

Minutes for the Meeting of Embleton Parish Council

Monday 23rd October 2017 at 7.00pm

Creighton Hall, Embleton

Chairman: Terry Howells

Present: Monica Cornall, Adam Moody, Vickie Fyffe, Ray Imeson, David Cooper, Andrew Chillingsworth

Clerk: Melissa Gilroy

Absent: Georgina Armstrong

539. Declaration of interests.

Cllr Moody – Agenda point 557. Village bonfire organiser.

540. Apologies: Richard Manners, Raymond Carss, County Councillor Wendy Pattison (Northumberland County Council (NCC))

541. Confirmation of minutes of last meeting

The Minutes of the 25th September 2017 were agreed as a true record.

542. Co-opting Councillors to represent Christon Bank. Cllr Chillingsworth has been co-opted to the Parish Council (PC) as the second representative for Christon Bank. Cllr Chillingsworth signed an Acceptance of Office form.

543. Matters arising from minutes of last meeting

- **Christon Bank Stone Planters.** The Chairman received a quote of £1600 from the building company AS Construction. Chairman contacted to negotiate on the price, however no response was received. Cllr Cooper received a quote from G Mallaburn for £1200 per planter, G Mallaburn has the 5m public liability insurance required. The Councillors all agreed to accept the quote and progress with the work under the terms and conditions of NCC. Cllr Cooper to send the quote and Insurance certificate to the Clerk.
- **Village Green Cherry Tree.** Cllr Carss organised the purchase and planting of a new Cherry Tree on the village green.
- **Lamp post bins / notices replacement.** During the installation of the new LED street lamps the litter bin opposite the playpark was removed and left lying on the pavement, the bin later disappeared. County Cllr Pattinson followed this up with NCC, Bob Hodgson, Area Manager (North), offered to supply and fit a free-standing bin without charge. Councillors agreed to position this on the pavement outside of Jubilee House. Chairman to discuss with the owners of Jubilee House.
- **Litter notices for school fence**
The Councillors agreed to place 'no littering' signs on the school fence at the previous PC meeting. Head Teacher Nicola Threlfall has approved the chosen design, Clerk to action the purchase and instalment of the signs.
- **Dog fouling on football / cricket pitch.** An article has been placed in the Whinstone Times advising residents and visitors that a dog ban will need to be put in place on the playing field if the issue persists.

- **Housing Letter.** Following the last meeting, the Chairman sent a letter to NCC highlighting the importance of supporting local individuals and families currently established within the village when allocating affordable housing.
- 544. County Councillor's Report.** County Cllr Pattison provided a report that was circulated to Councillors alongside the meeting summons and agenda. The full report is available upon request. In summary:
- **Sea Lane.** It has been reported that one of the green bins at the bottom of Sea Lane has no lid. Chairman to investigate. County Cllr Pattinson has also requested that the hedges at the top end of the footpath are cut back and has reported the potholes in the passing places and at the top of the hill leaving Embleton heading towards Spitalford cemetery.
 - **Missing Litter / Dog Bin.** See agenda point 543
 - **Friends of Spitalford Cemetery.** If a Friends of Spitalford group is set up to assist in maintaining the cemetery grounds, grants are available from the Heritage Lottery Fund (Parks for People Fund) which helps to conserve the heritage that makes both historic parks and cemeteries special. This grant gives local people a say in how cemeteries are managed in the future and improve people's wellbeing and knowledge of their area. <https://www.hlf.org.uk/looking-funding/our-grant-programmes/parks>
 - **Whinston View Frontage.** Neighbourhood Services (NCC) have visited on a couple of occasions and they are proposing, as the shrubs have apparently started to take and grow, to flay the remaining ground to remove the unwanted vegetation and then prepare the ground for grass seed. Housing Manager, Mr Philip Soderquest is proposing to progress this through Housing, including associated costs.
 - **Post 16 Home to School Transport.** County Cllr Pattinson is a member of the Committee discussing Post 16 Home to School Transport and will report back to the Parish Council once a final decision has been made. Councillors discussed this at the meeting and agreed that it was important issue to support, Chairman to feedback to County Cllr Pattinson.
 - **Construction and building sites.** These can cause problems to local residents. County Cllr Pattinson outlined the regulations:
 - Permitted hours** of work will normally be, Monday to Friday - 0800 - 18.00, Saturday 0800 – 1300, Sundays & Bank Holidays - No Working. If a company wishes to work outside of these hours (on a Construction Site) they will normally be required to submit an application for prior consent.
 - NOISE.** Noise from construction sites is controlled by the Control of Pollution Act (COPA) 1974. Construction companies and contractors are required to take all reasonable steps to control noise and to demonstrate that they are applying 'Best Practicable Means'.
 - DUST.** Dust from construction sites is controlled by the Environmental Protection Act (EPA) and can often be minimised by carefully siting transport routes, providing hard-surfaced roadways, imposing speed limits on site, damping stockpiles of materials and roadways with water, keeping roadways clear and adjusting working methods. It is important to note that the environmental legislation controlling dust is for the protection of human health and the environment in general. If dust only affects your property or possessions, Environmental Health will not be able to help.
 - BURNING.** It is an offence to burn anything on an industrial or trade premises which is likely to cause dark smoke. In addition, nuisance legislation applies where a nuisance is defined as something which unreasonably interferes with someone else's enjoyment of their home or garden. If a nuisance does exist an Abatement Notice on the person responsible can be served, requiring that the nuisance is stopped. The Environment Agency also have powers to deal with the burning of waste on trade premises. Under Part II of the Environmental Protection Act 1990, you have a duty of care concerning the disposal of trade waste. This Act states that a person shall not dispose of controlled waste in a manner likely to cause pollution of the environment or harm to human health. Exemptions from the Environment Agency powers relate to the burning of wood, bark and plant material at the site of production provided fires do not

cause persistent problems to neighbours. These fires still have to be registered with the Environment Agency and it is an offence not to do so. Action can still be taken by the Council under the Clean Air Act or Nuisance legislation.

NCC Officers to contact if any concerns are Liz.OBrien@northumberland.gov.uk, or rosemary.ayre@northumberland.gov.uk

- **A1 Dualling.** Highways England have announced the route(s) they have chosen, enabling the project to move on to the planning phase, and the works to remain on schedule. They have declared that their Green route option will be the preferred route between Morpeth and Felton, and the Orange route option will be the preferred route between Alnwick and Ellingham. The next step is for Highways England to complete the design, survey and environmental impact work ahead of submitting their application for a Development Consent Order to the Planning Inspectorate in 2018.
- 545. Annual Review of Risk Analysis, Standing Orders & Asset Register.** These documents were circulated to Councillors prior to the meeting. Councillors all agreed the documents for 2017-18. Proposer: Cllr Moody, Seconder: Cllr Cooper. Next review to take place in October 2018.
- 546. Approval / Acceptance of the Audit Conclusion Notice.** All Councillors approved and accepted the PC BDO audit conclusion for 2016-17. Proposer: Cllr Moody, Seconder: Cllr Cooper.
- 547. Finance Review – 6-month Review & Precept for 2018-19.** These documents were circulated to Councillors prior to the meeting. Councillors discussed and agreed to add an additional £1k into the PC Precept for 2018-19 to account for the additional houses in Creighton Place. Clerk to amend the Precept document and re-circulate for approval at the November PC meeting. Councillors all agreed the 6-month financial review of accounts.
- 548. PC Policy Checklist.** Circulated by NALC and reviewed by the Chairman. No further policy documents are required, the absent grant awarding policy and internal audit control are both covered within other agreed policies held by the PC.
- 549. Road through Christon Bank following the BT Open Reach work.** Cllr Cooper reported the condition of the B6347 through Christon Bank to BT and NCC following the BT Open Reach work at the beginning of October. The contractor has temporarily repaired the road and have 6 months under the New Roads and Street works Act 1991 to make them permanent.
- 550. Neighbourhood Plan.** The Chairman provided an update of the Neighbourhood Plan (NP) working party group. The recent drop in event was well attended and a number of the issues raised by residents were PC issues not NP issues, the Chairman will feedback the list at the next PC meeting. The grant to cover cost of the NP has now been paid to the PC therefore the PC are able to re-claim the costs incurred to date. It is anticipated that the NP should take 12-15 months to complete. The next consultant meeting is scheduled for 1st November.
- 551. Creighton Place Development.**
- **Planter Repositioning.** The Chairman met with Cussins and representatives of NCC and agreed to leave the north bound planter opposite Creighton Place on the current site.
 - **Footpaths.** Work is underway to connect Whinstone View to Creighton Place. The PC have received feedback about excessive lighting at the bungalows of Whinstone view. Contrasting feedback was received several months ago about insufficient lighting. Clerk to request a street lighting map from NCC.
 - **Sunday working on site.** Resident reports made to the PC regarding Sunday working on site (1st October) were confirmed as tradesmen employed by residents rather than Cussins or their associated subcontractors. No further actions can be taken.

