

NEWTON ON THE MOOR & SWARLAND PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Jubilee Hall, NotM
Wednesday 22nd November 2023

1.	Public Question Time (Max 15 minutes in total): No members of the public.	
2.	Present: Cllrs D. Francis, Cllr D. Rixon, Cllr G. Anderson, Cllr N. Mansfield, R. Simpson, and Cllr M. Whiteley.	
3.	Apologies for absence: Cllrs K. Howard-Row, S. Woolfrey, and L. Clark.	
4.	Declarations of Interest in items on the agenda: None.	
5.	Minutes of the Parish Council meeting held 25th October 2023 – Following the meeting it was found the meeting had been inquorate ie a minimum of FOUR Parish Cllrs were needed to ensure decisions were valid. The Chairman, following consultation from all members has subsequently ratified the decisions, using his delegated powers. The minutes were agreed. It was agreed that the PC’s Standing Orders should be reviewed at the January PC meeting. as they state ‘The quorum for the Council will be one third of the total Councillor places but in any case not fewer than 3’. This is the legal requirement.	Clerk
6.	<p>To consider matters arising from the Parish Council meeting 25th October 2023;</p> <p>a. <u>Installation of defibrillator in Studley Drive/Low Wood area</u> – Information from NCC about arranging meeting to go to Cllr Whiteley.</p> <p>b. <u>Condition of Swarland estate roads</u> – Cllr Francis had spoken to Rob Murfin at NCC about 6 weeks previously. Mr Murfin was to arrange a meeting with Highways and Legal. This needs to be chased up.</p> <p>c. <u>Repairs to stone planter outside the School</u> – Cllr Whitely had spoken to the builder who was hoping to carry out the work needed by Christmas.</p> <p>d. <u>High fencing</u> – Cllr Whiteley is drafting a letter which can be used by the PC to remind building owners of the planning requirements about high fences. Planning permission is required for fences over 1m high beside highways. Draft letter to be circulated for comment.</p> <p>e. <u>Aluminium Can recycling</u> – Cllr Simpson had looked into this as a possible fundraiser. Scrap value is only about 1p/can so not worth pursuing because of the number needed and the cost of transporting to scrap merchants. Aluminium cans are picked out at NCC’s Sleekburn recycling plant for recycling.</p> <p>f. <u>Swarland School – Feasibility study by NCC</u> – Cllr Francis has suggested contacting the Headteacher of the School to see if she was aware of the proposal. She confirmed that she was aware of the request from Longframlington PC for a feasibility study but there was no implication that NCC would necessarily act on the study recommendations.</p> <p>g. <u>Christmas Trees for the Jubilee Hall, and The Square</u> – Cllr Simpson had spoken to Northumberland Christmas Trees who can provide and deliver the two suitably sized trees needed for £220.00. The Clerk mentioned that previously the PC had agreed the purchase by a local resident for storage containers for The Square tree decorations – these were shortly to be purchased.</p> <p>h. <u>NALC Star Awards 2023</u> – Cllr Francis said that voting had closed on 29th October and the winners were to be announced on 29th November. All four shortlisted Councils had been asked to produce an acceptance speech and Cllr Francis agreed to draft this on behalf of the PC.</p> <p>i. <u>Digital Changeover 2024</u> – Cllr Rixon raised his concern that people were getting panicky about the upcoming digital changeover which will affect telephones and televisions. He suggested getting enough copies of the leaflet</p>	<p>Clerk</p> <p>Cllr Francis</p> <p>Cllr Whiteley</p> <p>Cllr Francis</p>

