

Parish Council Meeting held on Monday 31 July 2017 at 6.00pm

Public Session

Several members of the public and a representative from CPRE were in attendance at 6pm, all of which were in regard to the planning application by Barratts for 125 houses on land north east of Hebron Avenue. Councillor Williams proposed that as this was on the agenda, the Parish Council would bring the item forward to the Public Session. Following the Planning Committee on 1 July, a paper was presented outlining the Parish Council comments to be submitted to NCC. This reinforced the concerns raised by residents on material matters such as density, traffic management and safety with focus on the contradictions to the now singular planning document – the Morpeth Neighbourhood Plan (MNP). Residents present reiterated their concerns on the number of houses, mining subsidence and the potential implications of flooding if necessary drainage was not in place, which had been commented by the Flood Authority. They were also not in agreement with the Parish Council comment suggesting a path linking the development to Dark Lane through Hebron Avenue. They considered this unsuitable due to the current poor standard of paving, overgrown foliage in that area and possible anti-social behaviour. The Parish Council had reflected on the MNP in this matter, as it states that any new development should have connectivity with the village and the suggested footpath link would allow this.

Questions were asked on next steps after the closure date for comments and the planning process was explained. The Clerks would advise when the Planning Officer report was published and of the date of the Strategic Planning Committee at which the application would be heard.

Minutes

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| Present | Councillor Paul Williams (Chair) Councillor Pauline Proud Councillor Mark Rochester Councillor Yvonne Mallon Councillor David Woodard Councillor Ian Dick Councillor Alan Sambrook County Councillor David Towns (in part) Clerk: Kevin Cassie Asst Parish Clerk: Susan Lonsdale |
| 18/076 | APOLOGIES FOR ABSENCE Councillor Willcox gave apologies for absence due to holiday and Councillor Oakley due to work commitments. |
| 18/077 | DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION Councillor Rochester declared an interest under item 18/084 due to family connection with relevant organisation. |
| 18/078 | POLICE REPORT Not in attendance and provided a written report which stated repeated |

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| | shoplifting at the Co-op but the perpetrator was now in custody. A case of attempted fraud via telephone and it was thought that an article in Parish Newsletter on bogus callers/scams would be of value. Theft from and damage to vehicles had occurred at 2 different locations. It was pleasing to note that there had been no incidents of anti-social behaviour. |
| 18/079 | MINUTES OF LAST MEETING The minutes of 26 June 2017 were approved as a true record. |
| 18/080 | PLANNING APPLICATION 17/02177/FUL Land North of Hebron Avenue, erection of 125 houses – the paper on proposed comments was discussed and those made in the public session reflected upon. It was resolved to submit the observations as per an amended statement adding the requirements within the MNP on both density and connectivity regarding development of this land space. It would be stressed that the MNP was the core planning policy document following the suspension of NCC Core Strategy Framework. |
| 18/081 | CLERK'S REPORT <ol style="list-style-type: none"> 1. Northumberland County Council Fire and Rescue Plan 2017-21 was available to view at the Parish Office. 2. It was noted that Tony Kirsop and Iain Hedley were the Parish Council points of contact within NCC Community Regeneration Team. 3. A change in management at the Co-op was noted, Sean White was now Area Manager and Eleanor the new shop manager. The Clerk would contact Sean white to open dialogue regarding continuing issues. Councillor Towns asked if the Clerk could co-ordinate a meeting as there were matters on car parking he wished to raise. 4. It was noted that the bus shelter along from Cookswell Garage had been vandalised during Fayre Day weekend and repairs completed. 5. The information update from Northumberland Fire and Rescue following events at Grenfell Towers was noted. 6. The monthly issues log was received and the Clerk advised of an update from the County Environmental Health Department on the issues raised regarding Sanders Plant Hire. They were currently acting upon 3 complaints by residents and asked that individuals contact them direct, and the Environmental Agency if any new concerns raised. |
| 18/082 | MEMBERS REPORTS <ol style="list-style-type: none"> 1. Chairman had attended the Planning Committee, Councillor's Surgery and Fayre Day. 2. Councillor Towns had met with the developers of the proposed 150 holiday lodges on land at Longhirst Golf Club and advised that they had submitted an appeal on their planning application. He had put forward 2 areas within Pegswood for repairs under the Local Pothole Fund; (1) Pegswood to Longhirst Road and (2) Charles/William/Edward and John Street. He would be meeting with Highways on 1 August at 6pm to review issues in these areas and invited any councillor to attend. Cllr Towns informed that solar |

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| | <p>panels would be installed at both Pegswood and West Hartford Fire station.</p> <ol style="list-style-type: none"> 3. Councillor Dick had attended Hebron Avenue meetings, Big Clean and Fayre Day. 4. Councillor Sambrook had represented the Parish at NALC County meeting. He had also attended SENRUG AGM, Fayre Day and “Peace in Our Time” meeting. 5. Councillor Rochester had attended the Planning committee, Big Clean and Fayre Day. 6. Councillor Mallon had attended the Planning Committee, Fayre Day and carried out inspections of JOAA. 7. Councillor Woodard had attended a NALC meeting and Fayre Day. <p>Councillor Towns left the meeting at 7.30pm</p> |
| <p>18/083</p> | <p>GOVERNANCE MONTHLY FINANCIAL STATEMENTS JUNE 2017</p> <ol style="list-style-type: none"> 1. It was resolved to confirm expenditure and note income in the Cash Books. 2. It was resolved to approve the bank reconciliation statements as at 30 June 2017. 3. It was resolved to approve budgetary control report and earmarked reserves report. 4. It was noted that internal checks for May had been carried out by Cllr Woodard with no issues raised. It was agreed that Councillor Dick would undertake the internal checks for June 2017. |
| <p>18/084</p> | <p>DONATION Pegswood with Bothal WI had requested a £100 donation towards their event for World Kindness Day on 13 November. Councillors were in support of the initiative but required further information to determine the donated amount. This information would be sought by the Clerk and the matter deferred to August meeting.</p> |
| <p>18/085</p> | <p>PARISH COUNCIL IT IMPROVEMENTS The Clerk presented a briefing note outlining an upgrade to the office IT system both in hardware and networking, incorporating dedicated emails for each Councillor. Quotes had been sought from 3 suppliers with a recommendation to accept the one offering best value with a capital cost of c £1,800 and annual fee of £830. It was resolved to approve the recommendation and instructed the Clerk to make arrangements at earliest opportunity.</p> |
| <p>18/086</p> | <p>DEATH OF A NATIONAL FIGURE PROTOCOL The briefing notes from a meeting with NCC and Northumberland Fire and Rescue regarding “Operation London Bridge” were considered. The Parish Council resolved that a ‘Mark of Respect’ would be held and a working group would discuss event options, inviting relevant stakeholders to contribute in producing a planning framework.</p> |

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| <p>18/087</p> | <p>PLANNING & TRANSPORT The minutes of the Planning Committee of 1 July 2017 were agreed.</p> |
| <p>18/088</p> | <p>PLANNING APPLICATION CONSULTATIONS It was noted that application 16/00067/OUT regarding the erection of 3 dwellings at the former Sanders Plant Hire had been granted.</p> |
| <p>18/089</p> | <p>PLANNING ENFORCEMENT ISSUES 17/00400/ADVENF regarding illegal advertising on Pegswood roundabout had been resolved with the offender removing the advert. They had also removed advertising placed at the junction of Longhirst Road and DeWalden but it was observed that other traders were still continuing to place 'A' frames in this area. This would be brought to the attention of the Enforcement Team to investigate.</p> <p>17/00657/BRCOND regarding fencing being too high at Ashleigh, Pegswood had been resolved with the developer reducing the height.</p> <p>It was noted Planning Enforcement were investigating comments raised by residents regarding the size and design of the dwelling being erected on Hebron Road. Outcome on 17/00691/NOAPLN would be reported back to the Council around 7 August.</p> |
| <p>18/090</p> | <p>NORTHUMBERLAND CORE STRATEGY The Clerk advised that this strategy document had been withdrawn from the examination process to re-assess economic growth predictions that influence housing need. Full details were available in the Parish Office. It was recognised that the emphasis for determining planning applications would now fall with the MNP.</p> |
| <p>18/091</p> | <p>LOCAL TRANSPORT PROGRAMME 2018-19 Councillors would consider the top three priority issues to be included in the programme and report back at the August meeting. It was noted that NCC had made no reference to the previous year's request and asked the Clerk to enquire as to action taken.</p> |
| <p>18/092</p> | <p>ENVIRONMENT BIG CLEAN DAYS The event held on 8 July had been a success with 4 skips filled at the two locations. It was noted the next one would be 30 September 2017 and agreed that it would take place in the vicinity of Hebron Avenue and Spencer Drive.</p> |
| <p>18/093</p> | <p>JULIET OAKLEY ACTIVITY AREA ANNUAL RoSPA INSPECTION The ratings of the Annual check were examined and noted an overall risk assessment of medium. There were a list of actions which were approved by the Parish Council and the Clerk would progress. Councillors asked that</p> |

