

OVINGHAM PARISH COUNCIL

Mrs. M. Davenport
Clerk

Jubilee Cottage
Ovington
Northumberland
NE42 6DH

Minutes of the Annual Meeting of Ovingham Parish Council held on 18th May 2017
at 7.30 p.m. in the Reading Room, Ovingham

Present: Councillors Jordon, Gray, Campbell, Bryan and MacDonald and 5 members
of the public.

Cllr Jordon asked the residents if they wished to raise anything before the meeting
proper started. One responded by querying proposed parking in the closed churchyard
to the rear of the Church. Cllr Jordon explained this was only a proposal, as
Ovingham had a lack of available parking and that it could take some time before
there were any developments but residents would be informed accordingly. The Clerk
confirmed that the Church of England can take many years in reaching a decision, but
ultimately, would need their permission before it could go any further.

1. The Clerk asked for nominations for Chair of Council. Cllr MacDonald
proposed and Cllr Campbell seconded Cllr Jordon, who took the chair.
2. Vice Chair – Cllr Gray was nominated by Cllr MacDonald and seconded by
Cllr Campbell.
3. Apologies for absence were received from Cllr Chalmers and County Cllr
Quinn.
4. No declarations of interest were received.
5. Other Bodies representatives were agreed as follows:
 - a) Ovingham Joint Burial Committee – Cllrs Jordon and
Campbell
 - b) Reading Room – Cllrs Gray & Jordon
 - c) OPPFUG – Cllrs Bryan and MacDonald
 - d) East Tynedale Town & Parish Council Forum – Cllrs Jordon
& Bryan
 - e) SCA – Cllr Campbell

Cllr Gray informed the meeting that he was happy to be a
representative of the Reading Room Committee, but as he was the current
chair, he did not feel that he could represent the Parish Council at the same
time but as there was another Cllr on the committee, felt it was not
an issue. This was agreed. The Clerk also advised that a representative may
be required for a Transport group but this would be addressed at the time.

6. The minutes of the last meeting, having previously been circulated were
taken as read, agreed and signed.
7. County Councillors' Report: As Cllr Quinn had only just been elected to
the Bywell ward, there was no report to give.
8. **OPPFUG new constitution and maintenance agreement:** Cllr Bryan had
circulated a copy of the OPPFUG constitution which had been adopted by

its members on 3rd May 2017, and was now being presented to the Parish Council. Cllr Bryan and a resident, Chris Lindsay, who was present at the meeting, confirmed it had been adapted from the copy of the constitution for Wylam Playing Fields Association. Cllr Gray was concerned about section 5.1.2, which when read in conjunction with Section 7.1, implied that it was not automatic that the Parish Council would become associate members of OPPFUG. Cllr Bryan replied this was not the intention of OPPFUG and Chris Lindsay confirmed this would be amended as it should specify the Parish Council. Cllr Gray was worried by these sections which could result in impractical numbers as associate members and he felt it was not possible for the Parish Council to agree to the constitution if they were not involved in any way. Unfortunately, Cllr MacDonald had not been able to attend the recent OPPFUG meeting as a representative of the Parish Council and a discussion arose as to how it was agreed without the prior approval of the Parish Council. Chris Lindsay replied that OPPFUG was an independent organisation but Cllr Gray reminded the meeting that some years ago the Parish Council took on the responsibility of the Playing Fields and that included funding and therefore the Parish Council had to be involved in any decisions. Cllr Jordon thought advice should be sought from NALC and suggested a working party meet – 2 from each of OPPFUG and the Parish Council – as it was obvious that agreement would not be reached at this meeting; differences had to be resolved. She was also concerned about the implications if the Parish Council did not agree to the constitution and therefore it was imperative that a meeting be arranged as soon as possible. The AGM of OPPFUG was scheduled for 27th May and again Cllr Bryan advised that approval of the Parish Council was not required for the new constitution but to ensure no “fall out”, was more than happy to arrange a working party to discuss it with Cllrs Gray and MacDonald next week together with Chris Lindsay. Cllr Jordon thanked him for this and commented that she did think that the Parish Council had an important role in drawing up the constitution. The maintenance agreement would be looked at only when the above issue was resolved.