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	<p>offered by NCC to go out in the Column (February). The Clerk had been in touch with iNorthumberland who had provided some additional information and asked for feedback from the PC to inform their county wide publicity in January 2024. Clerk to send this information to Cllrs for comment.</p>	<p align="center">Clerk</p>
<p>7.</p>	<p>Requested agenda items:</p> <p>a. <u>Vyner Park Update</u> (Cllr Woolfrey) – Cllr Simpson provided a brief update. It was a big disappointment that the Firework Night couldn't take place as planned, as well as a financial loss. It had been hoped that the Firework Night could be held before Christmas but due to lack of volunteers, that won't happen so the fireworks will be kept for 2024. The new play digger is being installed next week, and the 5 yearly Electricity Installation Condition Report (EICR inspection) had been carried out. There are likely to be some works needed as a result. The management committee have put together an annual plan of seasonal jobs which will help with ongoing site management.</p> <p>b. <u>Swarland and Newton on the Moor Action on Climate (SNAC) update.</u> (Cllr Clark). Cllr Francis passed on the update from Cllr Clark. SNAC is disappointed that when the bus service was put out to tender, there were no expressions of interest but NCC hopeful that a contractor will take it on to start in late January 2024. SNAC is working with the Northumberland Wildlife Trust to apply for funding for a wildflower survey, This will involve training local volunteers who will be able to do surveys in the future. Northumberland Rivers Trust recently gave a talk 'Ranting About Rivers'. This parish doesn't have any major rivers but the Hazon Burn is an important tributary of the Coquet, flowing through Whittle Colliery with a risk of contamination. Therefore, SNAC may do monitoring of water quality along the Hazon Burn. Finally, Cllr Clark and others are active in developing a North Northumberland network supporting community groups and individuals in sustainability, environmental and climate issues in North Northumberland. The network is called 'Northumberland Green Hub'.</p> <p>c. <u>Neighbourhood Plan</u> – Cllr Simpson said that the first information event had been held at NotM but had not been greatly attended. Next event is in SVH on Saturday 25th November. A housing needs meeting was held on 20th November, survey work will be done over 10 weeks in early 2024 to establish the housing situation in the Parish. Cllr Rixon said that residents who've lived in the Parish a while remember the old Parish Plan and ask why bother with an NP when the PP was ignored. Cllr Rixon said he was trying to get the message across that an NP has statutory planning weight.</p> <p>d. <u>Continued car parking problems in NotM</u> (Cllr Howard -Row) – For discussion and decision on action to be taken (if any). This was discussed at length. The main problem seems to be when the Jubilee Hall is in use, and parking is on both sides of the road. Can encourage people to park with care. Cllr Anderson said the JH Cttee is aware of the problem and has put up an advisory sign. Clerk to contact NCC to see if the white line opposite the JH can be extended.</p> <p>20:06 At this point Cllr Simpson apologised and left the meeting.</p> <p>e. <u>Parish Council vacancy</u> – This is in connection with the vacancy following the resignation of Carolyn Letts. An item was put in The Column in early October advertising the vacancy and the post has been officially advertised with a copy of the advert being sent to NCC. No requests for a by-election have been received, or any interest from residents in becoming a Cllr. Cllr Francis said that ideally, a female from Swarland would balance the PC and it would be particularly good if a younger person was interested in joining the PC. Cllrs to encourage people to apply.</p>	<p align="center">Clerk</p> <p align="center">All</p>

