

# Slaley Parish Council

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1<sup>st</sup> April 2024

I hereby give notice that **the Meeting of Slaley Parish Council** will be held on **Monday 8<sup>th</sup> April 2024** in the **Community Room, Slaley Commemoration Hall, at 7.30pm.** to which you are summoned for the transaction of the following business.

Signed: *Ian Stevens*  
(Chairman of Slaley Parish Council)

## AGENDA

1. **Apologies for Absence**
2. **Public Participation**
3. **Short Address by County Councillor Colin Horncastle**
4. **Declarations of Interest**
5. **Minutes of Meeting Held on Monday 11<sup>th</sup> March 2024**
  - a. Approval of minutes
  - b. Review of actions
  - c. Matters arising
6. **Correspondence of significant note**

*(Councillors are reminded that all Council related email correspondence can be viewed at [slaleyipc@gmail.com](mailto:slaleyipc@gmail.com))*

  - a. **From: Mr. D. Innes, Slaley Leek Club** – grant application via email dated 28/03/24. See also agenda item 8 c. i..
  - b. **From: Mazars Accountants** – notification (via email dated 27/03/24) of the requirement to complete the 2023/24 Annual Governance and Accountability Return (AGAR) by 30/06/24. Councillor Stevens acknowledged receipt of the correspondence as requested on 28/03/24).

- c. **From: Emperor Developments, Affordable Housing** – a request (via email dated 27/03/24) from Emperor Developments that Slaley Parish Council provide a statement or letter supporting the pre-planning application for additional proposed affordable housing in the village. See also agenda item 8 i..
- d. **From: Mrs. L. Watts, Slaley Women’s Institute** – grant application via email dated 23/03/24. See also agenda item 8 c. ii..
- e. **From: Councillor Douglas in her guise as Chair of Slaley Show** – email dated 21/03/24 thanking the Parish Council for their financial support in relation to Slaley Show and how it has encouraged other grant bodies to support it.
- f. **To: Northumberland County Council Planning Enforcement Team** – via email (dated 19/03/24) Councillor Stevens requested feedback on the visit that had been made to Townfoot Caravan Park the previous week.

## 7. Approaches Made to Councillors directly

### a. Correspondence

- i. **From: Northumbrian Water** – email dated 29/03/24 highlighting the work Northumbrian Water will be carrying out at the sewerage treatment works in Slaley, circa June 2024.

**Note:** The Parish Council responded to planning application for this work with ‘No Objection’ on 28/03/24.

### b. Personal

- i. Townfoot Caravan Park – Councillor Stevens was contacted by phone and email (on 19/03/24) by a Parish resident regarding tree felling at the site. Councillor Stevens advised that the Parish Council awaited feedback from the planning enforcement team regarding this issue, in terms of what action could be taken.

## 8. New Items

### a. **Review of Outstanding Actions for 2023/24** (led by Cllr Stevens)

Review and update of actions log.

### b. **Recruiting a new Parish Clerk/RFO** (led by Cllr Stevens)

Update on current recruitment position

### c. **Grant Applications** (led by Cllr Stevens)

To coincide with the current grant application window, two applications have been received. Councillors are requested to consider:

- i. Slaley leek Club application for £433. Relevant documents can be found on the Parish Council’s Google Drive at *My Drive - Grant Applications - April 2024 - Slaley Leek Club*

- ii. Slaley Women's Institute application for £300. Relevant documents can be found on the Parish Council's Google Drive at *My Drive - Grant Applications - April 2024 - Women's Institute*

**d. Approval of Parish Council Risk Assessment (led by Cllr Stevens)**

The chair will seek the approval of Councillors for the updated Parish Council risk assessment.

A copy of the risk assessment can be found on the Parish Council's Google Drive at *My Drive – Parish Council Risk Assessment – 2024*.

