

## HEPSCOTT PARISH COUNCIL

### Minutes of the meeting held on Thursday 16 July 2020 in Hepscott Parish Hall

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1. **Attended:** Carolyn Reid (Chair), David Cowans (Vice Chair), Philip Ashmore, Fred Dye, Malcolm Paton, Anne Colver, Sylvia Johnson (Clerk), County Councillor Glen Sanderson (part of meeting).

**Apologies:** John Sadler

**Declarations of interest:** None

2. **Report from Neighbourhood Policing Team:**

No apologies or report were received, despite SJ sending emails to PC Yolandie Scott. It was agreed that we should write to Inspector Phil Patterson, Neighbourhood Police, requesting more frequent attendances or reports for each meeting.

3. **Update from County Councillors:**

Discussion took place with GS regarding the Community Governance Review which is due to be decided by councillors at the next full meeting of Northumberland County Council in September. GS reported that should the decision not be made by the councillors then it could be delegated to officers.

Discussion took place regarding the planning application for Greenfield House. HPC were expecting the application to go to committee, however it had been decided by delegated powers due to Covid-19 regulations. The application stated that the current residence would be demolished and replaced with 3 dwellings. However the current residence has been refurbished with an increase in roof height. HPC are now concerned that the developer will now try to add 3 more dwellings on the site, with the same roof height. GS has had correspondence with Rob Murfin, Head of Planning, who has agreed to speak with someone from HPC regarding our concerns. It was agreed that PA would be the person to deal with this and he will contact Rob later in the week.

GS stated that NCC is to contact some homeowners in Hepscott regarding overgrown shrubbery. He asked if there were any other residences that councillors knew of which also have problems with hedges being overgrown and causing problems on footpaths. We need to email GS straight away with any details.

NCC has agreed to undertake a traffic survey at Barmoor Bank and also at Shadfen following a request from a resident.

4. **Minutes of the Annual meeting and HPC meeting of 21 May 2020 and matters arising:**

4.1 Minutes from both meetings had been agreed by councillors via email and the minutes had been published on the website. The minutes were signed as a true copy.

4.2 Matters arising from the minutes (not covered in agenda items): There were no matters arising from either sets of minutes.

5. **Planning Applications and Local Plan (A detailed schedule of all recent planning applications is attached to these minutes - Addendum 1)**

Four Winds – it was noted that work had started on the development.

Greenfield House – Outline permission was granted, but as stated above, this did not go to Committee as we had hoped, but was granted through delegated responsibility. PA will follow up with Rob Murfin, Head of Planning.

Action

PA

PA

**5.2 NCC Local Plan latest information:** A letter had been received from NCC stating that the Inspector has now asked that a consultation be carried out on the additional evidence requested by her, as a result of hearing sessions held during October 2019 and February 2020. The Council is inviting comments on the additional evidence between Monday 13 July 2020 and Monday 7 September 2020. A USB stick containing all the relevant documents was enclosed with the letter and given to PA.

**6. Flood Sub Group:**

A report of the last Flood Group meeting is attached to these minutes as Addendum 1

**7. Financial Matters:**

**7.1 Annual Governance and Accountability Return (AGAR) for 2019/2020:**

All information had been circulated to Councillors by email prior to the meeting.

7.1.1 Councillors read and agreed the report from the Internal Auditor

7.1.2 Councillors read and approved the Annual Governance Statement (AGAR)

7.1.3 Councillors read and approved the draft annual accounts

7.1.4 Councillors read and approved the Accounting Statement, Explanation of Variances and /Explanation for "High" Reserves.

7.1.5 Councillors read and approved the Certificate of Exemption

7.1.6 Councillors read and approved the Bank Reconciliation

SJ will forward the appropriate AGAR forms to PKF Littlejohn, External Auditors.

SJ

**7.2 Statement of finances, including any items of over £100.00:**

All recent finances were approved, including 6 items of £100 or over.

**8. Community Governance Review (Proposed Parish Boundary Changes)**

Minuted in Item 3.

**9. South Fields/Stobhill Manor update:**

Nothing to report as JS was not in attendance.

**10. Speeding and Parking issues:**

**Community Speedwatch:** This has been stood down on instructions of Northumbria Police during the Covid-19 pandemic, with no information on when this will be resumed. FD stated that there is no-one looking after all the CSW volunteers and he agreed to contact Inspector Phil Patterson, Neighbourhood Police for co-ordination.

FD

**Parking:** There has been a cluster of parking on the junction of Field House Lane and Filed House Close. FD would like to consider a change in priority if the parking worsens and becomes an obstruction issue.

FD

**11. Hepscoth Parish Hall Committee:**

A meeting had been held and agreement was made to reopen the hall within strict Covid-19 guidelines. Hand sanitisers have been ordered but not as yet received. The Bridge group is not meeting yet as participants would be unable to socially distance.

