

MELDON PARISH COUNCIL

Clerk: Miss Dee Smith

Email: Meldonparishcouncil@gmail.com

NOTICE OF MEETING

Dear Councillor

You are hereby summoned to attend the meeting of the Parish Council to be held in the Dyke Neuk, Meldon at 7.30pm on Wednesday 10th July 2024 for the purpose of transacting the following business. Members of the public and press are invited to attend.

AGENDA

1. Chairman's Announcements

2. Apologies for Absence

3. Declarations of Interest

Members are requested to advise Council of any Declarations of Interest appertaining to the following agenda items.

4. Public Participation Time

Members of the public present may address the Council at this point on the agenda. The Council reserves the right to respond or debate the issue at a later date.

A presentation on the Northumberland County Council Tree Planting Scheme will be given.

5. Police Update

The Clerk to give an update on the evening.

6. Northumberland County Councillor Update

7. Minutes of the Annual Meeting of Council held on 8th May 2024

To approve the above minutes of the Meeting held on 8th May 2024 (see appendix A).

8. Matters arising from previous Council meetings

To discuss any matters arising from previous meetings that are not listed on this agenda.

9. Parish Council Vacancies

Members are advised that there is currently one vacancy on the Parish Council.

Members are asked to consider co-option for this vacancy.

10. Town and Country Planning Act 1990

There are no planning applications to consider on this occasion.

11. Financial Matters

- a. Members are provided, for information, with a payments & receipts list and budgetary report up to 30th June 2024 (see appendices B & C).

12. Defibrillator – Molesden

A verbal update will be given on the night.

13. Highways

- a. To discuss any highways issues raised at the meeting.
- b. Local Transport Plan Capital Programme 2025-2026

Members are asked to consider the top three highways and transport priority issues for Meldon (see appendix D).

14. Environmental & Climate Change Issues

A verbal update will be given on the night.

15. Pigdon Update

An update will be given on the night.

16. Any Other Urgent Business

Members are asked to consider any other urgent business.

17. Date & Time of Next Meeting

The next meeting will take place on Wednesday 11th September 2024.

Yours sincerely

Miss Dee Smith
3rd July 2024

MELDON PARISH COUNCIL

**DRAFT ANNUAL MEETING MINUTES OF MEETING HELD ON
WEDNESDAY 8TH MAY 2024
AT 7.30PM IN DYKE NEUK, MELDON**

Present:

Councillors: G Sanger (Chairman)
H Waddington
A Taylor
A Frankland
J Garnett
A Lloyd

Clerk: Miss D Smith

Apologies: None

Three members of the public were also present.

The meeting commenced at 7.35pm.

1. Election of Chairman for 2024/25

Proposals for the Chairman were invited.

Councillor Sanger was proposed and seconded.

RESOLVED

The proposal was unanimously agreed.

2. Election of Vice-Chairman for 2024/25

Proposals for the Vice-Chairman were invited.

Councillor Frankland was proposed and seconded.

RESOLVED

The proposal was unanimously agreed.

3. Declarations of Interest

There were no declarations of interest on this occasion.

4. Parish Council Vacancies

Members were advised that there are two vacancies on the Parish Council and are asked to consider the co-option of two local residents. Completed co-option application forms were circulated prior to the meeting.

Members were also informed that Freddie Bowles has resigned from the Parish Council due to moving out of the area.

RESOLVED

- a. To co-opt Alan Driver and Peter Herzberg on to the Parish Council. Declaration of Office forms were duly signed.
- b. To advise Northumberland County Council (NCC) of the current vacancy.

5. Minutes of the meetings held on 10th April 2024

Members were asked to approve the draft minutes of the above meeting.

RESOLVED

That the above minutes, a copy of which has been previously circulated to each member, be approved and signed as correct by the Chairman.

6. Public Participation Time

There were no public questions on this occasion.

7. Police Update

Members were informed that no police update had been received for the last few months.

RESOLVED

To write to the new Police and Crime Commissioner expressing concerns over the lack of police updates.

8. Report from the County Councillor

There was no update on this occasion.

9. Matters Arising From Previous Council Meetings

There were no matters arising on this occasion.

10. Year End Accounts 2023/24

Members were asked to scrutinise and approve the following documents in relation to the Annual Governance and Accountability Return (AGAR) 2023/24.

