

**PRUDHOE TOWN COUNCIL**

Extraordinary Meeting of the Planning, Contract and Works Committee, held on Wednesday 13<sup>th</sup> June 2018, beginning at 6:30 pm in Meeting Room 1 of The Spetchells Centre

**PRESENT**

Cllr Jennifer McGee, Cllr Tracy Gilmore, Cllr Holly Kelleher, Cllr Gerry Price, Cllr Russ Greig, Cllr Angie Scott, Cllr Chris Cuthbert, Cllr Bryan Futers, Cllr Glenn Simpson, Cllr Ignasious Varghese, Cllr Andy Gill (arrived 6:45pm),

**1819/001 Apologies for Absence**

Cllr Graham Robinson, Cllr Duncan Couchman, Cllr Carol Stephenson

**1819/002 Declarations of Interest**

Holly Kelleher – Personal Interest in the item in the confidential section of the meeting.

**1819/003 Election of Chair of the Planning, Contract and Works Committee**

The Acting Clerk asked for nominations for chair of the Planning, Contract and Works Committee.

Cllr Gerry Price nominated Cllr Jennifer McGee; this was seconded by Cllr Glenn Simpson. Cllr Jennifer McGee duly accepted the role.

***Cllr Jennifer McGee chaired the meeting from this point.***

**1819/004 Election of Vice-Chair of the Planning, Contract and Works Committee**

Cllr Jennifer McGee asked for nominations for vice-chair of the Planning, Contract and Works Committee. Cllr Tracy Gilmore nominated Cllr Chris Cuthbert; this was seconded by Cllr Glenn Simpson. Cllr Chris Cuthbert duly accepted the role.

**1819/005 Neighbourhood Planning**

Cllr Jennifer McGee welcomed Chris Anderson (Northumberland County Council, Neighbourhood Planning Link Officer)

Chris Anderson introduced himself and explained that his role as was to advise and support those town and parish councils thinking about or going through the neighbourhood planning process.

The slides presented are included at Appendix 1; the following points were made in addition to the slides:

- 2012 Localism Act gave town and parish councils the right to develop a Neighbourhood Plan.
- A Neighbourhood Plan (NP) can create planning policy/suggestions for use of pockets of land; however, 98% of NP's tend to use the parish boundary as the plan.
- 1<sup>st</sup> stage is becoming legally designated to prepare a plan; this is a simple paragraph that states why you wish to do it, NCC then give the green light.
- Some town and parish councils enter into discussions before becoming designated, taking on board all everything involved, rather than changing their mind down the line.
- NP's can identify and allocate sites for different uses so there is more certainty for how an area would be used for the life of the plan, e.g greenspace protection, employment, housing.
- Not just those 3 things there is also an open door for the community to discuss different issues, i.e. community & recreation, shopping, transport, heritage, working from home, communication and technology – there could be policies on those identified issues.

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- Non-planning issues may crop up during the process and these could be addressed via other projects, rather than through the NP.
- The process of a NP opens lines of communication.
- In planning, there is past, present and future. In Prudhoe the Tynedale District LP did certain things when it was created; this is the current plan at the moment, however, moving forward we have the NCC New Local Plan for the whole of the county and it is proposing certain things for Prudhoe.
- The NCC New Local Plan is not proposing to delete any greenbelt but it is proposing a small housing site next to West Road cemetery. Also, it continues the theme of employment at Low Prudhoe and Eltringham.
- A NP for Prudhoe, if adopted, would become part of the New Local Plan. You could add extra things to those included in the Local Plan or duplicate things that are in the Local Plan if you thought it would be quicker. You can always go beyond the Local Plan.
- A NP has more weight as it is evidence-based.
- The New Local Plan gives more clarity and the council can look at whether it wishes to go beyond that.
- A NP is proactive rather than being reactive to developers.
- An NP once agreed by referendum becomes adopted by NCC as part of the development plan, carrying the same weight as the LP.

