

BYWELL PARISH COUNCIL

MINUTES OF MEETING

18th March 2024 at Newton & Bywell Community Hall at 7.00pm

Present: Beth Wright (Vice Chair), Kenny Richardson, James Brown and Julie Harrison constituting a quorum.

No other attendees. It was noted that the Parish Council did not currently have a Clerk. Julie Harrison agreed to take the minutes.

The Agenda was tabled

1. **Apologies received:** Paul Gallager. No response had been received from County Cllr Waddell
2. **Declarations of Interest:** None
3. **Minutes from meeting of 15th January 2024:** These were agreed as a true record.
4. **Matters arising:**
 - a. **Bottle Bank** – No further communication or further information had been received by the Village Hall Trust from the resident who had raised the issue.
 - b. **Benches at Bywell** – the identity of the party who had put the new benches had not been clarified. NCC had confirmed it was not them. Stocksfield PC to be asked if they were aware of the benches. The PC need to find out as they were on their land and therefore responsible for them.
5. **Reports** – As the Chair had resigned as a councillor and County Councillor Waddell was not in attendance there were no reports.
6. **Highways and Flooding update** – A site meeting had been held with Glen Harrison Head of Highways Maintenance (West) on 14th February to discuss maintenance issues on the Stelling to Newton road, A69 (Shaw House) to Newton road, Shaw House to Newton Hall road and corner by St James Church. Works “to make safe” were due to start on 19th March. Neil Snowdon of Highways had suggested a Teams meeting to discuss speed limits etc. A date for this was awaited. An account has been set up for the PC on Fix My Street to allow the PC to make reports. An alert had been set up so that the PC is notified of new reports. Further action required regarding water on Stelling to Newton road, this was with NCC.
7. **Footpaths** – It was reported that a response was still awaited from NCC.
8. **Clerk/Responsible Finance Officer position** – two applications had been received. Copies to be circulated to all Parish Councillors to consider.
9. **Litter Bins update.** Correspondence had been received from NCC suggesting positions for litter bins in Newton Village and at Bywell. These were considered as were the position of bins for Dog waste. It was agreed the Litter Bins be placed by Duke of Wellington PH and by bench at Bywell. Dog waste bins by telephone box/Village Hall

and at western end of Village. This was to be communicated to NCC and costs to be confirmed as to cost.

10. **Policies update** – It was reported that a Complaints Policy and Code of Conduct were posted on the PC website. The Complaints policy was a template. Code of Conduct is out of date. The NALC endorses the 2020 Local Government Code of Conduct. It was agreed that the Complaints Policy be completed and adopted and the 2020 Local Government Code of Conduct. Donations policy in process of drafting, financial limits to be further investigated. Data and Communications policy – it was noted that parishes of the size of Bywell have limited policies on this it was agreed this would be considered further.

11. **Planning:** Proposed canopy over the north, south and west elevation doors and new doors and frames to replace existing doors (in existing structural openings) | The Bothy Town Farm Newton Northumberland NE43 7UL - 24/00666/FUL and 24/00667/LBC. This was considered. It was agreed that the PC had no comment on this application.

12. **Correspondence:**

- a. E-mails from NCC regarding road closures. Only one effecting the Parish, proposed closure of Newcastle Road between Styford Roundabout and Corbridge. It is expected that the road will be closed 15/04/2024 - 16/04/2024 between the hours of 08:00 - 16:00. Access will remain for residents and businesses. Road closure order valid 15/04/2024 - 31/10/2024. To be added to Website as News item.
- b. Parliamentary Election Review – Bywell Parish is to be included in the new electoral division of Stocksfield and Bywell. There has been no change to the parish boundary. There is no suggestion the polling station would change from the Newton and Bywell Community Hall.

13. **Finance:**

- a. The Balance on the account at 23rd January 2024 was £10,934.71. More recent statement had not been received. The following payments were authorised:
 - i. SLCC Clerk vacancy advertisement £253.20
 - ii. NBCT, room £16.00
 - iii. PWLB Loan Annual instalment £721.68
- b. Moving to electronic banking to be progressed as soon as possible.

14. **AOB :**

- a. A report from the Community Hall Trust to be included at future meetings.
- b. Issue of litter on A69 east of Styford Roundabout to be reported.

15. **Date of next meeting:** Monday 20th May 2024 at 7.00pm

Chair:

Date: