

**Minutes of ordinary meeting of Warden Parish Council held on Monday 6<sup>th</sup> March 2023 commencing at 7pm in Newbrough Town Hall**

**Those Present:** Cllrs S Robson (Chairman), Cllr SJ Heminsley, Cllr D Bowman, Cllr J Martin, Cllr G Charlton, Cllr D Liddle, County Cllr N Morphet, three members of the public

**2023/18 Apologies for Absence**

Cllrs L Kay, WJ Foot, C Miller (Clerk)

**2023/19 Declaration of Members Interests**

Cllr G Charlton declared an interest in allotments. Cllr's S Robson and SJ Heminsley declared an interest in the Railway Inn.

**2023/20 Opportunity for members of the public to raise any matter**

Members of the public raised the following matters: Unacceptable state of Mossy due to potholes and drainage problems, which could be addressed through future Local Transport Plan requests. Offer to assist with social media if required. To explore the provision of a defibrillator in Fourstones, which may require grant funding; Dog fouling signs.

**ACTION: County Cllr to obtain Dog Fouling signage; Parish Council to explore possibility of procuring defibrillator in Fourstones**

**2023/21 Minutes of previous meeting held on Monday 9<sup>th</sup> January 2023**

It was resolved that the minutes of the previous meeting held on Monday 9<sup>th</sup> January 2023 be accepted as a true record.

**2023/22 Allotments**

**2023/22/01 To receive update on pump for well.**

Pump installation outstanding. **ACTION: Cllr Liddle to install before Easter.**

**2023/22/02 To approve request for greenhouse, Plot No 2**

It was resolved to approve the request for a greenhouse.

**2023/23 Litter pick**

It was resolved the next litter pick would be held on 16/4/23 commencing 10am at The Beacon. **ACTION: Clerk to arrange loan of litter picking equipment via County Council.**

**2023/24 Roads/footpaths/village maintenance**

County Cllr and Active Travel Tynedale had carried out a **Footway Accessibility Audit** in Fourstones, which indicated a number of footways which are highly uneven, a number far too narrow, and locations where dropped curbs are required. Improvements would need to be requested via the County Council Local Transport Plan. The County Council are to dig up the road to investigate the sunken patches at Fourstones crossroads. If they prove that Northumbrian Water is at fault they will have to rectify at no cost to the County Council.

**2023/24/01 Progress regarding the reduction in speeding traffic through the villages**

The Hardhaugh petition requesting a reduction in the speed limit from level crossing to paper mill is to be heard at County Council Committee next week, with Cllr S Robson and County Cllr to attend. Speed surveys had been conducted at East Fourstones and on the main road through Fourstones, however no significant problems had been proven.

**2023/24/02 Footpath clearance works/hedgerow obstructions**

Riverside walk from Fourstones to Papermill problematic. **ACTION: Cllr SJ Heminsley to contact T Fish, County Council, regarding broken stile.**

**2023/24/03 To receive update on proposed village signage/planters**

Signage and planters to be erected within the next two weeks.

**2023/24/04 To receive update on recycled seating at Crossgates – to approve quotation for concrete base**  
Decision on whether to use spiked or concrete base to be made when quotation for concrete base received.  
**ACTION: D Bowman to request quote for concrete base.**

**2023/24/05 To receive update on Dog Fouling Warning signage at Crossgates**  
Dog Fouling signage to be placed in due course. **ACTION: D Liddle to source signage.**

**2023/24/06 To receive update on play area repairs**  
Loose stones evident at play area. **ACTION: Cllr J Martin to repair where necessary.**

**2023/25 Planning**

**2023/25/01 Planning Applications received**

- 23/00331/FUL: Wyvern, Butt Bank, Fourstones – demolition of existing dwelling and construction of a new dwelling – no objections.
- 23/00446/LBC: Martlet, Fourstones – Listed Building Consent for replacement of existing UPVC windows with hardwood windows in a white, painted finish – no objections.

**2023/25/02 To consider issues relating to Prudham Quarry Planning Proposals**

The applicant's comments on the Highways Agreement are still with County Council legal team, therefore a decision notice cannot be issued and quarrying unable to commence.

**2023/26 Reports**

**2023/26/01 Town Hall**

Nothing to report.

