

# PONTELAND TOWN COUNCIL

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5 July 2023

To: ALL MEMBERS OF PONTELAND TOWN COUNCIL
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I hereby give notice that a Meeting of Ponteland Town Council will be held on **WEDNESDAY 12<sup>th</sup> JULY 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.**

Yours sincerely

  
K MAVIN  
Clerk to the Council

## AGENDA

- 33. APOLOGIES FOR ABSENCE
- 34. DECLARATIONS OF INTEREST
- 35. MINUTES OF THE COUNCIL MEETING HELD ON 14 JUNE 2023
- 36. MATTERS ARISING
- 37. PLANNING
  - (i) Planning Committee – Minutes of meetings held on 6 and 20 June 2023 – copies attached for information
  - (ii) Report on recent planning decisions
- 38. GRANT APPLICATIONS
  - (i) Citizens Advice Northumberland – see attached
  - (ii) NE Youth – application towards room hire for youth club - see attached.
- 39. REQUEST TO USE PONTELAND PARK – See attached

40. HIGHWAYS WORKING PARTY - Minutes of a meeting held on 12 June  
– Minutes attached together with a draft letter to NCC re the LTP for  
2024-25 for approval.
41. NORTHUMBERLAND COUNTY COUNCIL REPORT
42. MAYOR'S REPORT  
(i) Mayor's report
43. REPORTS BY TOWN COUNCIL REPRESENTATIVES ON LOCAL  
ORGANISATIONS
44. ACCOUNTS/BANK RECONCILIATION/BUDGET REPORT – See  
attached

**PONTELAND TOWN COUNCIL**  
**Report by Clerk to the Council**  
**Report to July 2023 Council meeting**  
**Report re grant applications**

**Agenda item number 38**

Two grant applications have been received which require consideration by the Council.

The first is from Citizens Advice Northumberland who are seeking donations from parish and town councils in the county.

The second application is from NE Youth who are requesting a grant of £1200 to meet the cost of room rental at Merton Hall for one night per week to hold the youth club. A similar grant was agreed last year but only half of the sum was paid. As mentioned at the June Council meeting, funds have been carried forward to meet the second half of the £1200 which should have been paid in 2022-23.

A recent report on youth work carried out has been received from NE Youth which has been circulated to Councillors.

Councillors are reminded that the sum of £4000 is available in the donations budget heading and an amount of £1380 has already been expended from grants awarded in April and June 2023. This leaves the sum of £2620 remaining in the budget heading.

If the grant of £1200 is approved funding will be met from the youth work budget heading.

Councillors are asked to consider the grant applications from the Citizens Advice Northumberland and NE Youth.

**Recommendation –**

- (i) The Council is asked to consider the grant application Citizens Advice Northumberland.**
- (ii) The Council is asked to consider the grant application from NE Youth.**

**Enclosures**

- (i) Grant application form from Citizens Advice Northumberland**
- (ii) Grant application form from NE Youth.**



## **GRANT APPLICATION FORM** **VOLUNTARY ORGANISATIONS**

### **FINANCIAL YEAR 2023-24**

Applicant	Citizens Advice Northumberland					
Organisation & Charity number if applicable	Charity No. 1155717					
Address	Unit Six, Sovereign House, Sovereign Business Park, Jubilee Industrial Estate, Ashington, Northumberland, NE63 8UG					
Telephone Number & Email address	01670 339985					
Bank Details Sort code and Account number						
What year was your Organisation formed?	2014 – an amalgamation of previous CABs in the county					
What is your current Membership and how much are subscriptions?	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Senior</td><td style="width: 50%; text-align: center;">Junior</td></tr> <tr> <td colspan="2" style="text-align: center;">N/A</td></tr> </table>		Senior	Junior	N/A	
Senior	Junior					
N/A						
Organisation's Aims and Objectives	<p>Our organisation's two aims are:</p> <ul style="list-style-type: none"> <li>to provide quality marked information, advice and casework services on a wide range of subjects including welfare benefits, debt, employment and housing,</li> <li>to advocate for an improvement to the policies and practices that affect people's daily lives through our research and campaigns work.</li> </ul> <p>In alignment with National Citizens Advice, we value diversity, promote equality and challenge discrimination</p>					

