

## OVINGHAM PARISH COUNCIL

Mrs. M. Davenport  
Clerk

Jubilee Cottage  
Ovington  
Northumberland  
NE42 6DH

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Minutes of the Meeting of Ovingham Parish Council held on 21<sup>st</sup> June 2018 at 7.15 p.m. in the Reading Room, Ovingham

Present: Councillors Jordon, Gray, MacDonald, Campbell, Foster and Kirkland, County Cllr Quinn and 5 members of the public.

1. Apologies for absence was received from Cllr Jackson (work commitments).
2. No declarations of interest were received.
3. The minutes of the last meeting on 17<sup>th</sup> May, having previously been circulated, were taken as read, agreed and signed.
4. County Councillors' Report: County Cllr Quinn remarked that at County level, things were fairly quiet just now. The Draft Local Plan was being promoted throughout the County with many venues listed for residents to view and liaise with NCC officers. Road repairs continue to be tackled and she noted this was earmarked for Horsley Road/Gallowhill in July. Cllr Jordon commented that some issues were outstanding from the Village Action Plan but she is due to meet Andy Olive, NCC, shortly and will raise them with him.  
County Cllr Quinn left the meeting at 7.25pm.
5. Community Orchard: Cllrs Jordon and Gray had spoken with the proposed group prior to the commencement of the meeting and members were at the meeting for further questions. The Cllrs had also viewed copies of their proposals and draft constitution. The group hoped to be basically self-funding; they had held a very successful drop in session from which many residents had pledged support; Ovingham First and Middle Schools were being approached once the project was up and running as well as the Ovingham Cub group. The Tree Council had confirmed that they had been allocated trees subject to approval of the Community Orchard by Ovingham Parish Council. Cllr MacDonald remarked that Community Orchards were becoming popular and the results of the drop-in session proved interest was there. Cllr Jordon asked again if the group would consider using the Playing Field instead of the grazing land as she felt combining the two amenities as a Community Playing Field and Orchard would encourage involvement of the community in the running and maintenance of the whole area of the Playing Field. Also, there were already a range of facilities on the field which could be made better use of. However, the group felt the grazing land being adjacent to the allotments was the best option especially as they hoped it would further encourage wildlife. Also, the Tree Council had granted the trees on the proviso they would be planted in the grazing land area. The group confirmed they will continue to promote the orchard to ensure interest remains. Cllr Jordon

thanked the group for their input and confirmed that the Cllrs will discuss the proposal at the end of the meeting and inform them accordingly.

Three residents left the meeting at 7.40pm

6. Matters arising: -

- i) **Traffic issues:** Cllrs had recently met with Neil Snowdon, NCC, with regards to the 20mph and other issues. A further speed survey will be carried out although Cllr Gray commented that the previous surveys over the 3 areas didn't really give a true picture as it depended on the time of day and an odd excessive speeding could distort figures. Cllr MacDonald felt it was frustrating that Ovingham didn't have the 20mph in place (it was requested on the Local Transport Plan) whilst Wylam did. Cllr Jordon also mentioned rumble strips can be considered. Bollards had been proposed for the grass verges opposite the schools but this will have to be funded by the Parish Council. Cllr Jordon will get some quotes and the Clerk confirmed she will raise it with Ovington Parish Council at their next meeting early July. Complaints had been received from some residents in Windsor Crescent with regards cars and were concerned accidents could happen. Cllr Jordon also queried whether a "stop"/white line could be put in place just outside the cemetery before the Windsor Crescent junction. Neil Snowdon is to follow this up. Cllr Foster commented some vehicles are parking on paths in such a way that pedestrians have to go on to the road to get past – especially dangerous for people with pushchairs or in wheelchairs.
- ii) **Storage of ride on mower:** It was agreed to also remove this item from the agenda as Cllr Campbell had not been able to obtain prices and it was not an urgent matter.
- iii) **Co-option to Council:** The resident who had previously expressed interest had informed the Clerk she was not able to follow it through at the moment. Cllr Jordon asked the Cllrs to give some thought for the vacancy – she commented it would be useful to have a Cllr who was more technically minded as she thought this was an area currently lacking with the current Cllrs. In the meantime, the vacancy will be taken off the agenda.
- iv) **GDPR:** The Clerk will set up an audit schedule specific to Ovingham Parish Council – it was agreed there were few issues, if any, in which the PC were not already compliant.
- v) **Allotment Association Tenancy agreement (amended):** Following the last meeting, an amended agreement including a section for the bee hive plot, had been sent to the Allotment Association. However, Cllrs Campbell and Kirkland confirmed that the association felt the wording was excessive and did not agree to it. Cllr Gray pointed out that the PC only included such wording as forwarded by the Association originally. Cllrs Campbell and Kirkland will refer it back to the Association. Cllr Jordon also mentioned that she had been contacted with regards the number of rabbits – the Association were thinking a net fence may act as a deterrent but the Cllrs agreed that this was unsuitable as rabbits will only burrow.