*The example given was that in respect of the 20-30 houses at suggested for West Road, a NP could show that an alternative site should be considered. Alternatively and additionally, respond to the Local Plan consultation. With a neighbourhood plan, you would have more weight as it would be evidence based.*

- There is financial help available on neighbourhoodplanning.org £9,000 initially that could help with costs for consultation.
- There is a dedicated NCC Officer who would attend NP meetings and help to create consultations, as well as having access to digital mapping.
- There has been a resurgence in NP's.
- NP's are taken seriously at a high level and with developers.
- Northumberland is the busiest county in the North East with regards NP's

Councillors Questions

In response to Cllr Chris Cuthbert's question about the lifespan of a NP, Chris Anderson advised that this could be between 15-20 years as it would be good to run alongside the New Local Plan. With regards how long it would take to create, the answer was dependent upon how detailed a plan was created. A simple plan with 3 or 4 key issues might only take 18 months, but more detailed plans would take longer. Chris Anderson advised that lots of plans try to include everything that comes up during the consultation; often planning policy is not the answer but the consultation can be used as a catalyst for other policies.

In response to Cllr Chris Cuthbert's question about the weight of a NP, Chris Anderson responded that following the referendum a NP carries full weight and during the process of adopting a NP the policies gather weight in the eyes of planners. Chris Anderson assured that a NP would sway a controversial planning decision.

In response to Cllr Jennifer McGee's question about the referendum of a NP, Chris Anderson responded that NCC organises the referendum and it is a straightforward YES/NO vote, with a

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50% of turnout in favour being the required result to proceed. Chris Anderson advised that he was not aware of any NP's that had failed at referendum but the Hexham NP could be contentious.

Cllr Russ Greig asked for an example of what could be included under transport and movement. Chris Anderson advised that it could be a piece of land allocated for car parking, although the NP could not force a build it could identify the land.

Cllr Jennifer McGee asked if a NP had to adhere to the New Local Plan and National Planning Policy. Chris Anderson responded that yes, general conformity with the New Local Plan and National Planning Policy would be required or it wouldn't get through the examination checks.

**A consultation on the NCC New Local Plan is being held at Waterworld, Prudhoe on 21<sup>st</sup> July 2018, 10am – 3pm**

**1819/006 Planning, Contract and Works Committee Structure**

- a) **It was AGREED** to receive the terms of reference of the Planning, Contract and Works Committee. No changes were discussed or proposed.
- b) **It was AGREED** to receive the scope of work of the Planning, Contract and Works Committee. No changes were discussed or proposed.

**1819/007 Cemetery & War Memorial Sub-Committee**

- a) **It was AGREED** to receive the report of the meeting held on 3<sup>rd</sup> May 2018.

Cllr Andy Gill elaborated on the complaint received in respect of grass cutting and expressed that further complaints had been received and he and the Acting Clerk were meeting NCC Officers on Friday.

Cllr Andy Gill advised that the cemetery seats remained outstanding and if NCC Officers were not able to complete the work as expected, the council may have to look at getting this work done and recharging them.

Cllr Gill advised that work to get the chapel available for hire has not been progressed as the Acting Clerk has other priorities and no time available but Cllr Angie Scott has offered to help and it is hoped this will be carried out soon.

Cllr Gill advised that a new survey has been carried out with regards additional items on graves and letters have been sent out from the office, adding that this would need to be revisited periodically.

Cllr Futers questioned whether signs had been made stating that the unauthorised scattering of ashes was strictly prohibited, Cllr Gill advised that not as yet but there had been no further incidents.

- b) **Recommendation** to remove 'opening and closing gates' from the Edgewell Cemeteries Service Level Agreement from 2019-20 in line with other cemeteries in Northumberland (all have 24 hour access), and agree on any action to be taken (*please note that this will impact on the opening and closing of Highfield Park*)

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Cllr Chris Cuthbert asked how this would impact on the opening and closing of the Highfield Park gates. The Acting Clerk advised that presently all gates were locked at the same time and the charges were included on the Cemetery SLA, therefore if removed from the Cemetery SLA there would be no one available from NCC to service the gates at Highfield. The Acting Clerk noted that the gates at Highfield were very seldom locked as the officer reported that there were always cars in the car park at the times they should be locked, in winter and summer.

Cllr Futers asked what would happen if those travelling to Highfield Middle School used the cemetery car park. Cllr Andy Gill responded that they could do this now, regardless of locking the gates as they were open at school times.