	within our daily work and operations
Description of Project or purpose for which a grant is required.	We are seeking a contribution towards the running costs of the organization. Many of our projects, such as energy advice, debt advice and community advice, are supported by contributions from funders that cover staff and equipment costs. We rely heavily on contributions from others, such as Town and Parish Councils, to cover running costs including accommodation, utilities etc.
Estimated Total Cost	N/A
Amount Requested from Ponteland Town Council	At the discretion of the Council
What funds are available from your Organisation towards this project?	N/A
Have other Authorities or sources for funds been approached for funds towards this project?	We receive funds towards running costs from Northumberland CC, some philanthropic foundations and more than fifty Town and Parish Councils.
What were the results from these Applications? (please indicate amounts pledged)	Town and Parish Councils contributed approx. £60,000 in total last year.
Have you any plans for raising the additional finance for the project?	N/A
Please confirm the proportion of the grant that will be spent in Ponteland.	Please see the summary report attached, showing key statistics for the support and advice services delivered to residents of Ponteland last year.

### DECLARATION

<p><b>I HEARBY DECLARE ON BEHALF OF</b></p> <p>Citizens Advice Northumberland</p>
<p><b>THAT:</b></p> <ul style="list-style-type: none"> <li>(i) This application is submitted on behalf of a non-profit making Voluntary Organisation</li> <li>(ii) To the best of the Organisation's knowledge, the particulars on this application are correct</li> </ul> <p>I undertake, on behalf of the Organisation, that the grant or such part of it as Ponteland Town Council may determine, will be repaid in the event that the</p>

Organisation is found to be in breach of the above, or if the facilities cease to be used for the purpose for which the grant is give, or if the project winds up within five years.

SIGNED:  
Abi Conway

STATUS: Chief Executive

DATE: 8.6.2023



## **GRANT APPLICATION FORM** **VOLUNTARY ORGANISATIONS**

### **FINANCIAL YEAR 2023-24**

Applicant	Caroline Evans	
Organisation & Charity number if applicable	NE Youth 1139518	
Address	NE Youth, The New Inn, Bridge Street, Blaydon upon Tyne, NE21 4JJ	
Telephone Number & Email address	( ) ( )	
Bank Details Sort code and Account number	( ) ( )	
What year was your Organisation formed?	1935	
What is your current Membership and how much are subscriptions?	Senior  	Junior  
	We do not have a public membership for participants. Young people who engage with us are signed up to our database to participate.	
Organisation's Aims and Objectives	NE Youth was founded in 1935 and supports the development of children and young people aged 11-25 across the North East. Our mission is to provide a high quality, diverse and positive youth offer through our own services and by providing our members with relevant information, advice and support.  Our direct youth work takes place across the North East, and we aim to give young people the opportunity to discuss issues that impact their lives, and also access information and advice. We also support over 140	

	<p>member organisations and we offer a blend of support services such as infrastructure support, training, quality assurance, onward grants, events and activities for their young people and resource pools.</p> <p>In 2022/23, we worked with 2,384 young people directly through our diverse range of programmes and had an indirect reach of over 90,000 through our membership network.</p> <p>Three core values underpin our youth offer; Involve – young people are involved in communities and positive activities, Enjoy – young people enjoy their lives and the communities where they live. Achieve – young people are prepared for the future and are recognised for their achievements.</p>
Description of Project or purpose for which a grant is required.	<p>We are applying for continual funding for room hire of the Murton Community Room for Thursday evenings for work with young people.</p> <p>We have been able to deliver a wider range of issue based workshops and received external providers into the session to inform and engage the young people far more than on detached sessions.</p> <p>The young people have really engaged with the activities including a DJ and art project, Drug awareness and knife crime workshops as well as benefitting from food and drinks.</p> <p>They also love playing bingo and card games and staying safe and warm inside.</p>
Estimated Total Cost	The cost of the room is £12 per hour so £24 per session for 50 sessions (from 1 <sup>st</sup> April 2023 -31 <sup>st</sup> March 2024) = £1200.00
Amount Requested from Ponteland Town Council	1200.00
What funds are available from your Organisation towards this project?	We currently cover the costs of the activities and refreshments for the sessions which are budgeted at £20 per session totaling £2120.00 but we also fund occasional and one off support costs, for example providing pizza as celebration when they complete projects, we have also bought football boots for one YP to enable him to engage in sessions and pursue his interest.



Have other Authorities or sources for funds been approached for funds towards this project?	Not for room hire. But we are always making attempts to find funding for small pots for additional activities and opportunities.
What were the results from these Applications? (please indicate amounts pledged)	NA
Have you any plans for raising the additional finance for the project?	As mentioned above, we will continue to source additional funding.
Please confirm the proportion of the grant that will be spent in Ponteland.	100%

### DECLARATION

I HEARBY DECLARE ON BEHALF OF	
NE Youth	
<p>THAT:</p> <p>(i) This application is submitted on behalf of a non-profit making Voluntary Organisation</p> <p>(ii) To the best of the Organisation's knowledge, the particulars on this application are correct</p> <p>I undertake, on behalf of the Organisation, that the grant or such part of it as Ponteland Town Council may determine, will be repaid in the event that the Organisation is found to be in breach of the above, or if the facilities cease to be used for the purpose for which the grant is give, or if the project winds up within five years.</p>	
SIGNED: C Evans	STATUS: Head of Youth Work and Programmes
DATE: 27/6/23	

**PONTELAND TOWN COUNCIL**

**Agenda item number 39**

**Report by Clerk to the Council**

**Report to July 2023 Council meeting**

**Report re request to use of Ponteland Park**

Northumberland Rivers Trust has received lottery funding to carry out works around rivers and streams. Works include tree and hedge planting (in the winter), path improvements, invasive plant removal and litter picks.

Ponteland Scouts have been asked to work with the Rivers Trust to carry out some work in Ponteland Park between July and December 2023. The Rivers Trust also hope to use a team of employed young people from the Skill Mill (with their supervisor present).

As part of the funding bid, organisations must obtain the approval of the landowner who are also asked to submit a letter in support of the proposed works.

An application form is attached, and a brief description of the proposed work is included at the top of page 2. Photographs of the area where some of the works will be carried out are also attached.

In relation to the proposed work on the Waitrose bridge, permission needs to be sought from NCC as the owners of the structure. The footpaths officer has been made aware of the request.

Councillors are asked to consider the request for the groups mentioned in the report to work in the Park between July and December 2023.

**Recommendation – The Council is asked to consider the request outlined above and in the application attached.**

**Attachments**

Outdoor event application form

Photos showing areas for proposed works to be carried out



# Outdoor Event Application Form

## Section 1: Event Details, Contact Information, Event Details/Activity

Name of event	Riverside works with the Northumberland Rivers Trust, The Skill Mill and Ponteland Scouts
Proposed location	Ponteland Park
Event dates (excluding preparation/ dismantling days)	Various dates between July 23 and December 23
Number of operational days	Roughly eight 2 hour sessions

## Contact Details

Name of organisation	Northumberland Rivers Trust
Name of main contact	Pete Kerr
Address	
Invoice address (if different from above)	n/a
Telephone number - landline	
Telephone number - mobile	
Email address	
Website Address	<a href="http://www.northumberlandriverstrust.co.uk">www.northumberlandriverstrust.co.uk</a>
Event public enquiries number	

## Event Details

Brief description of proposed event		
<p><b>We will organise a number of sessions with a team of employed young people from The Skill Mill (with their supervisor) and groups from Ponteland Scouts (with their Scout Leaders). These sessions will deliver improvement including using willow to repair erosion areas, building and installing timber bird boxes and replacing the anti-slip measures on the bridges over the river.</b></p>		
Is this event a (please mark one box only)	Registered charity event	X
	Commercial event	
	Fund raising event	
	Community event	
Admission price (if there is no charge, please say no charge)	free	
Name of charity/fundraising project (For charity/fundraising event only)	The Riverhealth project	
Charity registration number	1145188	
Will all income raised go to the charity/project?	n/a	
If no, please give details		
Date and time to enter site for preparation	Various dates and times to be agreed with the scouts. Likely to be early evenings and weekends	
Date/s event is open to the public	Not open to the public – working with the scouts	
Event start and finish time		
Dismantling date/s		
Date and time the site will be vacated after the event		
Approximate number of people expected to attend each day (Ensure you consider the maximum number of people you can safely exit from the site in an emergency and outline your exit plan in your risk assessment.)	6 from the Skill Mill 1 from the Northumberland Rivers Trust 10 from the scouts	

## Activities

**Description of Activity**

Please include activities, stalls and other structures. It may be easier to attach a full programme of activities to this application.

We will help areas of erosion by driving willow stakes into the bed and then weaving thinner willow between them. Willow will be brought to site.

Bird boxes will be fabricated from wood and then installed in trees using rope.

Old anti-slip surfacing will be removed and replaced using stainless steel mesh with a 40mm square hole and 3mm thick wires. An edge timber will be added 40x40mm.

See attached note.

**Will there be any of the following activities? Some activities may require a licence or permit.**

If yes, please give further details. You may be eligible for a Temporary Event Notice (TEN) if the event is under a certain size. Further details can be found at [www.northumberland.gov.uk](http://www.northumberland.gov.uk)

Site Setup	Barriers/fencing	No
	Portable staging	No If yes, see <a href="http://www.hse.gov.uk/event-safety/temporary-demountable-structures.htm">http://www.hse.gov.uk/event-safety/temporary-demountable-structures.htm</a>
	Portable generator	No
	Stewarding and security	No
	On site communications	No
Marquees		No If yes, please give number and sizes
Domestic gazebos		No If yes, please give numbers
Market Stalls		No If yes, please give numbers
Live Music or Entertainment		No
PA System		No
Taped music/sound		No
Dancing		No
Performance of Plays		No
Films		No
Fireworks / Pyrotechnics		No
Carnival / Procession		No
Fairground equipment		No
Bouncy Castle or Inflatables		No If yes, see <a href="http://www.hse.gov.uk/entertainment/fairgrounds/inflatables.htm">http://www.hse.gov.uk/entertainment/fairgrounds/inflatables.htm</a>
Camping		No
Animals – Horses, Donkeys, Birds or other animals		No If yes, please give details
Alcohol		No If yes, please contact NCC for permission
Food and/or drink		No If yes, please contact NCC for permission
Street Collections		No If yes, please contact NCC for permission <a href="http://www.northumberland.gov.uk">www.northumberland.gov.uk</a>
Street Trading		No



	<p>If yes, please contact for permission  <a href="http://www.northumberland.gov.uk">www.northumberland.gov.uk</a></p>
Waste disposal	The old anti-slip material will be taken to the landfill site. We will remove all offcuts of timber.
Do you require power?	<p>No</p> <p>If yes, give details of how you intend to supply it and provide an electrical certificate.</p>
Do you require water?	<p>No</p> <p>If yes, give details of how you intend to supply it.</p>
First Aid	<p>What first aid cover will be provided and who will provide it?</p> <p>The supervisor from the Skill Mill is a trained first aider and will bring a first aid kit.</p>
Toilet Facilities	<p>How many temporary toilets will you bring onto the site?</p> <p>none</p> <p>You are required to ensure that toilet facilities are adequate.</p>
Will you encourage people to travel sustainably?	<p>Yes – hopefully the scouts will walk to site</p> <p>If yes, please give details</p>
Will you require vehicle access at the event?	<p>No</p> <p>If yes, please detail the number and type of vehicles</p>
Event Parking	Approximately how many vehicles will be attending the event? 2
	Where will these vehicles park? Waitrose carpark
	<p>How do you intend to manage the parking of these vehicles?</p> <p>Will you have signage and/or Parking Attendants?</p> <p>Your site plan will need to show your proposed car parking area. Note, there may be a fee for car parking.</p>
Road closures, on street parking restrictions, traffic diversions or car park closures	<p>No</p> <p>If yes, please give details including location, dates and times:</p> <p>Apply to <a href="http://www.northumberland.gov.uk">www.northumberland.gov.uk</a> for a Temporary Road Closures</p>
Will the event be accessible and open to all?	<p>Yes</p> <p>Under the Equality Act (2010) you must not discriminate on the basis of race, colour, ethnic or national origins, religion and belief, gender, sexual orientation or marital status and disability or age.</p>
Publicity (banners, posters, flyers)	<p>No</p> <p>If yes, please give details.</p>

	<p>Around the Town/Parish (excluding private land) No</p> <p>If yes, please give details. Written approval must be obtained from <a href="http://www.northumberland.gov.uk">www.northumberland.gov.uk</a></p>
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## Section 2: Guidance & Additional Information

### Licenses

Please contact Environmental Health & Licensing Services at [licensing@northumberland.gov.uk](mailto:licensing@northumberland.gov.uk) for advice on licensing your event. Types of licenses include: Premises Licence, Temporary Event Licence or a Street Trading Licence. You are advised to allow a minimum of 10 weeks for a premises licence application and 4 weeks for a temporary events notice.