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| | future risk reports include the scoring key and separate risk and hazard scores. |
| 18/094 | <p>COMMUNICATIONS POST FAYRE DAY NEWSLETTER SCHEDULE The following schedule was agreed: Copy by 7 August Editorial 14 August Print w/c 21 August Delivery w/c 28 August Content would include a message from the Chairman, photographs of the day and list of dog Show winners.</p> |
| 18/095 | <p>“PEACE IN OUR TIME” WEEKEND 2018 PWBWI had hosted a meeting with local organisations, and attended by Assistant Clerk, to initiate discussion on a commemoration weekend on 9-11 November 2018 marking 3 centenaries; (1) end of WW1, (2) Northumberland Federation WI and (3) Women’s Suffrage. Ideas were put forward and a further meeting arranged for 26 September.</p> |
| 18/096 | <p>COMMUNITY LIAISON GROUP It was agreed that the Assistant Clerk would co-ordinate a Community Liaison Group with the aim of producing a village activity diary, bring organisations together to pool resources and avoid duplication of events. Councillor Mallon offered to assist in facilitating.</p> |
| 18/097 | <p>FAYRE DAY Feedback on the day and following had been very positive with ideas for next year being brought forward. A meeting would be arranged with the Fayre Committee to officially review the event and help forge Fayre Day 2018. The Chairman and Councillors thanked the Assistant Clerk for the work in organising the event.</p> |
| 18/098 | <p>ASSISTANT CLERK’S TIME It was agreed to buy out 25 hours at a cost of c£300 and would review the annual hours at a future meeting.</p> |
| 18/099 | <p>URGENT BUSINESS STAFF APPRAISALS These would be arranged for September.</p> |
| 18/100 | <p>PLANT TUB WATERING It was agreed that a contingency plan would need to be determined and this would be considered by a working group.</p> |
| 18/101 | <p>FOOTPATH ISSUE It was reported that the footpath alongside Moorview Close/Butterwell Drive was overgrown with foliage obstructing pedestrians.</p> |
| 18/102 | <p>NEXT MEETING It was agreed that the next meeting be held on 21 August 2017 at 6.00pm.</p> |

Minutes Approved by: _____ **Date:** _____

Date: 03/07/2017 **Pegswood Parish Council R&P 2016/2017** Page: 115
 Time: 10:12 **Cashbook 3** User: KC
Petty Cash For Month No: 3

| Receipts for Month 3 | | Nominal Ledger Analysis | | | | | | |
|---------------------------------|---------------|-------------------------|-------------|-------------|-----|--------|--------------|--------------------|
| Receipt Ref | Name of Payer | £ Amnt Received | £ Debtors | £ VAT | A/c | Centre | £ Amount | Transaction Detail |
| Balance Brought Fwd : | | 12.41 | | | | | 12.41 | |
| | Banked: | 0.00 | | | | | | |
| | | | | | | | 0.00 | |
| Total Receipts for Month | | 0.00 | 0.00 | 0.00 | | | 0.00 | |
| Cashbook Totals | | <u>12.41</u> | <u>0.00</u> | <u>0.00</u> | | | <u>12.41</u> | |

Date: 03/07/2017 **Pegswood Parish Council R&P 2016/2017** Page: 139
 Time: 10:11 **Cashbook 1** User: KC
UNITY TRUST Current Account For Month No: 3

| Receipts for Month 3 | | Nominal Ledger Analysis | | | | | | |
|---------------------------------|-------------------------------|-------------------------|-------------|-------------|------|--------|-------------------|--------------------|
| Receipt Ref | Name of Payer | £ Amnt Received | £ Debtors | £ VAT | A/c | Centre | £ Amount | Transaction Detail |
| Balance Brought Fwd : | | 151,083.40 | | | | | 151,083.40 | |
| | INC 17/006 Banked: 12/06/2017 | 1,000.00 | | | | | | |
| | INC 17/006 Northumbrian Water | 1,000.00 | | | 1801 | 808 | 1,000.00 | Donation |
| Total Receipts for Month | | 1,000.00 | 0.00 | 0.00 | | | 1,000.00 | |
| Cashbook Totals | | <u>152,083.40</u> | <u>0.00</u> | <u>0.00</u> | | | <u>152,083.40</u> | |