**2023/26/02 Northumberland County Council**

No further complaints had been received regarding burning of rubbish at the lime works. A Tree Management Policy is to be returned to the Scrutiny Committee June 2023, followed by a broader Trees and Woodland Strategy at a later date. Warden Parish Council is to be invited to join Hexham Town Council at the next meeting of Tyne Valley Parish Council Active Travel Route group. Helen Hinds, Civil Contingencies Lead at the County Council has advised there will always be a small risk of someone making a claim against the Parish Council if they believe they have suffered as a result of its actions, during Crises Management, but adopting an emergency plan and keeping a record of actions taken and decisions made during an emergency will help to mitigate the Parish Council's liability. There is also the Social Action, Responsibility and Heroism Act (2015) that states when a court considers a claim of negligence it must consider whether the defendant was acting responsibly, heroically or for the benefit of society and therefore could provide Parish Cllr's some protection. When an Emergency Rest Centre is opened the County Council will accept public liability but they won't if a Parish Council or Community Group decide to open a Community Response Hub. A simple Risk Assessment needs to be completed when a CRH is opened, but it is not yet clear who would be responsible for doing that. Northumberland Communities Together have launched a microgrant which community groups can access for community resilience improvements, as well as other projects of community benefit. Northumberland Communities Together have also launched a Community Response Grant to support the development of local emergency responses through the provision of equipment and physical infrastructure. Community Response Hubs and Parish Council's can both apply.

**2023/26/03 Sportsfield Association**

Cllr Foot had obtained a quotation for repair to metal fence which had been received at £800. Cllr Foot to submit Section 106 grant application for resurfacing of MUGA to County Council.

**2023/27 Financial Matters**

**2023/27/01 Payments to be authorised:**

- C Miller – January, February salary - £441.99
- YoungsRPS – annual rent of allotment land - £200

- DH Charlton - £50 – seat repair
- B Gustard - £50 – seat repair

It was resolved to approve the payments.

**2023/27/02 To consider grant of £400 towards repair to MUGA steel fencing**

It was resolved to approve grant of £400 towards repair to MUGA steel fencing. Newbrough Parish Council had agreed to also contribute £400.

**2023/27/03 To receive update on HSBC on-line banking access for all signatories**

Cllr's S Robson and SJ Heminsley had been authorised for on-line banking. **ACTION: Clerk to forward bank readers to Cllr's S Robson and SJ Heminsley.**

**2023/28 The Railway Inn**

Nothing to report.

**2023/29 To receive update from Climate Change Group**

**2023/29/01 To consider free government EV chargepoints**

EV Chargepoints to be raised at next Climate Change Group meeting.

**2023/30 To consider Crises Management in the parish**

Crises Management Plan to be formulated prior to public meeting which would be held to consider the plan. **ACTION: Cllr S Robson to create plan which would be forwarded to County Council Legal Department for comment.**

**2023/31 To consider King Charles Coronation May 2023**

The total cost for commemoration mugs would be £873.60, to be split between Warden and Newbrough Parish Council's. Coronation event to be held at Beacon 6/5/23 commencing 8pm, music to be sourced using Town Hall equipment, all to bring their own refreshments. **ACTION: Cllrs to meet 7pm, with Beacon to be lit 8pm. Cllr G Charlton to obtain quotes for one Portaloo.**

**2023/32 Review of Asset Register and Risk Assessment**

It was resolved the Asset Register was a true record, with the addition of stone signage at £1200. New seat to be added once in place. **ACTION: Clerk to amend Asset Register.** It was resolved the Risk Assessment was sufficient for the present needs of the Council.

**2023/33 Review of Internal Controls**

It was resolved the internal controls were sufficient for the present needs of the Council.

**2023/34 Review of Internal Auditor**

It was resolved to re-engage Mr D Metcalf as internal auditor y/e 31.3.23.

**2023/35 Review of Insurance Policy**

It was resolved the current values of street furniture £36,000; employers' liability £10m; public liability £2.5m; fidelity £150K; libel and slander £250K and officials indemnity £500K was sufficient.

**2023/36 To receive items for next meeting**

Angela Watts of Northumberland Communities Together to attend next Parish Council meeting.

**2023/37 Date and Time of Next Meeting**

The next meeting of Warden Parish Council will be held on Tuesday 2<sup>nd</sup> May 2023 commencing 7pm in Newbrough Town Hall.

<b>ACTION</b>	<b>RESPONSIBLE</b>
Allotments	Cllr D Liddle to install water pump by Easter
Replacement village signage/planters	To be installed in the next few weeks.
King Charles Commemoration	Event to be held at The Beacon 6/5/23, 8pm. Cllr G Charlton to seek quotation for the hire of one portalo
On-line banking authorisation	Clerk to forward bank readers to Cllr's S Robson & SJ Heminsley.
Crises Management	Cllr S Robson to formulate CM Plan, with County Council Legal Team to be asked for comment
No Dog Fouling signage	County Cllr to source
Defibrillator at Fourstones	Funding options to be researched
Litter pick 16/4/23	Clerk to arrange loan of County Council litter picking equipment
Riverside walk style repair	Cllr SJ Heminsley to report to T Fish, County Council

*C. Miller*

Claire Miller, Clerk to Warden Parish Council

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