Cllr Gerry Price proposed that the locking of the gates at Edgewell Cemetery is removed from the Cemetery SLA 2019/20 and that any concerns are picked up as and when they arise.

Proposed: Cllr Gerry Price                      Seconded: Cllr Chris Cuthbert

In favour - 9, Abstain - 1

- c) Recommendation** to seek quotations for a new pedestrian access and footpath into Edgewell Cemetery West (Old) from Edgewell Road, opposite the entrance to Edgewell Cemetery East (New) for ease of access and parking (also to allow movement grass-cutting and operating machinery), and agree any action to be taken

**It was AGREED** to seek quotations for the above and for the removal of the existing wooden gate and pergola and replace with the same green metal fencing.

Proposed: Cllr Bryan Futers                      Seconded: Cllr Tracy Gilmore

#### **1819/008 Floral Planters at 83 – 87 Riding Dene, Mickley**

- a) It was AGREED** to receive confirmation of permission from Northumberland County Council and Shenstone Housing to the placement of planters on the grass verge at 83 – 87 Riding Dene.

- b) It was AGREED** to receive the results of the residential consultation on the proposed scheme and to respond to those consulted that the majority of respondents supported the scheme and it would be taken forward.

- c) It was AGREED** to place an order for x4 Manchester Basket Planters from Broxap at a cost of £520/each and to seek costs for their installation.

Proposed: Cllr Glenn Simpson                      Seconded: Cllr Jennifer McGee

#### **1819/009 Bus Shelters**

- a) It was AGREED** to receive the recommendation to install the new bus shelter located at Mickley Square, on the north side (travelling east) to the agreed location on the south side (travelling west), and to respond favourably to NCC to accept the shelter

Proposed: Cllr Jennifer McGee                      Seconded: Cllr Chris Cuthbert

- b) It was AGREED** to ask County Cllr Anne Dale to consider funding the concrete pad required for the installation of the above bus shelter, failing the availability of capital small schemes funding from County Cllr Anne Dale, **it was AGREED** to seek 3 quotations for the work

Proposed: Cllr Glenn Simpson                      Seconded: Cllr Bryan Futers

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- c) It was AGREED** to place an order for a wooden seat for the Arun Shelter (above), at a cost of £468 (+ delivery) from Queensbury Shelters and to delegate install arrangements to the Acting Clerk  
Proposed: Cllr Chris Cuthbert      Seconded: Cllr Angie Scott
- d) It was AGREED** to place an order for option 4, Arun 2 bay shelter from Queensbury Shelters for Eltringham (travelling west) at a cost of £3,017  
Proposed: Cllr Tracy Gilmore      Seconded: Cllr Angie Scott
- e) It was AGREED** to respond to resident requesting a bus shelter at the bottom of Beaumont Way that there is no further funding in this year's budget, but it will be considered next year  
Proposed: Cllr Jennifer McGee      Seconded: Cllr Glenn Simpson
- f) It was AGREED** that the bus shelter on West Wylam Drive would not be repaired again and that the sides would be left open.  
Proposed: Cllr Tracy Gilmore      Seconded: Cllr Glenn Simpson

The Acting Clerk advised that the police Sergeant and County Cllr Gordon Stewart are requesting a mobile camera for the area of the shelter from the NCC Community Safety Team.

**1819/010      Public Seats**

**It was AGREED** to agree to seek quotations for the repair and treatment of those town council seats identified as requiring attention in the October 2017 audit (including seats at Eastwood Park to be reimbursed by Northumberland County Council). The tender specification and documents were **AGREED**.

Proposed: Cllr Glenn Simpson      Seconded: Cllr Tracy Gilmore

**1819/011      West Wylam Landfill Site**

**It was AGREED** to receive the email and report from Peter Jeffreys (NCC Contracts and Commercial Manager) outlining landowner consent required for essential works to the gas abstraction plant at West Wylam and to approve giving consent to the work required.