### Street Trading Licence

If your event is free to attend and you will be trading (selling any item including food, drink or any other item) or collecting, you will need to apply for a Street Trading Licence. See [licensing@northumberland.gov.uk](mailto:licensing@northumberland.gov.uk)

### Insurance

Hirers of public open space are required to hold a current policy of insurance in respect of public liability or third party risks (including products liability where appropriate). The relevant limit of indemnity must be no less than £5 million and the Council reserves the right to require a higher limit if deemed necessary.

### Risk Assessment

You will need to provide a site specific risk assessment. The risk assessment should consider site specific issues/hazards. For example these can include manual handling, vehicle movements, working at height, electrical and fire safety, slips and falls and money handling. More information can be found in the

Also see HSE guidance and information:

Bouncy Castles and Inflatables <http://www.hse.gov.uk/entertainment/fairgrounds/inflatables.htm>

Temporary Demountable Structures <http://www.hse.gov.uk/event-safety/temporary-demountable-structures.htm>

### Site and Traffic Management Plans

You will need to provide a detailed site plan showing the position of your event and activities. You may also be asked to provide a traffic management plan covering parking management.

### Event Management Plan

Larger events will require an EMP.

### Fees and Charges (including Reinstatement and Cancellation)

See the separate sheet for current 'fees and charges'. We will be able to calculate your event charge once we have received your event application form. Dependant on the nature of your event, and the ground conditions at that time of year you may be charged a reinstatement over and above the event charge. Should the Hirer cancel after written confirmation of a firm booking has been given, the Hirer will be liable for 20% of the total hire charge or the minimum event fee of £50 whichever is the greater. Cancellations must be in writing (email or letter) or the full hire charge will be payable. For further information, see the

### Site Access and Keys

If your application is successful, we may issue you with an access key to the park and/or toilet facilities. No copies of this key should be made. On occasions, we may have to close a site. For example, if the ground conditions are poor or if a large event has booked the entire park. On these occasions, we may be able to assist with moving your activities to an alternative location.

### **Park Protection**

To protect Guildford's parks; events, activities and training must not take place on or within 3 meters of marked sports pitches or areas that may be temporarily fenced off in preparation for an event. Park infrastructure must not be used such as fencing, goal posts, benches etc. Music is not to be played without permission.

### **Emergency Services**

You are requested to notify the police and other appropriate emergency services of your proposed event particularly if more than 1000 people are expected to attend or if your event activities are of an unusual nature. For example, balloon launches. For further information, see the

### **General Data Protection Regulation (GDPR)**

Applications for events, balloon launches, fitness/PE sessions, theatre, bandstand concerts and filming events will be processed by Ponteland Town Council.

Personal data and company information will be kept on file for a period of up to three years and will not be shared with anyone or any other organisation outside of Ponteland Town Council. Risk assessments and public liability insurance information will remain on file.

Ponteland Town Council will use your information to administer events in Ponteland's parks and will contact you for the following reasons:

1. To discuss, request further information, acknowledge and confirm your event.
2. We may need to inform others of your events/activities if they are likely to impact on others. This does not include your personal information.
3. Ponteland Town Council to request marketing methods include flyers, posters, social media and website. The public enquiry contact information that you have provided will be included.
4. We will contact you to invite you to apply to hire a park for your outdoor event or to remain on our contact list before your details are deleted from our records.

