

NEWTON on the MOOR & SWARLAND PARISH COUNCIL

The Parish Council Meeting will be held on
Wednesday 25th March 2026 7pm
Swarland Village Hall, Coast View, Swarland

1. **Questions and comments from Parish residents (Max 15 minutes in total):**
2. **Apologies:**
3. **Declarations of Interest in items on the agenda**
4. **Minutes of the Parish Council meeting held on 25th February 2026:**
5. **To consider matters arising from the Parish Council meeting 25th February 2026:**
 - a. Condition of Swarland Estate Roads (update)
 - b. War memorial/garden of remembrance – Update.
 - c. Lease renewal Swarland Village Hall – Update.
 - d. Request for improved road safety of road near Colum to the A1 – Update.
 - e. Request for speed monitoring/signs on road between Old Swarland and Felton – Update.
 - f. Contact with the Environment Agency re: issues in Old Swarland – Update.
6. **Requested agenda items:**
 - a. Vyner Park Update (Cllr Woolfrey) – Update.
 - b. Swarland and Newton on the Moor Action on Climate (SNAC) – Update.
 - c. Neighbourhood Plan – Update on the plans progress. Discussion and decision on acceptance of the report now received from the Independent Examiner of the Plan.
 - d. NCC Community Governance Review – Running until 30th April 2026. For discussion and decision on response.
 - e. Launch of new Parish Council website – Discussion and decision on launch date.
Arrangements for going forward including access to the site in case of the Clerks absence etc.
Note: Netwise contract ends 3rd May 2026.
 - f. Review of Policies and other PC documents (Cllr Corbin) See Appendix A for current documents. Proposal to review and update PC policies, identify gaps (eg defibrillators) where policies are needed and terms of reference for various sub committees such as the Finance Cttee and SNAC.
7. **Report by County Councillor and meetings attended by Councillors:**
8. **Finance**
 - a. Clerk's salary for March 2026 = £518.70
Payment to HM Revenues & Customs PAYE = **£103.80**
Payment to Clerk = £518.70 + expenses £58.28 - £103.80 = **£473.18**
 - c. Receipts:
HMRC VAT reimbursement 2023/24 £6806.32
Reimbursement from Hugo Fox £11.99
 - d. Other payments:
Lloyds Bank Service Charges for March £4.25
adamdouglas llp (For the new SVH lease) inc VAT £3,236.00
[Note: Swarland Village Hall to be invoiced for £681.50]

NEWTON on the MOOR & SWARLAND PARISH COUNCIL

Northumberland & Newcastle Society membership	£35.00
NCC Printing of The Column 2025/26 printing inc VAT.	£540.00
Reimbursement to Vyner Park Charity of VAT 2023/24	£3538.01
Reimbursement to the Show Cttee of VAT 2023/24	£1009.55
Felton PC for Maintenance charges obelisk & war memorial	£356.26

e. Account balance as at 17th March 2026 £20,561.34

f. In connection with the repayment of VAT to Vyner Park and to the Show Cttee, a further two sums are expected shortly from HMRC. It is requested that repayments of the relevant proportion of the VAT claim be authorised in advance to help with cash flow issues.

9. Planning:

a. Applications decided by NCC or the Planning Inspectorate.

b. Applications pending decision by NCC:

20/02884/CCMEIA - Land North Of Shiel Dykes, U3050 Swarland Junction to Stouphill Junction, Swarland, Northumberland. Phased extraction of approximately 5 million tonnes of hard rock and importation of inert material for use in restoration using overburden from site and imported inert materials over 30 year period . This application is not within the Parish but may impact on the area. The Parish Council did not object to the application subject to a range of comments. As at 17.2.26 decision still awaited.

25/01332/FUL – Inert construction and demolition waste recycling facility (Use ClassB2) - Whittle Colliery, Hampeth, Northumberland, NE66 9LG. The Parish Council objected to this application for a range of reasons including disturbance of the tranquillity of nearby residents. As at 17.3.26 decision still awaited.

25/02820/FUL – Relocation and Construction of a single dwelling and associated works. Land south of workshop and plant storage – High Hazon Farm, Acklington , Morpeth, NE65 9AT. As at 17.3.26 decision still awaited.

25/04076/FUL - Reconfiguration of the existing golf course, change of use of the 7 northernmost golf holes to accommodate up to 180 additional new static caravans/lodges and creation of a new leisure hub building with associated access, parking, drainage ponds and landscaping works. - Land South West Of Chalets Percy Wood Golf Club and Country Retreat, Coast View, Swarland, Northumberland. The Parish Council objected strongly to this application. As at 17.3.26 decision still awaited.

26/00207/LBC - Jubilee Hall Newton-on-the-moor Morpeth Northumberland NE65 9JY. Installation of 18 solar panels to pitched roof. The Parish Council objected to this application. Application REFUSED 17th March 2026.

26/00206/FUL - Jubilee Hall Newton-on-the-Moor Morpeth Northumberland NE65 9JY. Installation of 18 solar panels to pitched roof. The Parish Council objected to this application. Application REFUSED 17th March 2026.