Proposed: Cllr Jennifer McGee      Seconded: Cllr Glenn Simpson

Cllr Bryan Futers proposed that the council ask the question as to why there has never been any electricity generation placed on top of the abstraction plant. **This was AGREED.**

**1819/012      Planning Matters****a) Planning Applications****Planning Ref 18/00565/VARYCO**

Removal of Condition 12 (Contamination/Pollution) pursuant to planning application 14/01047/FUL

Former Prudhoe Hospital, Prudhoe Hospital Drive, Prudhoe, Northumberland

Mr John Collins

**This application has already been approved by NCC Planning Officer – 7<sup>th</sup> June 2018**

**Planning Ref 18/01414/FUL**

A two storey side extension set back from the front of the house, and front garden changed to a hard surface parking area. (Amended description)

22 Masters Crescent, Prudhoe, Northumberland. NE42 6NT

Mr Jon Stanbury

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**It was AGREED to APPROVE the planning application**

**b) Planning Decisions****Planning Ref: 18/01122/FUL**

Rear single storey extension to provide accessible bed and shower room.  
15 Castle View, Prudhoe, Northumberland. NE42 6NG  
Rhian Kingston

**GRANTED****Planning Ref: 18/00980/FUL**

Replace a flat roof with a pitched hipped roof on a two storey existing extension to the side of the house.

Woodland House, Eastwood Villas, West Wylam, Prudhoe, Northumberland. NE42 5NQ  
Mrs Anna McLellan

**GRANTED****Planning Ref: 18/00758/ADE**

Advertisement consent for rebranding of two no existing external fascia signs from SCA Hygiene UK to Essity UK Ltd (1 illuminated and 1 non-illuminated).

Essity UK Ltd Princess Way, Prudhoe, Northumberland. NE42 6HE  
Mr David Crellin

**GRANTED****Planning Ref: 18/00924/FUL**

Proposed erection of glazed balustrading around existing garage structure to create safe out door play area/veranda

Greenfield House 3 West Road, Mickley, Stocksfield, Northumberland. NE43 7BG  
Mr & Mrs Lowery

**GRANTED****Planning Ref: 18/01347/FUL**

Proposed summerhouse

1 Beaumont Way, Bewick Grange. Prudhoe, Northumberland. NE42 6RA  
Mr John Dolan

**GRANTED****Planning Ref: 17/03151/REM**

Reserved Matters application relating to 14/03221/OUT for the approval of details of the scale, appearance and layout of the dwellings and landscaping of the site.

Former Miners Welfare Site, Mickley Square, West Road, Mickley, Stocksfield, Northumberland.  
Liam Newton

**GRANTED****Planning Ref: 18/00808/FUL**

Rear ground floor extension to provide large open plan kitchen/diner, window replacement on side elevation and insertion of door to utility room on front elevation.

28 Moorlands, Prudhoe, Northumberland. NE42 5LS  
Kay Jobling

**GRANTED**

18/01291/FUL, Wilcox, 13 Paddock Wood, single storey extension was approved and that mentioned above.

**GRANTED**

*To approve a motion, that in view of the confidential nature of the business to be transacted, the press and public be excluded for consideration of the following items, in accordance with Section 68 of the Council's Standing Orders:-*

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**EXTRAORDINARY ITEM Cllr Tracy Gilmore chaired the following item.****Cllr Tracy Gilmore made the following statement:**

*Our sub-committees that are Cemetery, Town Events and In Bloom are noted as sub-committees in title but have not in past acted as sub-committees in that meetings are never published as being open to the public and they never have standing items such as 'declarations of interest' on them, as contained in our standing orders. Therefore when reports of the meeting are taken, these matters are not noted formally as they are in committee and full council meetings.*

*The Events meeting that is next on the agenda under s68 is being heard under section 68 as this is a public meeting, some of the matters discussed are considered confidential and therefore you are asked to agree to approve a motion to exclude the press and public. Some of the report is not confidential and will therefore be brought to a future public meeting.*

*Moving forward all sub-committee meetings will be subject to the same regulations as committee meetings in that a public agenda is published, the public and press are invited and if there are confidential items s68 will be required; the formal declaring of interest will also be included as a standing item on the agenda. This will be with immediate effect or until the council agrees otherwise and/or changes standing orders.*

**1819/013 Town Events Sub-Committee Meeting**

- a) It was **AGREED** to receive draft the report of the meeting held on 5<sup>th</sup> June 2018
- b) The Essity Prudhoe Miners Race was discussed.