- (i) Annual Internal Audit Report
- (ii) Section 1 – Annual Governance Statement
- (iii) Draft Accounts for 2023/24
- (iv) Section 2 – Accounting Statement and Explanation of Variances
- (v) Certificate of Exemption

RESOLVED

Members unanimously approved all of the above documents.

11. Financial Matters

- a. Members were provided with a payments & receipts list and budgetary report up to 30th April 2024.
- b. Members were asked to consider a grant request for support for Meldon churchyard maintenance.

RESOLVED

- a. To approve the payments and receipts list and budgetary report.
- b. To approve a grant of £900 to Meldon PCC.

12. Town and Country Planning Act 1990

Members were asked to consider planning application 24/01182/FUL – Pigdon Farm, Pigdon NE61 3SE: Proposed redevelopment of existing stable building(s) to create no.3 residential units.

RESOLVED

This application has been withdrawn.

13. Defibrillator - Molesden

Members were advised that all the residents of Molesden have received details and the code for the defibrillator. Online training is to be arranged and Councillor Lloyd is carrying out two weekly maintenance checks and updating the Circuit website.

RESOLVED

Information duly noted.

14. Highways
Members discussed highways issues within the parish.
RESOLVED
To arrange a site meeting with NCC at current problem areas in the parish.
15. Environment & Climate Change Issues
There was no update on this occasion.
16. Pigdon Update
There was no update on this occasion.
17. Any Other Urgent Business
There was no other business on this occasion.
18. Date & Time of Next Meeting
The next meeting will take place on Wednesday 10th July 2024.

The meeting concluded at 8.15pm.

APPENDIX B - FINANCIAL LIST

Payments

Date	Payment Method	Supplier		£ p
19.05.24	Bacs	Meldon Church	Grant funding	900.00
24.05.2024	Bacs	HMRC	PAYE Apr 24	15.00
24.05.2024	Bacs	Miss Dee Smith	Salary May 24	60.00
24.06.2024	Bacs	HMRC	PAYE May 24	15.00
24.06.2024	Bacs	Miss Dee Smith	Salary June 24	60.00

Receipts

Date	Payment Method	Supplier		£ p
15.05.2024		HMRC	VAT reclaim 23/24	464.78

Meldon Parish Council

Priority	Feedback
30mph speed limit in Pigdon	Pigdon does not meet the minimum criteria for a 30mph speed limit because there is only a small amount of development over a short distance. Average speeds in Pigdon are generally below 30mph, which suggests the existing road layout is leading to lower speeds.
Extra bend warning signage in Pigdon	This has been included in the LTP Programme.



Northumberland County Council

Northumberland Local Transport Plan (LTP) Capital Programme

Town and Parish Council notes for Guidance

Criteria for LTP Schemes

Introduction

Each year we prepare a capital programme of works in line with the long term LTP strategy. The long term Northumberland LTP strategy has been replaced with the North East Transport Plan (NETP).

Significant work goes on throughout the year to develop this programme from existing known issues and from collected data.

As part of preparing the annual LTP capital programme we like to know what your top three highways and transport priority issues are for your area, so that they can be considered for inclusion in the LTP Capital Programme.

Requests for improvements and maintenance received from the local community over time are recorded in the Directory of Requests database held by the County Council. Details of the requests that have been made within your area throughout the year are provided to assist in consideration of potential priorities.

When submitting priorities, please give as much information as possible, including the location and the reason for the priority, i.e., what is the issue that needs to be addressed? (e.g., pedestrian safety, speeding traffic). In each case it is the "issue" that is assessed, not any proposed solution.

The requests are assessed by officers in Technical Services. Our assessment criteria are aligned with those of the NETP.

The priorities submitted are discussed with County Council Members in the autumn for their comment before the final draft programme is developed and presented to the Local Area Councils for final comment (usually in February), prior to the final approval of the LTP capital programme in March.

The LTP programme is capital funding. It cannot be used for revenue funded schemes, such as public transport services or pothole repairs or general maintenance. Requests for new or improved bus or rail services will therefore be forwarded to the Public Transport Team who liaise with operators, (public transport infrastructure, e.g. raised kerbs at bus stops, is eligible for LTP funding). Routine maintenance requests such as pothole filling or ditch clearance will be forwarded to the relevant Highway Area.

