

Minutes of the meeting of Hexhamshire Parish Council held on Thursday 11<sup>th</sup> April 2019 at 7.30 pm in the Malcolm Caisley Meeting Rooms, Whitley Chapel Parish Hall.

- 4.1 Apologies for Absence: Alison Tweddle, Edward Parker, Alastair Stevens, Austin Iliffe,  
Councillors present: Marge Rastall (Chair), Nicola Matthews, Hilary Kristensen, Gill Whatmough, Greg Finch, Davy Short, Colin Horncastle (County Councillor).
- 4.2 Minutes of the previous meeting of the Parish Council held on Thursday 14<sup>th</sup> March 2019:  
It was agreed the minutes were a true record of the meeting.
- 4.3 Declarations of interest:  
None
- 4.4 Matters Arising:
- 11.1. Neighbourhood Plan from Allendale Parish is still to be reviewed.
- 4.14.2 Lilswood Caravan Park – the lights are off for the majority of the time at present. The previous agent for the owners died and the new agent is slowly addressing issues and is revising the proposal and has had a site meeting. NCC and the AONB both have concerns regarding the lights, the caretaker caravan and the number of units on site and all of these issues are being addressed. At present, no timetable for submission of revised application.
- 12.14.2 Rushwood – Still Ongoing – CH has not taken this issue up with Jo Turner but he will address this.
- 1.14.2 The white lines are to be painted on the parking spaces up from the Village Hall – still waiting to be completed.
- 2.6.1 The request from Shield Green Nursey to create a passing place on the Dipton Mill road is still ongoing – CH to ask highways department. see planning 4.9.1
- 3.13.6 Chairman has meet with Andrew Nixon regarding the Tennis Courts and awaiting a quote.
- 3.9.3 This is National Policy and Parish Councils will not see any AGO's.
- 4.5 Public Participation  
No members of the public present.
- 4.6 Correspondence
- 4.7 Financial Report
- 4.7.1 The summary accounts had been forwarded to everyone:-
  - Treasurer's Account - £7359.81
  - Sports field/Savings Account - £10,148.62
  - Wetlands Account - £380.99
  - Dukesfield Account - £12,557.19
- 4.7.2 The Clerk attend NALC AGAR training to assist with the new Financial Year End Regulations, this proved to be a very worthwhile course.
- 4.7.3 Expenses for Gaynor to attend NALC AGAR training were approved mileage £32.40 course see £10

- 4.7.4 Colin Horncastle asked if the Parish had their own Laptop? Which they do not and all other Parish councils do, apparently the previous Clerk had no need. It is best practice for the Parish that everything is held on one laptop that can be handed to a new clerk, if the need arose, and Clerks should not use their personal PC equipment. MR requested that GS look into suitable laptop, printer and software.
- 4.7.5 Most Parish Councils allocate a set amount every month to the Clerk for expenses, not claiming when items purchased are bought, this is to be reviewed.
- 4.7.6 The number of hours that the Clerk is working is well beyond the allocated hours of payment (6 - 8 per month) a spreadsheet to show the 18 hours worked in March / April was shown to the group, again most other clerks from similar size Parishes get allocated a larger monthly allowance of hours. Hours to be collated and reviewed annually.

#### 4.8 Matters for Discussion with the Unitary Councillor

- 4.8.1 The new Director of Planning Rob Murfin has been in position for 1 month and has already made a great impact on the department.

#### 4.9 Planning Application

- 4.9.1 Windy Hill – the application has reviewed by the Councillors; The Councillors and local residents are concerned about type of materials that have been used for the ground manipulation and creation of the hard standing.

They would like to know if the Environment Agency has been involved?  
Were they granted a tipping licence for the amount of material dropped?  
The Councillors feel that they cannot comment on the application as it is premature and their concerns regard the original waste material.

The Councillors would also like to insist on the passing place just up from the Dipton Mill to help with traffic flow on this very narrow road?  
The road has been badly damaged by large wagons and CH said to notify the Highways Dept about the state of the road and that this is not relevant to the application.

- 4.9.2 Hamburn Hall – No Objections

- 4.9.3 1 Agricultural Cottages, High Juniper - The Enforcement Team is happy to accept the opaque film on the windows instead of the frosted glass as stated in the planning application.

#### 4.10 Broadband

- 4.10.1 Work has started on installations around Viewley. 7 have been completed with 25 enquiries still outstanding.
- 4.10.2 The relay station at The Folly will cost £1000, Paul would like to complete straight forward installations first. He then expects to move onto both the area beyond the Folly and to Dotland Feed-back from those connected has been good. Pleased to report Marge is connected too! I asked John Cooper for promotional support for the broadband service and suggested he may wish to use our example as a case study. He has yet to respond.

#### Highways and Footpaths

- 4.11.1 Snow Poles in the vicinity of Kings Law (U8063) still not installed nor road pot holes repaired. AI emailed NCC and received assurances from Andrew Olive that new poles will be erected at Kingslaw. They are on order.

- 4.11.2 Annual pothole survey plans being prepared. AI will digitise and submit to Andrew Olive.
- 4.11.3 Requested removal of fallen tree on road up to Houtley.
- 4.11.4 Requested un-blocking of gully where flooding occurs between Ordley and top of Toms Hill
- 4.11.5 Quotes were received for a dog waste bin at Red Lead Mill road end – out of the 6 options available, the Councillors agreed to go for a new bin that the Parish will pay someone locally to erected and the cost will be £174 plus the installation.

4.12 BOATs

- 4.12.1 On going

4.13 Reports

Wetlands:

- 4.13.1 Juliet Rogers has 2 ponies on the site.
- 4.13.2 The new wooden gate has been delivered and DS to action.

Hall

- 4.13.1 Investigated Second-hand toilet cubicles from the caravan site at Causey Hill. The owner has decided not to sell.
- 4.13.2 Awaiting prices for complete refurbishment of the toilets and painting both the inside and outside of the hall.
- 4.13.3 Date set for Christmas Fair
- 4.13.4 Received cheque from the Leek Club for up-grading stage lighting.
- 4.13.5 At Hall AGM Dan Nixon was appointed as a Community Trustee.

School

Sportsfield/Play Area

- 4.13.5 Tennis Courts still ongoing, AS has met with Andrew Nixon.
- 4.13.8 Small slide in the play area, which has been previously agreed, is still on going as we need assistance to purchase a suitable slide.

Dukesfield Smelting Arches

4.14 Any Other Business

- 4.14.1 Litter Picking day Saturday 13<sup>th</sup> April. Meeting at Whitley Chapel at 10.30am. NCC will provide gloves, bags etc.
- 4.14.2 Number of Meetings that Hexhamshire Parish Holds should be considered, as most other similar parishes do not meet 12 times per year, all have August off and some December too.
- 4.14.3 The Parish Council would like to acknowledge the sad death of a long supporter of the community Thomas Lee from Hackford.

As there was no further business the meeting was declared closed at 8.55pm