7. **Accounts to pay/be paid:**

M. Davenport (Salary & expenses May)	£304.07
Ovingham Reading Room (meeting in May)	£15.00
P Holden (petrol for mower)	£38.23
NALC (annual subscription)	£213.45
NALC (web hosting)	£75.00
Tyne Valley Community Rail Partnership (annual subs)	£10.00
Wybone Ltd (New litter bin)	£295.43
Arcadia Plumbing & heating (fix toilet at Pavilion)	£43.20
Meta Ltd (remove asbestos at Pavilion)	£456.00
D Jordon (garden projects, tel calls, stamps, etc.)	£281.71
N Gray (tel calls re asbestos survey etc.)	£19.45
Reading Room (room hire for NWL meeting)	£15.00

8. **Planning Application:**

**18/01031/FUL – Glebe Barns, Burnside:** single storey extension - **granted**

**18/01233/PRUTPO – Ovingham Cemetery –** remove epicormic shoots and crown lift minor branches – **granted**

**18/02014/TPO – 3 Nunnykirk -** crown lift sycamore etc. – **no objections**

**18/01904/LBC – The Old Vicarage –** internal redevelopment of north wing – no objections

**18/01739/FUL - 7 Welburn Close –** single storey extension to front extending kitchen, creating new wc & shower, utility & store

9. **Annual Governance & Accountability return for 2017/2018:**

**9.1 To consider and agree any actions arising from the report of the internal auditor:** The Clerk confirmed no issues had been raised.

**9.2. To approve the Annual Governance Statement:** This was approved.

**9.3 To approve the Draft annual accounts for 2017/2018:** The Clerk summarized the accounts and these were subsequently approved by Council.

**9.4 To approve the accounting statement and explanation of variances:** The Clerk had circulated details of variances whereby any difference of 10% from the previous year had to be accounted. Also, any difference, no matter how little, on the assets figure. The Clerk reminded the Cllrs that the asset register will need to be carefully checked to ensure it is up to date. The Cllrs approved and agreed.

**9.5. To confirm and approve the Certificate of Exemption:** As both income and expenses were less than £25,000, the Council complied with the Certificate of exemption which the Chair and Clerk signed. A copy of this will be forwarded to the external auditors, Littlejohn.

10. **Ovingham Pavilion/Playing Field:** Cllr Jordon advised asbestos had been removed, the old kitchen units removed, and the toilet repaired.

Arrangements were being made for the new kitchen units to be fitted mid-July (14/15). Electrical and plumbing work was also required for the kitchen. Re-decoration will be needed and Cllr Jordon wondered if this could be done by the Cllrs but Cllr Foster felt a professional job was needed and gave a contact number for a decorator – Cllr Jordon will obtain quotes for the work. Cllr Gray also advised the existing floor covering needed attention although this was mainly to stretch and flatten. It was agreed that an area behind the Pavilion was untidy – Cllr Jordon suggested getting the handyman to look at it. The maintenance of the playing field

was ongoing but proving high maintenance. Cllr MacDonald stated that the PC cannot expect volunteers to attend to it all the time. Cllr Jordon replied that the handyman had not been used much this year and she will ask him but it was agreed that the PC must consider employing someone specifically for the Playing Field.