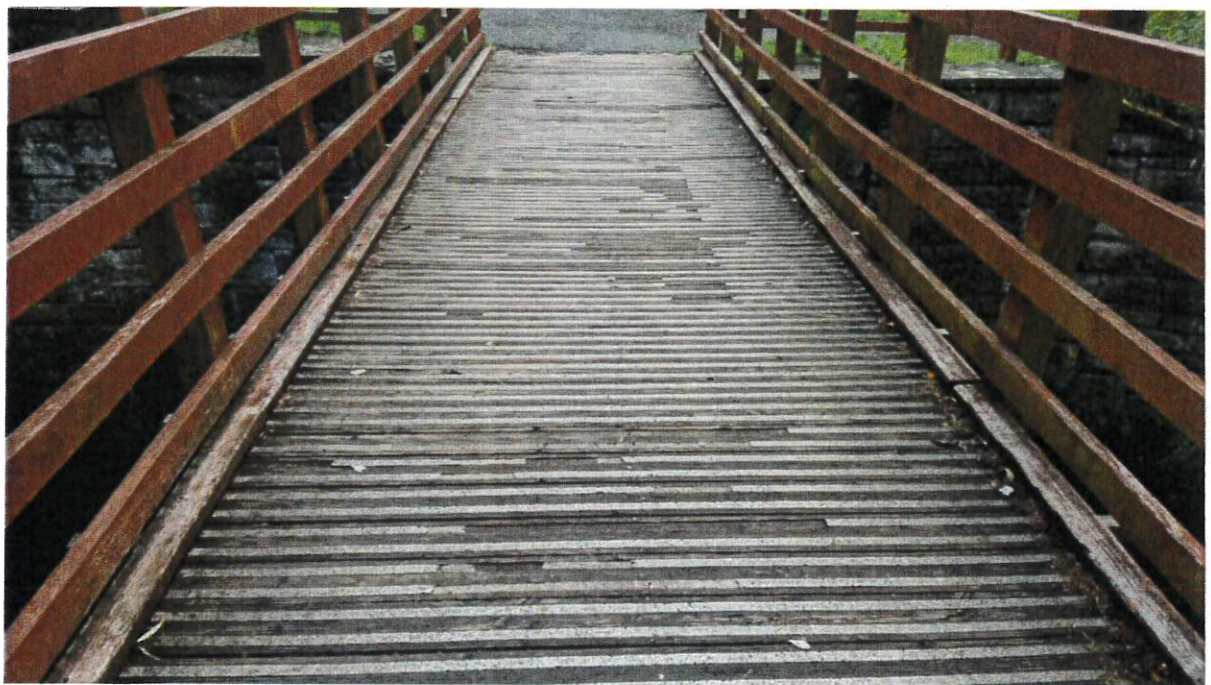
### **Keep Your Information Updated**

If any of your application details change once your application has been submitted, please inform us. No additional items/activities may be included without the express consent of Ponteland Town Council









# PONTELAND TOWN COUNCIL

## NOTES OF THE HIGHWAYS WORKING PARTY MEETING HELD AT THE TOWN COUNCIL OFFICES ON 12 JUNE 2023

Present: Councillors Mr A Hall R Dodd, N Sehgal, A Varley and K Woodrow.  
Also, in attendance Mr R McKenzie, NCC Highways.

### **1. APPOINTMENT OF CHAIR FOR 2023-24**

RESOLVED – Councillor Hall was re-appointed as Chair of the Working Party for 2023-24.

### **2. APPOINTMENT OF VICE CHAIR FOR 2023-24**

RESOLVED – Councillor Darwin was re-appointed as Vice Chair of the Working Party for 2023-24.

### **3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Caisley, Darwin and Greenwell.

### **4. MINUTES OF THE LAST MEETINGS HELD ON 15 FEBRUARY 2023**

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

In relation to item 2, the Chair mentioned that he had emailed Councillors regarding a potential meeting with two members of the Darras Hall Estate Committee to discuss various highways issues. After some discussion it was agreed that the four County Councillors be invited to attend any meeting that was arranged together with Mr McKenzie. Other members of the Working Party would be advised of the date and could attend if they were interested.

In relation to overhanging trees, the Clerk reported that there had been some information on social media recently re residents of Darras Hall receiving a letter from NCC asking them to cut back relevant trees and hedges.

### **5. LOCAL TRANSPORT PLAN (LTP) 2024-25**

Information relating to consideration of the LTP for 2024-25 had been circulated for consideration. The deadline for comments was 28 July 2023.

A response to the Town Council's LTP submission for 2023-24 had been circulated. The first priority had not been agreed as the speed data survey for the A696 from the north coming into Ponteland did not require intervention.

One of the raised bus stops on Middle Drive had been carried out and it was suggested that the remainder could be included as a priority for 2024-25.