**e. Food Hygiene Course (led by Cllr Douglas)**

Councillor Douglas has been approached by a number of residents with a request that the Parish Council a food hygiene course at Slaley Commemoration Hall. I will look into that: can we have it on the agenda for April please - both the concept and practicalities of the Parish Councils involvement in such a venture

**f. Parish Council/Community Interaction (led by Cllr Stevens)**

Councillor Stevens seeks to propose that a trail of a Parish Council 'surgery' be conducted for a period of four months from June 2024 at Slaley Community Shop, with a view that it would provide Slaley residents with another mechanism to interact with their Council. The proposal will include the following, that the surgery:

- i. be held monthly, on a Monday, two weeks prior to a Parish Council meeting, in order that any items to be addressed by Councillors can appear appropriately on the agenda
- ii. runs between 10:30 and 12:00
- iii. be advertised both prior to it being held and whilst in session (the latter with a feather flag/banner or similar (circa £200)
- iv. concept be reviewed following the trial period, to determine its value

**g. Feedback From Year End and Transparency Course (led by Cllr Stevens)**

Councillor Stevens attended this on-line training course Northumberland Association of Local Councils organised on 19/03/24 (attendance having been approved by Councillors in January 2024). This agenda item will allow him to feed back some of the more salient points from it to Councillors.

**h. Timings of Parish Council/Related Meetings in May 2024 (led by Cllr Stevens)**

It was agreed at the Parish Council meeting of March 2024 that the three meetings 'involving' the Parish Council all be held on 13/05/24. The proposed times for each meeting, which require Councillors approval are proposed as follows:

- Annual Parish Meeting – 18:00
- The Parish Council Annual General Meeting – 18:45
- The Parish Council's scheduled May Meeting – 19:30

**i. Slaley Housing Needs Assessment (led by Cllr Stevens)**

Imperator Developments have requested that Slaley Parish Council provide a statement/letter supporting the pre-planning application for additional proposed affordable housing in the village. This agenda item will allow Councillors to discuss that request.

Relevant information can be found on the Parish Council's Google Drive in the Folder marked *Parish Housing Needs*. Its content should be noted prior to this meeting.

**j. Town and Parish Council Conference (led by Cllr Douglas)**

Councillor Douglas attended this conference on 14/03/24 on behalf of Slaley Parish Council. This agenda item will allow her to feed back some of the more salient points from it to Councillors.

## **9. Planning Applications**

- a. **Proposal:** Variation of Condition 3 (Time Constraint on Occupancy) on approved application T/90/E/256 - to allow the site to be open all year around.  
**Location:** Townfoot Cravan Park, Slaley, Hexham, Northumberland, NE47 0BQ.  
**Applicant:** Mr. J. Miller..  
**Application:** No. 23/02649/VARYCO.  
**Status:** PERMITTED.
- b. **Proposal:** Removal of Condition 2 (dwelling is required in the interest of agriculture) on approved application T/79/E/340.  
**Location:** Trygill Farm Cottage, Slaley, Hexham, Northumberland, NE47 0BY.  
**Applicant:** Anne Lumley.  
**Application:** 24/00916/VARYCO.  
**Status:** Observations required by 16/04/24.

- c. **Proposal:** Change of use of land from agricultural to sewage treatment works, new vehicular access, installation of kiosk, fencing/gate, associated works and landscaping.

**Location:** Sewage Works Hexham Northumberland NE47 0BL.

**Applicant:** C/O Agent.

**Application No.:** 24/00791/FUL.

**Status:** The window for comment for this application was between 12/03/24 and 02/04/24. This fell outside the Parish Council's meeting cycle so the issue was dealt with via email by the Chairman and fellow Councillors. No objections were raised and the planning team at Northumberland County Council were advised of this on 28/03/24.

**10. Finances** (led by Cllr Taylor)

- a. Current account overview.
- b. Instant Online interest account.
- c. Financial Overview of Council funds.

**11. Any Other Business/Urgent Matters**

*Only items received by the Chair of the Parish Council at least 24 hours in advance of the meeting will be considered.*

None as of 1<sup>st</sup> April 2024.

**12. Date of Next Meeting**

Monday 13<sup>th</sup> May 2024 at 19:30.