26/00316/PRUTPO - 4 Trafalgar Drive Swarland Morpeth Northumberland NE65 9LJ. Tree Preservation Order Application to T1 Beech remove large overhanging limb over garden, T2, T10, T12, T14 & T16 Beech crown lift to 4 metres and thin crown by 10%, T3 & T7 Sycamore crown lift to 4 metres and thin crown by 10%, T5 Oak crown lift to 4 metres and thin crown by 10%, T11 Oak remove deadwood, T13 Larch fell, T15 Beech remove deadwood, T17 Larch remove deadwood. The Parish Council objected to the application. As at 17.3.26 decision still awaited.

26/00317/FELTPO - Land North Of 4 Trafalgar Drive Leamington Lane Swarland Northumberland

NEWTON on the MOOR & SWARLAND PARISH COUNCIL

Tree Preservation Order application: T4 Larch & T8 Ash - Fell; T6 Sycamore - Crown lift to 4 metres and thin crown by 10%; T9 Beech - Remove deadwood. The Parish Council objected to the application. As at 17.3.26 decision still awaited.

26/00545/FUL – Apple Tree Lodge and Lime Tree Lodge, Swarland Old Hall, Old Swarland, NE65 9HU. Change of use 2no holiday lodges to be used as residential units, not restricted to holiday letting. The Parish Council objected to this application. As at 17.3.26 decision still awaited.

c. Planning matters for Parish Council to consider

26/00880/PRUTPO - Tree Preservation Order Application to G1 (consists of 6no and 3no horse chestnut) lift trees to 4m in height and T1 Oak remove old stub cuts 1 Old Park Road Swarland Morpeth Northumberland NE65 9HJ. Comments invited until 1st April 2026.

26/01023/LBC - Listed building consent for Installation of 16 solar panels to south facing roof with external battery cabinet - Swarland Village Hall, Coast View, Swarland, Northumberland, Comments invited until 10th April 2026.

26/01034/VARYCO - Variation of condition 1 (Approved Plans) on approved application 22/01325/VARYCO in order to make changes to siting, scale, layout and external appearance. Land West Of 36 Park Road, Park Road, Swarland, Northumberland NE65 9JD. Comments invited until 10th April 2026.

26/01032/FELTPO - Tree Preservation Order Application: T1(Sitka Spruce) - Fell to near ground level. W2 (Ash) - Remove those Ash showing signs of stage 3+ Ash Dieback (marked to NE side with pink paint spot, approximately 30-50cm above ground level). Equates to 8-10 sub canopy trees with stem diameters less than 150 mm. T4 (Scots Pine) - Fell to ground level, T5 (Hybrid Larch) - Fell to ground level T6 (Ash) - Fell to ground level. Studley House, Studley Drive, Swarland, Northumberland, NE65 9JT, Comments invited until 10th April 2026.

10. Correspondence:

NCC Consultation on future of Library Services in Northumberland 2026 – until 13th April 2026
Jubilee Hall – Have been successful in National Lottery Community fund for refurbishment.
Neighbourhood Plan - Independent Examiner report.
Resident complaint about motorcycles in Swarland woods.
Age Concern Scams awareness talks – Tuesday May 19th 10.30-12 Noon Felton Village Hall.
Feedback from Joint Town and Parish Council Spring Conference March 2026.
North East War memorials project – invitation to become ‘Friend’ minimum donation £15.
Northumbrian Water – Felton Environmental Improvements. Meeting to be arranged.
Query from resident about survey of neighbouring field in Swarland.

11. Requests for next agenda:

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12. Urgent Items:

14. Date of Next Meeting: 22.4.26 (JH), 27.5.26 (SVH) Annual Parish meetings, 24.6.26 (JH).

Review of Parish Council Policies, Terms of Reference etc

1. Item 6f - Note for discussion with regard to a review of Parish Council Policies, terms of reference etc.

2. Current Documents:

Document	Date Approved	Notes:
Asset Register	14.5.2025	Reviewed annually. Required as part of annual Audit.
Risk Assessment	14.5.2025	Reviewed annually. Required as part of annual Audit.
IT Policy	25.2.26	New Policy. Required as part of the annual Audit.
Adopted standing orders & Financial Regs	2024	PC is required to have the policy.
Planning Consultation procedure	2021	Describes the way that this PC discusses planning applications and decides on recommendations to NCC.
Safeguarding Policy	2023	For the protection of vulnerable people.
Code of Conduct	2023	Councillors are required to comply with this code.
Complaint etc Procedure	23.4.25	Introduced to help deal with persistent complainers.
Data protection/GDPR Policies	?	Handling data securely. Discussed by PC in 2018.
Dispensation Policy	22.11.2017	Introduced to enable Cllrs to participate in PC business if they have a declarable interest.
Disposal Policy	2010	Specifies how long the PC needs to keep documents.
Equality Policy	2010	Relates to the employment of staff.
Publication Scheme	July 2024	Describes the information held by the PC and how the public can obtain copies, and the cost.
Website accessibility statement	29.3.2020	Legal requirement. Needs to be done for the new website.

3. Does the PC need all or any of the following documents?

- Staffing and Personnel – Relating to handling staffing issues, appraisals, and discipline.
- Finance and Governance – Reviews financial policies and regulations (terms of reference needed for the Finance Cttee).
- Environment and amenities – Oversees maintenance of assets and green spaces (Vyner Park, defibrillators, Bus shelters, telephone box, Swarland Village Hall, obelisk and war memorial etc).

4. Who will take responsibility for updating the documents and how will they be agreed?