9. Matters arising:-

- i) **Castle View:** Nothing further to report.
- ii) **Traffic issues:** Cllr Jordon had tried to contact Highways recently with regards speeding concerns. She had managed to speak to Neil Snowdon and arranged a site meeting – 9th June – to discuss the speed data. An option was applying for 20mph speed restriction or rumble strips – similar to that in Horsley. Cllr Jordon thought this was something to consider for the Local Transport Plan which would be sent to all Town & Parish Councils shortly (the Parish Council will be asked to submit 3 proposals for consideration). A rolling programme had already been put forward by NCC for 20mph limit outside schools.
- iii) **Village projects:** These were ongoing with no further updates.
- iv) **Policies & Standing Orders:** These were still ongoing awaiting further information from NALC.
- v) **Transparency arrangements – new administrator for website:** The Clerk advised a volunteer was required to assist with uploading information for the website. Cllr Gray suggested that until the

Council had 8 members again, this be deferred. This was agreed and the Clerk will only concentrate on uploading Parish Council data and other areas such as history, links or the community will be delayed until a second administrator is appointed. She noted a photograph of each Cllr had to be uploaded.

- vi) **Defibrillator for Village:** Unfortunately, Cllr Chalmers, who was not present at the meeting, had not been able to arrange for the cardiac specialist, Michael Norton, to attend this meeting. However, she had just managed to inform Cllr Jordon that she had now heard from him and he was happy to talk to the Council and therefore the Clerk will send him details of the meeting in June.
- vii) **S106 Funding for new play equipment:** Cllr Bryan was still looking at options for play equipment but hoped to be able to apply shortly to NCC for the funding. Cllr Jordon noted there were details of some companies in the distribution magazines who may be able to give ideas/prices etc.
- viii) **Storage of ride on mower:** Nothing further had been decided by OPPFUG regarding the mower storage. Cllr Jordon had not been able to put forward the suggestion of using one of the chapels to the Burial Board Committee but there was a meeting on May 23rd, and she would raise it then. The Cllrs agreed that the mower should be stored securely.
- ix) **Annual Village inspection:** Cllr Jordon had circulated an up to date copy of the village inspection. There were still many issues to address but it gave an idea of what progress was being made.

Cllr Bryan and one resident left at 8.30pm

10. Accounts to pay/be paid:

M. Davenport (Salary & expenses April)	£314.24
Ovingham Reading Room (meeting in April)	£18.00
Ovingham Joint Burial Committee (precept)	£2565.00
P Holden (petrol for mower)	£45.08
NALC (Annual subscription)	£207.78
Trevor Bell (grass cuts – 2 months)	£280.00
Stuart Burns (tree removal – allotments)	£450.00

11. Planning Application:

17/01151/FUL – Ovingham First School: Demolition of detached modular classroom; proposed single storey extension to provide new classroom space; internal alterations to entrance foyer. Cllr Gray had looked at this application and advised he had no objections. The Clerk confirmed that Ovington Parish Council were of the same opinion.

Cllr Gray also advised that there appeared to be a standstill between the developers, ISOS and NCC over proposed route for construction traffic for the Piper Road housing development. Despite requests from the Parish Council for signs to be erected indicating no access to the site via Tyne Gardens/Windsor Crescent and to avoid times when children were going to and from school, no acceptable response had been received. Cllr Gray thought each were passing it on to the other and hoped an official letter

from the Clerk, could solve matters. This was seconded and approved unanimously. He would draft one for her to send.

The Clerk had also just circulated a response from NCC regarding the street naming for the new development. Unfortunately, the suggestions put forward by the Parish Council (Hawthorn Way & Holly Close) had been rejected and the reasons for objecting to the original proposals of the developer (Dukes Field, Park View & Pack Horse Way) had been deemed insufficient. However, although NCC advised the choice of street names lie with the developers, they would like to come to some agreement with the Parish Council. Suggestions of Dyer Close and Bullock Gardens/Way were now being proposed but the Cllrs did not support this – Cllr Gray commenting that Hawthorn & Holly were quite appropriate for street names on what was Green Belt land.

