 23 (highways), 25 (surface water), 26 (construction method statement) and 28 (flood risk) pursuant to planning approval 17/00500/OUT | Land South West Of The Old Tweed Mill Springwood Swarland Northumberland. As at 14.5.23 decision still awaited.

**23/01344/FUL** - Proposed private dwelling - following outline application 20/01037/OUT dated 22.09.2022. Land South Of Bowling Green, Swarland, Northumberland. The Parish Council did not object to this application but referred to concerns raised by residents about drainage from the site.

**c. Planning matters for Parish Council to consider -**  
 None.

