

## PONTELAND TOWN COUNCIL

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1 March 2023

To: ALL MEMBERS OF PONTELAND TOWN COUNCIL

I hereby give notice that the Meeting of Ponteland Town Council will be held on **WEDNESDAY 8<sup>TH</sup> MARCH 2023 at 6.15 p.m. IN MERTON HALL. THE MEETING WILL BE PRECEDED BY PUBLIC QUESTION TIME WHICH WILL COMMENCE AT 6.15 P.M. PLEASE NOTE IF THERE ARE NO QUESTIONS THE COUNCIL MEETING WILL COMMENCE AT 6.15 p.m. PLEASE NOTE THE REVISED MEETING TIME AND VENUE.**

Yours sincerely



K MAVIN

*Clerk to the Council*

### AGENDA

- 122 APOLOGIES FOR ABSENCE
- 123 DECLARATIONS OF INTEREST – Councillors are requested to declare any items of interest relating to the business to be conducted.
- 124. MINUTES OF THE COUNCIL MEETING HELD ON 8 FEBRUARY 2023 -  
Copy attached
- 125. MATTERS ARISING
- 126. PLANNING
  - i) Planning Committee – Minutes of meetings held on 31 January and 14 February 2023 are attached for information.
  - (ii) Report on recent planning decisions
- 127. GRANT APPLICATION
  - (i) Application from organisers of Party in the Park for 2023 event – To follow

- 127A. REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS –  
Report attached
128. HIGHWAYS WORKING PARTY  
Minutes of a meeting of the above Working Party held on 15  
February 2023 are attached for consideration.
- 129 EVENTS WORKING PARTY  
Minutes of a meeting of the above Working Party held on 15  
February 2023 are attached for consideration.
130. NORTHUMBERLAND COUNTY COUNCIL REPORT
- 131 MAYOR'S REPORT  
(i) Mayor's report attached.
- 132 REPORTS BY TOWN COUNCIL REPRESENTATIVES ON LOCAL  
ORGANISATIONS
133. ACCOUNTS/BANK RECONCILIATION/BUDGET REPORT – Reports  
Attached

**EXCLUSION OF PRESS AND PUBLIC – Councillors are asked to pass the following resolution -** That under Section 100A (4) of the Local Government act 1972, the press and public be excluded from the meeting during the disclosure of the following item on the agenda as they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act.

134. MERITORIOUS SERVICE AWARD – To decide on the recipient of the award for 2023.
135. STAFFING COMMITTEE – Minutes of a meeting of the Staffing Committee held on 1<sup>st</sup> March are attached.

**PONTELAND TOWN COUNCIL**  
**Report by Clerk to the Council**  
**Report to March 2023 Council meeting**  
**Report re review of Standing Orders and**  
**Financial Regulations**

**Agenda item number 127A**

Councillors are reminded that a review of Standing Orders and Financial Regulations must be carried out on an annual basis.

It was agreed at the November Town Council meeting to appoint the Mayor, Councillors A Hall, Mrs K Overbury and A Varley to examine the Standing Orders and Financial Regulations and to report back to the Council before the end of the financial year.

The suggested amendments are set out below. **unless the amendments are minor such as change of uppercase to lowercase etc or the inclusion of a word such as 'the'**: There are no suggested amendments to Financial Regulations.

**Standing Orders**

Page 9 SO 2(k) – Covid-19 Modification to Meetings – This was changed last year and it is suggested that the words *'The Town Council currently holds some meetings remotely which the public cannot attend'* should be deleted.

Page 13 SO 5xxv – Motions not requiring written notice – suggest an additional sentence at the end to state *'All Councillors are expected to produce a written report for presentation to the next available Town Council meeting'*.

Page 17 SO 7 – Code of Conduct – Add in item g at the end of this Standing Order as follows:

*'Councillors should only use the title of Mayor, Deputy Mayor and Councillor when on official business representing the Town Council'*.

**Recommendation – The Council is requested to approve the suggested amendments to Standing Orders as set out in the report.**

# PONTELAND TOWN COUNCIL

## NOTES OF THE HIGHWAYS WORKING PARTY MEETING HELD AT THE TOWN COUNCIL OFFICES ON 15 FEBRUARY 2023

Present: Councillors Mr A Hall (in the chair), L Darwin, R Dodd, C Greenwell, A Varley and K Woodrow.

Also, in attendance Mr R McKenzie, NCC Highways.

### **1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Sehgal.

### **2. MINUTES OF THE LAST MEETINGS HELD ON 2 NOVEMBER 2022**

The Minutes had been circulated and had been agreed by the Council.

In relation to item 2, it was reported that a site meeting had taken place regarding the junctions on Darras Hall and North Road that may benefit from improvements. A list of junctions had been sent to Mr McKenzie. Councillor Dodd felt that the most important junction was the one from Eastern Way that crossed the estate at various point. There had been multiple accidents and the BT box was a major issue.

