

## **DRAFT**

### **Minutes of the Ovingham Parish Council Meeting Held on 21st November 2024 The Pavilion, Ovingham Playing Field, Ovingham**

**In attendance - Councillors:** D Jordon, N Gray, C Downing, I Swinburn, J Jackson,  
Clerk: P Smith

The Chair welcomed everyone to the meeting.

#### **Questions from members of the public**

Two members of the public were present at the meeting but did not ask any questions.

#### **County Councillor's report**

County Councillor Waddell was unable to attend the meeting due to illness.

#### **1.Apologies for absence**

Councillor Ford and County Councillor Waddell.

#### **2.Declaration of Interest (if any)**

Cllr Downing declared an interest in Agenda item 9, as she is a Trustee of one of the organisations (Ovingham & District U5s) requesting a donation.

Cllr Gray declared an interest in an additional application to be added to Agenda item 7 (Planning).

#### **3.To confirm the minutes of the meetings held on 19th September 2024**

The minutes of the meeting were agreed as a true record.

#### **4. Matters arising**

- **Phase 2 Surface Water scheme update** - Cllr Jordon reported that progress is being made - work at Cook's field is well on the way to completion.  
Cllr Jordon asked that a letter from the PC be sent to the Landowner thanking him for his actions.  
**Action - The Clerk**
- **LTP Submission** - The LTP has recently been sent to NCC.
- **Dene Garth - improved access to driveway** - Quote for the installation of a plastic grasscrete was over £6k, therefore this is being considered further.
- **Reinstatement of dropped kerb - entrance to drive at Horsley Road** - Funding is in place from the NCC Local Improvement Scheme
- **Police speed gun training** - The scheme will commence on Cllr Ford's return from leave.
- **Play Inspection - update on Action Plan and repairs to play equipment** - Cllr Jordon reported that the wooden zip wire frame has recently been dismantled and thanked the volunteers involved (in particular Adrian Jackson).

## **5. Accounts to pay/paid since the previous meeting**

The following payments were agreed.

- P Smith - Clerk Net Salary Sept 24 - £349.53 (Cheque)
- P Smith - Clerk Net Salary Oct 24 - £355.21 (Cheque)
- P Smith - Clerk Net Salary Nov 24 - £355.21 (Cheque)
- P Smith - Clerk Net back pay £97.63 (Cheque)
- HMRC Employers PAYE - £150.40 (BACS)
- HMRC Employers PAYE - £75.60 (BACS)
- T Bell - Grass Cuts - £787.50 (BACS)
- Boston Seeds - Bulbs - £799.97 (BACS)
- Kompan - Zip Wire Base - £3054.24 (BACS)
- John Swinburn - Mole trap - £19.99 (BACS)
- D Jordon - Reimbursement for compost for bulbs - £51.00 (BACS)
- Gallagher Insurance - Annual premium - £2959.62 (BACS)
- West Northumberland Community Buildings - PAT Testing - £52.00 (BACS)
- ProCuts - September Grass Cutting - Total £258.67 (BACS)
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### **Credits**

- HMRC - VAT refund - £749.61
- Ovingham Community Orchard - £1.00
- Transfer of Savings Account - £15,411.95

## **6. Budget and Precept 25/26**

The Clerk summarised the budget position and outlined the proposed budget for the financial year 25/26, which includes a proposed increase in the Precept from £15,300 to £16,000 (4.5% increase).

## **7. Planning Applications**

OPC had no comments on the following applications:

- 11 Castle View Ovingham - Loft Conversion.
- 8-9 Castle View Ovingham - Dormer Window
- Horsley Wood Cottage - Side Extension (Retrospective)

Cllr Gray reported that he was in the process of submitting an application to carry out some tree work at his own property, therefore he will remove himself from the process of commenting on the application.

## **8. Future Arrangements for OPC Meetings and timings**

Cllr Jordon proposed reducing the number of OPC meetings from 9 per annum to 6. This was agreed unanimously. Timings for the meetings are to be reviewed.

## **9. Donations / Grants**

The PC has already agreed to make a £200 donation towards installing signage on the river bank, following recent tragic incidents.

The PC also discussed the various applications that had been received and it was agreed that the following donations will be made:

- Tynedale Hospice at Home - £100.00
- Great North Air Ambulance - £100.00
- Ovingham & District U5s - £100.00

### **Action - The Clerk**

### **10. Community Resilience - Setting up a Rest and Recovery Centre**

Cllr Jordon reported that OPC and Reading Room representatives had attended a useful meeting with a view to setting up a Rest and Recovery Centre in the Reading Room.

### **11. Use of Gov.uk email addresses**

Cllr Jordon and the Clerk reported that it is recommended Parish Councillors start to use official gov.uk email addresses for PC business (as opposed to their personal email addresses). It was agreed to look further into this in the New Year.

### **12. Parish Clerk and Parish Councillor Vacancies**

It was noted that The Clerk had given notice to resign, with effect from 31.12.24. Arrangements are in place to find a replacement.

One Parishioner has expressed an interest in being co-opted onto the Council. It was agreed that she should be invited to the next PC meeting in January.

**Action - The Clerk**

### **13. Village Environment and action plan update**

Cllr Jordon provided an update on various other issues she had been dealing with, including: Hedge trimming at Castle View, Graffiti on the bus shelter, Salt bins and the Street light at Church Lane.

Cllr Jordon also reported that all the Action points on the Village Appraisal Action plan had been completed (apart from Youth Provision, which is still in progress).

### **14. Committee Reports**

- **Burial Board** – Management of The Lodge has been handed over to Property Management Company. A new Tenancy Agreement has almost been agreed.
- **East Tynedale Forum** - A meeting took place recently, at which Speeding was the main topic
- **Reading Room** – Booking Terms are being revised.
- **Orchard and Allotments** - Cllrs Jordon reported that there had been a great improvement in the general maintenance of both sites
- **Playing Field** - Cllr Swinburn agreed to carry out the weekly inspections in Cllr Ford's absence.

#### **ACTION - Cllr Swinburn**

- **Essity** - Cllr Gray reported that the Apprentice scheme was progressing well and he had attended an interesting tour of the site.

### **14. Correspondence**

Nothing significant not already covered by the Agenda

### **15. Any other business as considered urgent by the Chair**

None

**16. To confirm the date of the next meeting as 16<sup>th</sup> January 2025**  
Agreed.