552. Quarry Development & Demolition of Quarry House.

- The Community Asset Transfer (CAT) of the Quarry site has been completed with transfer documents signed by the Chairman & Vice Chairman. The grant for maintaining the Quarry site is to be transferred to the PC Account. A meeting to form a working party to be set up by the Chairman to discuss and agree the management of the site going forward. The creation of committee following the initial meeting is to include a member of the Northumberland Wildlife Trust as well as other parish residents.
- Quarry house is due to be demolished by NCC to make the site safe, the Chairman has requested the stone for future PC projects. Cllr Cooper and Cllr Imeson have agreed to stake out the Quarry site boundary according to the formal plan before work to Quarry House begins. Chairman to send over the plan.

553. Condition of bank between B1339 and Whinstone View. See agenda point 544.

554. Meeting Reports. None to report.

555. Forthcoming Meetings. Community Action North (CAN) AGM. 1st November. 1pm - 4pm, Stannington Village Hall. PC will not be represented.

556. Embleton Joint Burial Committee (EJBC).

The Chairman updated Councillors on the EJBC. In summary, further complaints have been received about the grass cutting of the cemetery with the cuttings covering gravestones. The maintenance of the site is due to go under tender due to the sad death of the contractor in October. Cllr Fyffe suggested that other forms of advertising are considered to ensure that the tender advert had a wider circulation. Chairman to feedback to the Secretary of the EJBC. A grant application has been submitted to renovate / convert Cemetery House to affordable long term rented accommodation.

557. Village Bonfire. Cllr Moody reported that several people have already began leaving items for the bonfire in the field without instruction or permission. Cllr Imeson reported that a truck recently entered the field and damaged the playpark gate, this has since been replaced. Cllr Moody has placed some notices on the gate to prevent further unwanted items being left. Councillors all agreed that the PC should contribute towards the bonfire, amount to be agreed at the November meeting.

558. Bus Times / Baby Clinic – Bondgate Surgery. It has been reported that several families from Embleton have been unable to attend the Bondgate baby clinic since it has been moved to a Thursday due to the bus timetable. Christine Hunter has approached the PC to request that a letter is sent to Bondgate Surgery to see if they are able to hold a satellite clinic once a month or to hold sessions at the Trinity Tots baby group. The wider issue of lacking GP services within Embleton was also discussed. Chairman to write a letter to Bondgate Surgery and request that a representative attends a PC meeting to discuss the relocation of services and the baby clinic.

559. E mails Received / Correspondence

NCC partnership for bus information between Northumberland Parish / Town Councils. No comments to add.

560. Playpark Insurance. The playpark insurance for 2017-18 was renewed on 18th October. Vice Chairman Armstrong received a quote from Zurich and this was circulated and agreed by all Councillors before a cheque for £1078.16 was issued. Proposer: Cllr Fyffe, Seconder: Cllr Cornall.

561. Financial Matters.

- Account Balance £24,288.84 31/09/2017
- Spent & Received since 25/09/17
 - Clerk Wages & Expenses -£327.46 (July 17)
 - Clerk Wages & Expenses -£190.30 (August 17)
 - Christon Bank Methodist Church -£10.00
 - Parish Rooms Payment (Nov-July17) -£70.00
 - Mark Nelson -£160.00
 - NCC Precept Payment +£7650.00
 - Playpark Insurance -£1078.16
 - NCC – Quarry CAT Payment -£1118.62
- Cheques required
 - Clerk Wages & Expenses -£189.40 (September 17)
 - Creighton Memorial Hall -£13.75
 - Neighbourhood Plan Fliers – Azure -£54.00
 - BDO Annual Audit Fee -£276.00
 - Cllr Carss – Cherry Tree -£34.00

562. Planning Matters.

- 17/02146/FUL. Demolition of existing flat roof garage and construction of two storey self contained annexe for holiday let/ancillary use (as amended). 4 The Villas Embleton NE66 3XG.
NO COMMENT.
- 17/03713/FUL. Small shed to house freezer unit. 1 Chapel View Station Cottages Christon Bank Alnwick Northumberland NE66 3EX
NO COMMENT
- Durham University have been completing an archaeological dig to the field west of Station Road as part of a pre-planning survey. No planning applications for the site have been reported to the PC.

563. Agenda Items for Next Meeting.

- NP drop in meeting - resident issues for the PC
- Christon Bank notice board
- Creighton Hall funding request
- Quakers Row property boundaries

564. Time, Date and Venue of next meeting

Proposed that the meeting should be held on Monday 27th November 2017 at 7:00pm in Methodist Church Meeting Room, Christon Bank