Date: 03/07/2017

Pegswood Parish Council R&P 2016/2017

Page: 140

Time: 10:11

Cashbook 1

User: KC

UNITY TRUST Current Account

For Month No: 3

| Payments for Month 3 | | | Nominal Ledger Analysis | | | | | |
|---------------------------------|-------------------------------|-----------|-------------------------|-------------|--------------|------------|-------------------|-----------------------------|
| Date | Payee Name | Reference | £ Total Amnt | £ Creditors | £ VAT | A/c Centre | £ Amount | Transaction Detail |
| 12/06/2017 | Winn Electrical Services | 302091 | 430.00 | | | 4170 105 | 430.00 | Trunking and sockets |
| 12/06/2017 | Azure Charitable Enterprises | 302092 | 184.36 | | | 4420 108 | 184.36 | Bulletin May |
| 12/06/2017 | ABS Business Supplies | 302093 | 238.80 | | 39.80 | 4185 111 | 199.00 | Desk |
| 12/06/2017 | Network Rail | 302094 | 34.38 | | 5.73 | 4770 601 | 28.65 | wayleave |
| 13/06/2017 | Nest Pensions | DD | 214.06 | | | 4002 101 | 118.92 | may pensions |
| | | | | | | 4000 101 | 95.14 | may pensions |
| 20/06/2017 | British Telecom Ltd | DD | 50.54 | | 8.42 | 4440 108 | 42.12 | Business bill June-Aug |
| 20/06/2017 | Lloyds Bank | DD | 3.00 | | | 4550 111 | 3.00 | Card fee June |
| 20/06/2017 | Post Office | DD | 56.00 | | | 4455 108 | 56.00 | 100 x 2nd class stamps |
| 20/06/2017 | Bvg group | DD | 47.94 | | 8.00 | 4185 111 | 39.94 | sack barrow |
| 20/06/2017 | All Seasons | DD | 605.83 | | | 4702 205 | 375.00 | Grounds maintenance June |
| | | | | | | 4702 201 | 230.83 | Grounds maintenance June |
| 20/06/2017 | Groundwork North East | DD | 359.42 | | | 4100 105 | 164.04 | Rent/Service/Hire June |
| | | | | | | 4170 105 | 180.38 | Rent/Service/Hire June |
| | | | | | | 4190 105 | 15.00 | Rent/Service/Hire June |
| 20/06/2017 | Watbus | 302095 | 100.00 | | | 4189 503 | 100.00 | transportation on fayre day |
| 20/06/2017 | Azure Charitable Enterprises | 302096 | 978.25 | | | 4420 108 | 978.25 | Summer newsletter |
| 20/06/2017 | Pegswood Community Hub | 302097 | 30.00 | | | 4190 105 | 30.00 | Room hire 8 May |
| 20/06/2017 | Pegswood Community Hub | 302097 | 22.50 | | | 4190 105 | 22.50 | Room hire 27 May |
| 20/06/2017 | Northumberland County Council | DD | 2,438.08 | | 2.05 | 4000 101 | 2,283.25 | may payroll |
| | | | | | | 4001 101 | 140.53 | may payroll |
| | | | | | | 4702 101 | 10.25 | may payroll |
| 03/07/2017 | Playsafety Ltd | 302098 | 138.60 | | 23.10 | 4704 205 | 115.50 | Safety inspection 2017 |
| 03/07/2017 | Mrs S Anderson | 302099 | 26.00 | | | 4150 105 | 26.00 | Office cleaning June |
| Total Payments for Month | | | 5,955.76 | 0.00 | 87.10 | | 5,868.66 | |
| Balance Carried Fwd | | | 146,127.64 | | | | | |
| Cashbook Totals | | | 152,083.40 | 0.00 | 87.10 | | 151,996.30 | |