Mr McKenzie stated that BT would need a compelling reason to move the box however, he agreed to look at this area and report back on possible measures that could be taken.

The Chair reported that he had written to the DHEC regarding overhanging trees and hedges which were a contributory factor with these junctions and he advised members of the response he had received.

In relation to item 3, Councillor Darwin asked if Mr McKenzie could report back to him re any suitable signage that could be installed at Callerton Court.

Councillor Darwin had also asked if NCC would be able to provide a parking enforcement officer a few days per month to patrol some of the residential areas with double yellow lines. The cost of this service could possibly be met by the Town Council if his colleagues agreed. The Clerk had written to Parking Services at NCC but had not yet received a response.

Other Town Councils seemed to be able to provide this service via NCC.

Further to item 5, the Chair reported that he had met with a resident who lived close to the A696 near to the Golf Club. The resident had pointed out the condition of the footpath and the Clerk was asked to report this to NCC. The problem area was from the area outside of the Fairney Edge estate up to Sainsburys. Councillor Greenwell reported on a treatment laid on the North Road footpaths some years ago which had worked well.

Councillor Darwin mentioned that the gullies seemed to be blocked in this area.

Mr McKenzie reported that a speed survey had been carried out at the other end of the A696 at the Beeches. This showed the average speed of vehicles at 27 mph travelling east and 30 mph travelling west. This did not meet the criteria for any speed intervention measures. It was agreed that this item would be removed from the list.

Further to item 7, the Clerk reported that the resident had asked for an update re the use of Section 106 funding for the Bellway estate. The Clerk had contacted Mr McKenzie who had said that initial work was starting to devise a scheme to alleviate the pinch point at the Thornhill Road junction.

In relation to item 8, the resident had also requested an update on work to an overgrown path from the North Road leading to Smallburn. This had been reported by the Clerk and the Highways Inspector had struggled to find the path. Further clarification was sought from the resident and the work would now be carried out.

### **3. EMAIL FROM NCC RE APPLICATIONS OPEN FOR THIS YEARS DISTRIBUTION OF ELECTRIC VEHICLE (EV) CHARGING POINTS**

A copy of the information received from NCC re the above had been circulated. Requests had to be made by 28 February 2023.

Various suggestions were made but none of them were close to households which parked on the street which was one of the criteria to be met.

Ponteland did have a number of EV charging points including around 7 or 8 at the school and leisure complex for public use.

It was reported that there may be future interest for an EV charging point from the Memorial Hall Trustees, but they were not yet in a position to make a bid.

It was agreed – That the information be noted.

### **4. NORTH ROAD**

The Clerk reminded members that emails re the impending review of timber logging wagons were still being received in response to a letter sent out by the MP in December 2022.

The Town Council had been advised that the review was being held up due to a lack of response by the timber companies.

In the letter sent out by the MP, residents had been asked to advise the Town Council if they wanted to see fewer logging wagons coming through Ponteland. All residents who had written to the Town Council were in favour of less wagons and had also raised other issues relating to speeding etc.

The Clerk had collated all responses and she was advised to send them to NCC.

She would also inform members when the consultation information had been received.

It was agreed – The Clerk send the information received to date to NCC and report to Town Councillors when the review was received.

### **5. PROBLEM WITH INCONSIDERATE PARKING AT PONT VIEW**

Members were aware of the background to this issue which related to one household in Pont View causing issues for others with the amount of parking near to their property. Two residents had visited the office to ask if the Town Council could do anything about this problem. They were concerned that the grassed area at the turning circle was being destroyed.

NCC had previously written to residents asking them not to park in the turning circle.

The Town Council did not own the grassed area.

After a long discussion on this matter, it was felt that no action should be taken at this time as the erection of a fence, boulders or signage would push the problem further down Pont View.

It was agreed – To take no further action on this matter at present for the reason outlined above.

### **6. E-PETITION LODGED WITH NCC BY RESIDENTS OF JAMESON MANOR**

The Town Council had been informed that an e-petition had been lodged with NCC by residents of the above estate who were requesting additional speed control measures.

Two of the residents had attended the February Town Council meeting where they had been given the opportunity to outline their request.

They had indicated that they hoped to attend the March meeting however, the Clerk had replied and said that other than submitting a public question, it would not be possible to speak again at the meeting as there were two other groups to accommodate.

Councillors discussed the situation, and it was suggested that the Town Council could help with the issue by installing another speed indicator display sign on the way out of Ponteland towards the estate entrance. The cost was around £4000 plus the installation of a post. It was agreed to recommend this to the Town Council for approval subject to Mr McKenzie finding a suitable location on this stretch of road.