In relation to priority 3, potential parking restrictions to keep certain junctions on Darras Hall clear had been included in the LTP for 2023-24. Members felt that the junction with Darras Road/Eastern Way required improvement work as well as the junction with Runnymede Road/Fox Covert Lane. Mr. McKenzie advised that this could be included in the LTP for 2024-25.

The Chair mentioned the condition of the road at Broadway and whilst he recognized some patching works had been carried out, he did feel some major road surfacing was required in that area. Mr. McKenzie said that there were LTP funds for such work and if this was included in the PTC submission, the condition of the road would need to be assessed.

A further suggestion for 2024-25 had been made for a pedestrian crossing at Jameson Manor however this was not accepted as it didn't meet the relevant criteria.

The three priorities for the LTP submission for 2024-25 were agreed as follows:

1. Improvement works to the junctions of Darras Road/Eastern Way and Runnymede Road/Fox Covert Lane to improve safety for pedestrians and motorists.
2. A request for road resurfacing at Broadway.
3. Completion of the package of improvements to raise bus stops and dropped kerbs on Darras Hall (Middle Drive).

RESOLVED – That the above priorities be agreed for approval to the Town Council in July and submitted to NCC by the deadline date of 28 July 2023.

#### **6. EMAIL FROM RESIDENT RE REQUEST FOR ZEBRA CROSSING AT CALLERTON LANE**

A copy of an email received from a resident of Ponteland who was seeking support for the installation of a Zebra crossing on Callerton Lane had been circulated. The reasons for the request was reported to members.

The request also appeared on the Directory of requests received by NCC.  
Mr McKenzie agreed to handle this issue.

#### **7. REQUEST RECEIVED FROM NCC PARKING ENFORCEMENT OFFICER THE REFRESHMENT OF DOUBLE YELLOW LINES OUTSIDE OF ONE STOP, THORNHILL ROAD**

This request had been made by a parking enforcement officer to a Town Councillor who had asked if this could be reported to NCC.

Councillors did not understand why this request had been made by an officer of NCC who could report this himself.

Mr McKenzie agreed to report this issue.

#### **8. ONE WAY SYSTEM FROM THORNHILL ROAD**

Councillor Greenwell had asked if consideration could be given to the possibility of installing traffic lights at the one-way entry to allow two-way traffic at school times to avoid congestion and problems accessing the A696.

Mr McKenzie said that this would not be approved by NCC.

#### **9. PROBLEMS AT PRESTWICK ROAD ENDS**

The Clerk reported regular contact with the office by a resident of Prestwick Road Ends who was upset at the continued parking outside of properties at Prestwick Road Ends by taxi drivers predominantly waiting to pick up from the airport. This took place each day and often during the night when residents were regularly disturbed by engines running and music from the vehicles. They were also dropping large amounts of litter and using the bus shelter as a toilet.

Councillor Overbury had contacted the resident recently who had provided her with photographs which were shown to the meeting.

The resident was concerned at the perceived lack of action by relevant bodies to deal with this ongoing problem.

Councillor Dodd suggested that the Clerk write a letter to Newcastle Airport advising them of the problems and what action they may take. Both Councillors Varley and Dodd were members of the Airport Consultative Committee, and the matter could then be discussed at a future meeting.

The Chair also suggested writing to the resident advising him of the action taken by the Council.

Councillor Varley also mentioned that some white lines required refreshment on the Dobbies roundabout, and this would be investigated by Mr McKenzie.

He also asked if the condition of the pavements along Cheviot View to Dobbies could be examined.

The Chair mentioned asked about the pavements on the opposite side of the road to the Golf Club leading up to Sainsburys which required attention. He had raised this following his meeting with Mr Reed who had complained about various issues along this stretch of the A696. The Clerk reported that Mr Reed had visited the office recently to raise this matter and also to ask if anything could be done with the area of green space next to Fairney Edge which he understood was Town Council land. It did not belong to the Town Council.

It was agreed – That the actions outlined above regarding a letter to the Airport and to the resident be agreed. Mr McKenzie also agreed to look at the condition of the stretch of path which runs from Fairney Edge to Sainsburys.

#### **10. HIGHWAYS PROJECT – PAINTING OF DARRAS ROAD BRIDGE**

The Clerk stated that this issue had been raised as a project for this year. There were funds available in asset replacement.