**12. Correspondence/Meetings and training attended:**

Nothing to report.

**13. Any other business:**

13.1 Planting of fruit trees in the Orchard was agreed.

13.2 Spring clean of shrubbery in village: CR/MP had walked around with Nick from All Seasons, who quoted £880 for the work to be done. This was agreed by all.

13.3 Parish Hall car parking: The drain in the car park has broken again. DC will investigate whether a repair is needed or if it would be better to replace the whole drain.

DC

13.4 Play Park: SJ to contact Andy Rochester re repairs.

SJ

13.5 Website: It was agreed to upgrade the website. SJ to contact Mike Henson

SJ

13.6 Computer and printer for Clerk: It was agreed that a new computer and printer should be purchased for the Parish Clerk. SJ will look into this asap.

SJ

13.7 SJ had checked on NCC website and noted that planning applications dating back to 2007 were recorded on their planning portal. The Northumberland Archives at Woodhorn Museum do not store planning applications and it was therefore agreed that all planning applications would be destroyed, only keeping any applications that are current.

13.8 SJ to chase up NCC regarding the removal of weeds at the entrance to the village on the side of the burn. SJ to stress that this is a flood risk.

SJ

**14. Date and time of next meeting:**

The next meeting will take place on Thursday 17 September 2020 at 6:30 pm in the Parish Hall, unless otherwise notified.

**Minutes taken and prepared by:**

**Sylvia Johnson, Parish Clerk/Responsible Financial Officer**

**Signed as a true copy: .....**

## ADDENDUM 1

### Details of planning applications discussed at the meeting of Hepscott Parish Council on Thursday 16 July 2020

- Land south west of Barmoor Farm, Barmoor, Hepscott - Outline permission for the demolition of an existing garage and erection of a single residential unit  
**Ref: 18/03873/OUT – Application refused by NCC – now appealed to Secretary of State**
- Westfield, Hepscott - Proposed new single-storey dwelling adjacent to Westfield, Hepscott  
**Ref: 18/04418/FUL – Application refused by NCC - now appealed to Secretary of State**
- Greenfield House, Hepscott – Demolition of 1 dwelling and replacement with 3 dwellings including access (2<sup>nd</sup> application)  
**Ref: 20/00385/OUT – Permitted**
- Land West Of Field House Hepscott Northumberland - Change of use of existing agricultural buildings and land to residential including conversion to 5 dwellings (as amended 29.01.2020)  
**Ref: 19/03789/FUL – Registered**
- South Lodge, South Lodge Wood, Hepscott - Minor alterations to the existing bathroom roof - removal of "nail sick" mono pitched roof and replace with new pitched/hipped ended roof  
**Ref: 20/01655/FUL – Registered**
- Rudchester, Hepscott - Demolish garage/outbuildings, construct 2 storey rear extension, move access to allow off street parking, and construct out buildings in garden  
**Ref: 20/01604/FUL – Registered**
- Greystoke, Hepscott - TPO - Crown lift x4 Corsican Pines and x1 Sycamore to 10m to remove all weak lower overhanging branches  
**Ref: 20/01837/FELTPO – Registered**
- Woodside, Dunces Houses, Hepscott - Retrospective: Proposed gates to plot entrance  
**Ref: 20/01550/FUL – Registered**

**ADDENDUM 2**  
**HEPSCOTT PARISH COUNCIL**  
**FLOOD SUB GROUP REPORT**  
**16<sup>th</sup> July 2020**

1. Meetings - we held a meeting of the Flood Group on Monday the 13<sup>th</sup> July to discuss an up and coming meeting with the Joint Flood Study.
  
2. Meeting with Joint Study Group is being organised for W/C 20<sup>th</sup> July 2020 on ZOOM with the following aims.
  - a. Validation of the model needs to confirm the information and photographs provided by the flood group for the 2008 floods.
  - b. Additional topographical surveys at the entrance to Crofts Park were carried out, what was the outcome?
  - c. We have been asked to suggest location for water storage solutions. A list has been forwarded.
  - d. We need to identify the current status of the model, EA approval and EA funding.
  
3. Other Issues:
  - a. An earth bund has been formed in the farmer's field at the rear of No 9 Crofts Park; the concern is that this may increase the risk of flooding in other areas.
  - b. Proposals for the Culverts running through the Orchard and Crofts Park.
  - c. Redhouse burn holding ponds interconnection.
  - d. Barratts SUDS management and holding pond.
  - e. Bellway SUDS management and holding pond.
  - f. Gully cleansing and road sweeping to stop gullies being blocked.
  
4. Hepscott Flood Wardens and the Hepscott Community Flood Plan

Nothing new to report.