It was stated that any further measures to reduce speed in this location would have to be carried out by NCC who would look into this following consideration of the petition.

The Chair stated that he would write to the residents who had attended the Council meeting and advise them of the discussion at the meeting today.

**It was recommended – That the Council be asked to agree in principle to the installation of a further speed indicator display (SID) sign at the appropriate location on the road leading out of Ponteland towards the Jameson Manor estate.**

## **7. CYCLE SCHEMES**

Members were reminded of two ongoing cycle schemes which had been out for consultation. The second one related to a stretch of the Prestwick Carr Road. This information had been circulated to members recently although there was very little detail available. The Clerk was asked to see if any additional information was available.

It was agreed – The information be noted.

## **8. ONGOING COMPLAINT ABOUT CONDITION OF THE A696 AT BELL VILLAS**

This item had been dealt with under item 2 above.

## **9. REQUEST FOR PROVISION OF GRIT BINS AT MEDBURN**

A report re the above had been circulated.

Councillor Greenwell explained that she had been copied into emails relating to a serious accident involving a close family member.

This had led to a request for the installation of four grit bins by a resident of Medburn who was not a relation.

It was reported that a request should be made to NCC in the first instance and if this did not meet the criteria then a request could be made to the Town Council. The Clerk reported that parish and town councils could request grits bins and NCC would charge £250 for the installation which included two fills in the first year with an ongoing payment of £125 in subsequent years for three fills of the bin.

Councillor Greenwell agreed to pass this information on to the resident.

It was agreed – That Councillor Greenwell forward the relevant information relating to grit bins to the resident concerned.

## **10. OUTSTANDING MATTERS LIST.**

An outstanding matters list had been circulated for consideration.

Mr McKenzie and the Clerk reported on a number of outstanding matters as set out below:

### **Update of North Road/Thornhill Road new layout.**

This had been discussed earlier in the meeting. It was noted that work was ongoing to use section 106 monies to improve the pinch point at the junction of Thornhill Road.

### **Extension of Swan neck lighting**

The installation had taken place in late 2022. There were some snagging issues outstanding which had been reported to NCC.

### **Railings on Cheviot View.**

This work had been carried out. This task was complete and would be removed from the list.

### **Overhanging trees blocking streetlights**

This had been discussed under item 2 and it was agreed this could be removed from the list.

### **Update on Broadway shops including roads and footpaths**

This was on a list to work to be carried out by NCC. There was some discussion on this issue and a general agreement that some work was needed. It was agreed this would be a future project which would be discussed at a later date.

### **Merton way North Car Park – lack of signage.**

It was reported that an officer had been given this task to complete at NCC.

Councillor Darwin asked if the signage at the car parks could be reviewed as it appeared to be unclear that the parking was free.

### **Condition of road at top of Western Way turning onto Stamfordham road.**

This was on a list of road improvements to be carried out next year.

### **Request to turn planted area outside Click-em-in into footpath.**

This was on a list of work to be carried out.

### **Email from resident re speeding traffic on A696**

This had been dealt with under item 2 above. The results of the most recent survey carried out at the Beeches had been reported and it was agreed that this item could be removed from the list.

### **Report re junctions on Darras Hall/North Road**

This had also been dealt with under item 2.

### **Request for additional signage at Callerton Court**

Councillor Darwin had agreed to meet the cost of suitable additional signage at this location. Mr McKenzie agreed to examine this and report back to Councillor Darwin.

### **Speeding on Callerton Lane**

This area had been examined by Highways and it was recommended that the road markings should be refreshed.

### **Housing estate name.**

There was some discussion on this issue which had been on the list for a number of years. It was stated that the Pandemic had delayed any action on this. However after some consideration it was agreed that the estate should be called 'Thornhill Estate' and contact would need to be made with NCC as to how to progress this. Councillor Darwin agreed to make initial contact with NCC.

### **Junction at the A69/Throckley**

This work had not yet been carried out.

### **Road markings between Dobbies roundabout and Prestwick Road Ends**

This work had not yet been carried out.

### **Parking in turning layby at Pont View**

This item had been dealt with under item 5.

### **Complaint re condition of footpath from Blackbird to Henderson Court**

It was unclear what the problem was with the footpath which required clarification.

### **Report of dangerous tree at the Golf Club**

Councillor Greenwell had raised this tree some time ago and the Clerk had reported it via the NCC website several times.

**Poor condition of steps at the top and bottom of the car park near to the play area on Callerton Lane**

This item had been raised by Councillor Sehgal. The Clerk had arranged for photos of the steps to be taken and it was unclear what the problems were. Mr McKenzie stated that this was an issue for the school and was not a highways matter. The Clerk would seek clarification on the problem from Councillor Sehgal. This item was to be removed from the list.

**11. DATE OF NEXT MEETING**

A meeting would be arranged in April 2023.