The Highways Working Party had agreed this as a project in 2017 when options to paint the entire bridge or just the road facing parts were considered. At the time the option to paint the entire bridge was agreed. If this option was taken again this would mean obtaining a permit from the EA.

It was suggested that the bridge should be cleaned first and then if painting was required, only the road facing parts would be painted. The Clerk was asked to obtain prices for both and report back.

Permission would also be required from NCC.

It was agreed – That the Clerk obtain prices as outlined above and report back.

#### **11. 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.**

The work was complete other than the junction of Thornhill Road and North Road. Mr McKenzie reported that various items of data were being collected and this was an ongoing matter.

##### **North Road – Timber logging review**

The Clerk was advised to send the information from residents to the Infrastructure Manager at who was dealing with this issue.

##### **E-petition lodged by residents of Jameson Manor**

The Clerk reported that a SID was on order for this location.

Councillor Dodd stated he had been informed that funding was being withdrawn for a minibus for children to be taken into school from this location.

**Extension of Swan neck lighting**

The installation had taken place in late 2022. It was agreed this item would be removed from list as it was complete.

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

This was on a list to work to be carried out by NCC. It had previously been agreed that 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 there was signage in situ however, it did not mention the short-term parking in red bays. Mr McKenzie agreed to look into this.

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

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

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

This was on a list of work to be carried out. Further information was required from Councillor Darwin.

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

This had also been dealt with under item 5.

**Request for additional signage at Callerton Court**

Councillor Darwin had agreed to meet the cost of suitable additional signage at this location. A Members local schemes form required completion and approval.

**Housing estate name.**

Councillor Darwin agreed to make initial contact with NCC about erecting signs renaming the estate as the 'Thornhill Estate' An update was required.

**Junction at the A69/Throckley**

This was an issue for National Highways. Councillor Dodd brought this up regularly at NCC meetings.

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

This had been discussed under item 9.

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

Councillor Dodd agreed to look at this area again. The issue seemed to be with the footpath from Henderson Court through to Thornhill Road. The majority of this was a private path with only a small section owned by NCC.

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

The tree had been reported again prior to the meeting. The Tree officer at NCC said that the limb would be removed. It was agreed that this item be removed from the list.

**Provision of grit bins at Medburn**

Councillor Greenwell had pass the information to the resident and it was agreed this could be removed from the list.

**11. DATE OF NEXT MEETING**

A meeting would be arranged in September 2023.



/KM

13<sup>th</sup> July 2023

Mr R McKenzie  
Strategic Transportation  
Northumberland County Council  
County Hall  
MORPETH  
NE61 2EF

Dear Mr McKenzie

**Ponteland Town Council – LTP submission 2024-25**

Please find enclosed the submission from Ponteland Town Council in respect of the LTP for 2024-25. This lists our top three priorities.

**Priority Items**

- (1) Improvement works to the junctions of Darras Road/Eastern Way and Runnymede Road/Fox Covert Lane to improve safety for pedestrians and motorists.
- (2) A request for road resurfacing at Broadway, Darras Hall.
- (3) Completion of the package of improvements to raise bus stops and dropped kerbs on Darras Hall (Middle Drive).

Finally, the Town Council wishes to reaffirm their request for a Ponteland Bypass or Relief Road in the major road schemes.

Please do not hesitate to contact me if you require any further information or clarification regarding the above submission.

Yours Sincerely

Mrs K Mavin  
*Clerk to the Council*

**PONTELAND TOWN COUNCIL**  
**Report by the Mayor**  
**Report to July 2023 Council meeting**

**Agenda item number 42(i)**

**Mayor's report July 12, 2023**

Meetings and events attended by Councillor Overbury representing Ponteland Town Council since the last meeting of the full Council's (June 14, 2023).

Please don't hesitate to ask if you want further information.

**Sat, June 17**

NALC County Committee (County Hall) – Zoom

**Mon, June 19**

Invitation to speak to 1<sup>st</sup> Ponteland Cubs, Scout Headquarters

**Sat, June 24**

Celebration of Teachers' Day, Hindu Temple, Newcastle. Invitation from Dr Vinay Sharma.

**Sat, July 1**

Ponteland Scouts agm and barbecue, Scout Headquarters.