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	<p>f. <u>Advertisements attached to road signs</u> – before leaving the meeting Cllr Simpson said he'd advised NCC of the issue but they did not seem minded to take any action. Cllrs discussed the legal position and whether the advertisements were fly posting. The signs can be removed without permission. The Clerk brought to Cllrs attention a complaint she had received about trees being cut down at Percy Wood adjacent to Chesterwell. The Forestry Commission are keeping an eye on the felling, and told Cllr Simpson that PW have planning permission (old application) to do these works. Clerk to contact NCC to find relevant Planning permission and contact the Tree Officer.</p> <p>g. <u>NCC Northumberland Open Space Assessment</u> – Requested by 22nd December 2023. For discussion and decision on action to be taken (if any). It was agreed that Cllrs should have a look at the survey, and that a response is sent before 22nd December 2023.</p> <p>h. <u>Parish Council Precept Request 2024/25</u> – For discussion and decision. The Clerk had prepared some broad figures on the current financial situation of the Parish Council which has in excess of £22,000 in combined reserves/community fund. The precept in 23/24 was £22,000 a reduction on the previous year. Cllrs discussed the likelihood of Village Halls etc needed support for major works in the coming year such as new windows at SVH and a new lintel above the main JH window. Cllr were minded to agree that the precept for 24/25 be maintained at £22,000. Clerk to prepare detailed budget documents for email consideration by the PC Finance Group, and the decision to be made on the pc budget/precept at the next PC meeting on 24th January 2024 (deadline for precept submission 26.1.24).</p>	<p>Clerk</p> <p>All + Clerk</p> <p>Clerk + Finance Group</p>																						
<p>8.</p>	<p>Report by County Councillor and meetings attended by Councillors: None.</p>																							
<p>9.</p>	<p>Finance:</p> <p>a. Clerk's salary for November 2023 - £410.55</p> <table border="0"> <tr> <td>Payment to HM Revenues & Customs PAYE</td> <td>=</td> <td>£82.00</td> </tr> <tr> <td>Payment to Clerk = £410.55 + expenses £16.34 - £82.00</td> <td>=</td> <td>£344.69</td> </tr> </table> <p>b. Vyner Park Secretary salary December 2023 - £70.38</p> <table border="0"> <tr> <td>Payment to HM Revenues & Customs PAYE</td> <td>=</td> <td>£14.20</td> </tr> <tr> <td>Payment to Sec = £70.38 + expenses £50.98 – PAYE£14.20</td> <td>=</td> <td>£107.16</td> </tr> </table> <p>c. Other receipts: None.</p> <p>d. Other payments:</p> <table border="0"> <tr> <td>Cllr Rob Simpson (From Neighbourhood Plan group funds)</td> <td>£20.24</td> </tr> <tr> <td>NCC printing (from Neighbourhood Plan group funds)</td> <td>£60.00</td> </tr> <tr> <td>Donna Corbin (from Neighbourhood Plan group funds)</td> <td>£254.54</td> </tr> <tr> <td>Annual Grant to Swarland VH (£2400 + £68.40 VAT for heater)</td> <td>£2468.40</td> </tr> <tr> <td>Cllr Rob Simpson (Christmas Trees)</td> <td>£220.00</td> </tr> </table> <p>e. Account balance as at 15th November 2023: £35,659.44</p> <p>All the above were agreed/noted. Cllr Whiteley asked why the work of the VPC Secretary was paid for by the PC. Cllr Francis said it was because the PC is the sole Trustee of the Vyner Park Charity and the VP Committee is part of the sub structure of the Parish Council.</p>	Payment to HM Revenues & Customs PAYE	=	£82.00	Payment to Clerk = £410.55 + expenses £16.34 - £82.00	=	£344.69	Payment to HM Revenues & Customs PAYE	=	£14.20	Payment to Sec = £70.38 + expenses £50.98 – PAYE£14.20	=	£107.16	Cllr Rob Simpson (From Neighbourhood Plan group funds)	£20.24	NCC printing (from Neighbourhood Plan group funds)	£60.00	Donna Corbin (from Neighbourhood Plan group funds)	£254.54	Annual Grant to Swarland VH (£2400 + £68.40 VAT for heater)	£2468.40	Cllr Rob Simpson (Christmas Trees)	£220.00	
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10.	<p>Planning:</p> <p>a. Decisions made by NCC</p> <p>23/02476/FUL – Retrospective. Erection of Shepherd hut, decking, gravel seating area and planters for use by dwellers of 9 Newton on the Moor only. Land North of 9 Newton on the Moor, Morpeth, NE65 9JY. The Parish Council objected to this application mainly on the basis of the hut being unacceptably elevated and close to a neighbour’s boundary. As at 16.11.23 a decision is still awaited.</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 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 19.10.23 decision still awaited.</p> <p>21/04028/FUL – Planning Inspectorate Ref: PP/P2935/C/23/3322246 Planning Appeal Notification – Land To North Of Kiln Cottage Newton-On-The-Moor Northumberland. Appeal against an enforcement notice issued by NCC for the installation of hardcore. The PC had objected to the original retrospective application for hardstanding in November 2021. As at 16.11.23 decision still awaited.</p> <p>23/03421/FUL - Erection of 2no. self/custom build dwellings. Land South East of The Park, Old Park Road, Swarland. The Parish Council objected to this application for several reasons including that the proposed dwellings are outside the agreed settlement boundary. As at 16.11.23 decision still awaited.</p> <p>c. Planning matters for Parish Council to consider</p> <p>23/04089/VARYCO - Variation of conditions 2 (Samples of brick and roofing tiles), 3 (Boundary Treatment), 7 (Amended Plans) 9 (Surface Water) and 10 (Surface Water/Drainage) on approved application A/2007/0345. Land South of 2 Nelson Drive, nelson Drive, Swarland, NE65 9JR. Comments invited until 29th November 2023. Cllrs discussed whether this would include a high fence. Application to be checked.</p> <p>23/04015/FUL – Conversion of existing agricultural building to create a single dwelling with integral garage, installation of sewage treatment plant and improvements to access track. Land West of Laundry Cottages, Warkworth. Northumberland. Comments invited until 24th November 2023.</p> <p>23/01742/FUL - Planning Inspectorate Ref APP/P2935/W/23/3331553 Planning Appeal Notification. Proposed development of 1 No dwelling with associated access and amenity space. Land west of 20 Park Road, Swarland. NE65 9JD. Representations invited until 4th December 2023. Clerk to circulate original objection from the PC so that Cllrs can decide if anything further is needed or needs to be rewritten.</p>	<p>All</p> <p>All</p> <p>All + Clerk</p>
11.	<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. • 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 – Referred to the Forestry Commission. 7.1.22 Clerk to chase up. 	

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	<ul style="list-style-type: none"> • Request for new bench beside bus stop opposite The Square, Swarland, bench to be levelled. • 'To Newcastle' sign outside 4 NotM had been graffitied and subsequently removed by NCC – Reported to NCC. To be replaced. • Bench/planter outside the school still needs attention – As at 22.11.23 Builder is hoping to complete work by Christmas. • Repainting of road markings at bottom of hill by Cook and Barker, bottom of hill by Hudson's Croft and top of hill requested 3.8.23. Cllr Rixon said that as at 22nd November 2023, all works completed. 	
12.	<p>Correspondence:</p> <p>Request from resident for copy of letter from NCC committing to adopting Kenmore Road – information has been sent.</p> <p>NCC Rough Sleeping count 14th/15th November 2023 and online meeting 22.11.23.</p> <p>Resident submitted photos and video of the Public Sewer running through Vyner Park in connection with concerns about it overflowing – Clerk to refer this to Vyner Park Management Cttee and advise resident.</p>	Clerk
13.	<p>Requests for next agenda:</p> <ul style="list-style-type: none"> a. PC Budget and precept for 2024/25 b. Review of PC Standing orders particularly relating to quorums. 	
14.	<p>Urgent Items:</p>	
15.	<p>Dates of Next Meetings: No meeting in December, 24.1.24 SVH, 28.2.24 JH.</p>	

Meeting finished: 21.10