We would note that as the demand for schemes significantly outweighs the funding available it is impossible to approve all the requests that we receive in the annual programme.

Requests are assessed against the following criteria:

- a) Overcome Inequality and Grow Our Economy
- b) Carbon Neutral Transport
- c) Healthier North East
- d) Appealing Sustainable Transport Choices
- e) Safe, secure network.

Other Criteria:

- f) Part of a package of measures
- g) Community Priority
- h) Attracts External Funding or Synergy with other projects

Scoring

- 2 = contributes to the criteria
1 = makes some contribution
0 = no contribution

The potential cost of schemes is also considered when developing the programme. For instance, the total funding provided annually by central government for LTP highways improvements is approximately £1.7m. Given the wide spread of improvement projects for road safety, cycling and walking, speed reduction, junction improvements etc it is unlikely that individual schemes requiring significant funding will be included in the annual LTP capital programme (eg major junction improvements, extensive cycleways)

Integrated Transport (Highway Improvement) Schemes

Integrated Transport schemes provide improvements to the existing highway network. They can include improvements to footways and cycleways, pedestrian crossings, road safety schemes, dropped kerbs, bus stop improvements, junction improvements, improvements to signs and road markings, speed management and changes to parking restrictions. The below provides some further information on some of these issues.

- Safety Schemes are assessed according to the number and severity of personal injury accidents from Police records.
- Speed management requests will be first discussed with the Police to consider any necessary enforcement intervention and may, if appropriate, be subject to a formal speeding survey before being considered for inclusion in the programme.
- This authority has a set policy for the introduction of local speed limits, which is based on national guidelines provided by the Department for Transport. This is predominantly based on road environment and the length and density of frontage development sufficient to justify the limit. The minimum requirement is for a distance of 600 metres of continuous frontage development.
- The County Council does not fund speed limit interactive signs. These are usually funded through Members Local Improvement Scheme allocations or by Town or Parish councils' contributions with agreements necessary to ensure Town or Parish Councils are aware of their commitments to fund the future costs of management and maintenance of these signs.

- ROSPA national guidance recommends that 20mph zones only be considered in residential areas and streets or in urban environments with a significant pedestrian interaction. 20mph zones should not be considered on strategic routes or through routes.
- When a request for a pedestrian crossing facility is received and is felt to be feasible for consideration a pedestrian/vehicle (PV2) survey is carried out for a two and a half hour period in the morning and afternoon, during school term. The survey involves recording the traffic flow and pedestrian crossing flow over a 50m length either side of the proposed crossing point. The policy adopted by the County Council is that where sites return a PV2 value of 0.2 or higher the provision of a crossing facility will be investigated further (this is dependent on funding being identified for the scheme and the location being suitable for introduction of a pedestrian crossing). However, where the PV2 value is below 0.2 the site is considered inappropriate for such a facility and no further investigation takes place.
- Northumberland County Council does not fund Resident Permit Schemes through the LTP. Although we receive regular requests for the introduction of Resident Permit Schemes as a means easing parking pressures in residential areas these are usually funded through Members Local Improvement Scheme allocations or by Town or Parish councils' contributions. The primary aim of a 'Resident Permit Parking' scheme is to protect residents, who live adjacent or close to settlement centres, from external parking pressures. They generally do not solve the majority of resident parking issues and in many circumstances create further ongoing problems. It should be noted that there is no right to park on a particular part of the highway and the only legal right a driver has is to pass and re-pass.
- Issues concerning traffic regulation (e.g., parking restrictions) are also considered as part of this annual review, rather than on an ad hoc basis throughout the year. This enables county wide priorities to be established.

Roads, Bridges & Public Rights of Way Maintenance

- The road, footway and bridge maintenance programme is developed largely from condition surveys. Foot/cycleway maintenance is prioritised from condition surveys, and on lengths where a lot of reactive maintenance work has been carried out and/or complaints from the public have been received.
- Public rights of way schemes are identified by the Countryside Access Team following consultation with path users. Works focus on meeting the Council's statutory duty by repairing flood damage or river erosion and improving the surface and drainage of damaged and well used paths in popular walking/riding areas.

Should you have any queries, officers will be happy to provide advice as necessary. Please contact highwaysprogramme@northumberland.gov.uk or contact Tel: 0345 600 6400