Cllr MacDonald advised that unfortunately he had not been able to arrange a meeting with OPPFUG. Cllr Jordon asked that this be arranged as soon as possible. She also remarked that funding was available such as Community Chest and Sports England but grant applications had to be submitted by OPPFUG, not the PC. The Clerk confirmed that she had heard nothing further from OVIFUN regarding the (NCC) Safety Advisory Group. Cllr Gray also queried if they had sent a copy of their Insurance specifically confirming cover for events including public liability. The Clerk will contact OVIFUN.

11. **Parish Council Surgery/Village plan updates:** Cllr Jordon noted that the allotment and playing field hedge was on the PC diary for cutting in June. She will ask Adrian Jackson.

12. **Village environment:** Cllr Jordon stated she was disappointed with the reinstatement of the village green to date especially that in front of the Vicarage. The landscaper has been out this week and used a decompacting machine on the area to try & improve drainage – grass growth and drainage of the land will continue to be monitored. Karbon Homes will trim weeds etc. at the back of Castle View. The hedge at the back of Castle View has been cut this week. NWL landscaper has cut the re-instated land at the entrance to Piper Road and in Dene Close – this area will be monitored and if necessary, re-seeded and further stone removed.

13. **Committee Reports:** Cllr Gray reported that new curtains had been put up in the Reading Room main hall. The Committee were reviewing ongoing refurbishment.

It was noted that the next meeting of the Forum was scheduled for 4<sup>th</sup> July. Cllr Campbell advised there was no forthcoming meeting arranged for SCA.

Cllr Jordon reported that the Burial Committee had received quotes for re-pointing the chapel and accepted one. The Chapels are to be rented out. There have been numerous complaints from residents with regards branches from trees in the cemetery overhanging their gardens and very tall conifers which need to be reduced in size or felled. Quotes will be obtained for the work and it is hoped funding will be available to attend to these.

14. **Correspondence:**

- a) To note comments from NCC regarding Local Transport Plan requests submitted in 2017: These had been requests for 20mph throughout the village. NCC had confirmed that 20mph will be implemented outside the schools – in line with county wide policy – but for the time being, funding was not available to introduce 20mph elsewhere in the village assuming Ovingham met the necessary criteria. However, Cllr Jordon did point out that Neil Snowdon, NCC, confirmed that this request will be reconsidered next year, and did not need to be included in the next notification from NCC. She also asked the Cllrs to consider options to include as it was

- expected the matter will be on the agenda for July.
- b) To note forthcoming consultation of Draft Local Plan (NCC)  
As mentioned above, the Clerk advised Prudhoe waterworld was included in the roadshow when residents can look at the plan.
  - c) Jubilate choir – venue for hire. The Clerk had received a query via Ovington Parish Council, from Jubilate Choir for possible venues in Ovington/Ovingham which they could hire on a regular basis on Monday evenings. She advised the Reading Room and Old School were booked and although the Church had been mentioned, the choir were not keen as it did not have toilet facilities. The Clerk will suggest they look at the Pavilion to see if that is suitable.
15. There was no distribution this month.
16. The date of the next meeting was confirmed as 19<sup>th</sup> July.
17. There being no other business as considered urgent by the Chair, the open meeting closed at 9.00pm when the remaining 2 residents left.
18. Agenda item 5 (Community Orchard Proposal) was discussed in full at the conclusion of the open Parish Council meeting. After much deliberation, it was agreed that the proposal be allowed subject to a tenancy agreement for 5 years which the Parish Council will draft.

The meeting closed at 9.40pm