12. **Consultation Bleach Green – CRM-856494-W63L6: Woodland Creation Proposal:** The Cllrs thought this was an excellent proposal and therefore had no objections.
13. **To receive and adopt unaudited accounts for 2016/2017:** The Clerk advised that these had been returned by Chris Lindsay, the internal auditor who had raised no concerns. Council approved the accounts and it was signed off by the Chair. The Clerk advised that in future, it was unlikely an external auditor would audit the accounts as Ovingham Parish Council came within the turnover limit. However, an internal auditor must still be used and the accounts were available to view on request from any resident on the electoral roll. She would also likely adopt the existing format for future audits as this was simple and acceptable.
14. **To approve the Annual return Statement of Accounts and the Annual Governance Statement for 2016/2017:** This was approved and the Chair and Clerk were authorized to sign on behalf of the Council.
15. **To consider change of Banking Arrangements:** Lloyds Bank had advised that the Parish Council needed to change their type of bank account to enable signatories to be added or removed. Cllr Jordon suggested that she and the Clerk make an appointment with the Bank. The Parish Council could continue with the present Personal Classis Account but the bank had advised changing to a Club/Treasurers Account. The Clerk will arrange a meeting with the Bank manager.
16. **To consider co-option to Council:** There were currently two vacancies and the Clerk had circulated an application for co-option. According to NALC, the Council had about 8 weeks to co-opt without having to go through the official procedure of notifying NCC and displaying legal notices in the Parish. However, she suggested that a flyer be prepared to ensure every resident is aware of the vacancies and this would give some details of “What is a Parish Councillor” and suggesting interested parties attend a meeting before committing themselves. This was agreed.
17. **To consider any matters arising from the Annual Parish Meeting:** There were none.
18. **Village environment:** Cllr Jordon updated the Council on various issues; loose panels on the pedestrian footbridge over the river had been reported 3 times and repairs had been carried out by the contractor earlier in the week; the land around Ovingham Bridge & Pack Horse bridge has been re-seeded

– it will take some time for germination and the grass to grow; a resident had complained about an overgrown hedge at the entrance to the playing field and this had now been cut; NWL had held a meeting with regards the proposed surface water works; new trees for the village had resulted in 2 requests and accordingly the willows will be replaced on Piper Road, and also one for Windsor Crescent. Last year the Parish Council had asked NCC to do extra grass cuts for which they would be charged £670.09 for 3. However, NCC had not acted on the request and only now confirmed that they will be able to carry out 2 extra cuts this season for £446.73. This was approved.

19. **Committee Reports:** There were no reports but Cllr Jordon had checked duties to be carried out and especially those for the village handyman. Weed removal and hedge cutting needed attention.
20. **Correspondence:**
 - a) A letter of complaint about the standard of the recent footpath renovations had been forwarded to NCC. Cllr Jordon thought the footpaths were of a good standard but Cllr Campbell replied that the footpath next to his property in Dene Close was of a lesser quality than those on the main roads. Cllr Jordon will report this to NCC.
 - b) A letter from Cllr Chalmers regarding the response to Cllr Shields' resignation had been forwarded. Cllr Jordon said Clara Shields' letter had been discussed after the last meeting. She suggested giving out induction packs and a copy of the "Good Councillor Guide" to all new Cllrs and to offer a mentor to new Councillors. Cllr Gray proposed that any person applying for co-option should attend meetings initially to see what is involved before submitting any application. This was agreed.
 - c) A questionnaire from Sport England regarding usage of the playing field had been received. Phil Holden had kindly offered to complete this having had similar ones in the past.
 - d) Northumberland Local Plan Core Strategy: Notification had been received that this had now been submitted to the Secretary of State.
 - e) Cllr MacDonald had just received a letter of complaint from a resident regarding a large tree which is about 15 metres from his house and which he has been advised, poses an insurance risk if it were to fall. The resident asks for assistance in determining the ownership of the tree in question as to date, his efforts have proved unsuccessful. Cllr Jordon advised John Alderson, NCC, is usually extremely helpful and she will contact him on the residents' behalf.
21. Distribution was still being circulated.
21. The date of the next meeting was confirmed as Thursday 16th June at 7.15pm and 27th July, also at 7.15pm.

There being no further business, the meeting closed at 9.25pm