



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Monday 20 September 2021 at 6.00pm when the following items will be discussed:

A G E N D A

1. Apologies for absence.
2. To receive minutes of the Planning and Infrastructure Committee meeting held 17 August 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To receive a presentation from Reverend David Glover, Hexham Abbey, on addressing pigeon droppings outside the Abbey.
6. To consider Northumberland County Council's Planning Validation Checklist Consultation (circulated to all Committee members on 10 September).
7. To consider modifications to the Hexham Neighbourhood Plan.
8. To consider a request to add a bin on Priestlands Crescent and replace and reposition two bins on Priestlands Estate.
9. To consider a request to place a bench outside the old Bus Station.
10. To consider allotment fees for 2022/23.
11. To consider burial fees for 2022/23.
12. To consider updates to the Sustainability Action Plan (if any).
13. To consider correspondence received (if any).
14. To comment on Planning Applications received (see enclosed).
15. To agree a date and time for the next meeting.
16. Any urgent matters at the Chairman of the meeting's discretion. (*Matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Town Clerk before the meeting begins.*)

Jane Kevan
Town Clerk
14 September 2021

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
Hagenda 0921 No1PlanningInfrastructureCommittee

**MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE
COMMITTEE MEETING HELD ON 17 AUGUST 2021**

1632.	PRESENT: Councillors J Ord, A Baty, M Domingue, P Grennan and D Kennedy.
1633.	APOLOGIES FOR ABSENCE were received from Councillors Bell and Hartland.
1634.	MINUTES of the Committee meeting held 20 July, having been circulated, were AGREED.
1635.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. COMMITTEE MEMBERS (minute 1592 refers). It was noted that Councillor P Grennan has replaced Councillor G O'Farrell. b. ALLOTMENT GUIDANCE (minute 1621a and action log refers). It was noted that this is pending. c. RAILWAY STATION (minute 1621c and action log refers). It was noted that the availability of the owners of the Old Goods Shed (Arch Company) is pending. d. CEMETERY LODGE (minute 1621d and action log refers). It was noted that this is in progress and the Operations Manager is waiting for quotes. e. SOLAR PANELS (minute 1621e and action log refers). It was noted that the Conservation Officer had no further comments. It was AGREED to source quotes for solar panels, electric vehicle charging points and air source heating at the Cemetery. f. BIN AT BISHOPTON WAY (minute 1607j and action log refers). It was noted that a new bin had been sited at Bishopton Way. g. WYDON PARK PLAY AREA (minute 1621g and action log refers). It was noted that Karbon Homes had been contacted and that discussions with Priestlands Residents Group are pending. h. SUSTAINABILITY ACTION PLAN (minute 1621h and action log refers). It was noted that Councillors Domingue and Hartland recently met to discuss this and aim to have an update at the next meeting. i. FRIENDS OF THE SELE (minute 1621i and action log refers). It was noted that this is pending. j. WINTER LIGHTS (MINUTE 1621j and action log refers). It was noted that the Clerk had met with NCC's new Tree Officer who confirmed that the festoons being dismantled and put up each year in the Sele, rather than being left permanently, would help with management of the trees. It was noted that a quote for this from Millennium Quest is pending. k. HEXHAM SPACE FOR NATURE (minute 1621l and action log refers). It was noted that this is pending. l. HEXHAM CYCLE PARKING (minute 1607s and action log refers). It was noted that NCC are due to install cycle stands at the lay-by

	<p>immediately outside the Cemetery in due course.</p> <p>m. CEMETERY WILDFLOWER VERGE (minute 1621n and action log refers). It was noted that this has been cut and the trimmings removed. It was also noted that the farmer has been contacted to discuss alternatives to burning the trimmings.</p> <p>n. HISTORICAL INFORMATION SIGNAGE (minute 1621o and action log refers). It was noted that this is pending.</p> <p>o. NORTHUMBERLAND LOCAL PLAN CONSULATATION (minute 1621q and action log refers). It was noted that a response was submitted.</p> <p>p. SOLAR PANELS (minute 1621e and action log refers). It was noted that this is pending.</p> <p>q. DARK SKIES (minute 1623 and action log refers). It was noted that the Director of Planning had been contacted regarding planning application 21/02013/DISCON ('Discharge of Conditions' relating to 19/00277/FUL).</p> <p>r. BONFIRES AT QUATRE BRAS ALLOTMENTS (minute 1625 and action log refers). It was noted that Councillor Hartland is meeting with the QBAA in the next couple of weeks to discuss this.</p> <p>s. GLYPHOSATE IN HEXHAM (minute 1626 and action log refers). It was noted that the Green Spaces Officer was contacted who advised that Glyphosate had not been used at the Sele and that it was overgrown vegetation drying out from the recent hot weather.</p> <p>t. GLYPHOSATE AT THE CEMETERY (minute 1626 and action log refers). It was noted that a meeting about this is pending.</p> <p>u. FUNDING OPPORTUNITIES (minute 1627 and action log refers). It was noted that this is pending and the deadline to apply is 22 September.</p> <p>v. ST CUTHBERT'S TERRACE PARKING (minute 1629b and action log refers). It was noted that this had been referred to Councillor Cessford.</p> <p>w. HALLSTILE BANK (minute 1629d and action log refers). It was noted that the Police and Crime Commissioner had been contacted and that the letter was passed on to the Northern Area Command, who advised that they have developed a system to report incidents which has been communicated to the residents concerned.</p>
1636.	DECLARATIONS OF INTEREST: Councillor Kennedy, as a Member of the NCC Tynedale Local Area Committee (Planning), declared a non-pecuniary interest in all planning applications and took no part in consideration of any of the applications.
1637.	ENGAGING RURAL ENTERPRISES PROJECT: It was AGREED to decline the request to participate in the Engaging Rural Enterprises Project.
1638.	SUBARU TRIANGLE WILDFLOWER AREA: It was noted that there is a small area of land on Corbridge Road that could potentially be used as a wildflower area. It was AGREED to speak to the Operations Manager about who owns this.

1639.	WILDFLOWER BORDER SIGNAGE: It was noted that wildflower signs could be placed at the Cemetery wildflower verge to increase awareness of wildflower projects. It was AGREED that Councillor Baty would research into possible plaques to be placed at the Cemetery.
1640.	WYDON PARK ALLOTMENTS: It was noted that there is an area of land currently unused next to the Wydon Park allotments. It was AGREED to contact NCC to ask whether this could be turned into additional allotments.
1641.	SUSTAINABILITY ACTION PLAN: It was noted that a meeting regarding carbon footprint studies is taking place on 2 September.
1642.	<p>CORRESPONDENCE:</p> <ul style="list-style-type: none"> a) HIGH STREET STORES NEWS ARTICLE: It was noted that a request from a resident to pass on an article relating to experiences replacing closed High Street stores was circulated to all Councillors. b) QUATRE BRAS ALLOTMENT ASSOCIATION: It was noted that QBAA have requested bollards be placed in front of the community plot at Quatre Bras allotments to prevent people driving on it. It was AGREED to not install bollards and suggest QBAA use planters as an alternative. c) PAVI CONVENIENCE STORE: It was noted that an email had been received from the Hexham Civic Society relating to a letter they sent to the owners of Pavi Convenience Store, 42 Priestpople requesting the new property complies with the Hexham Shopfront Design Guide. d) STORAGE LAND UNIT, 21 HAUGH LANE (21/00430/FUL): It was noted that an email received from the Hexham Civic Society relating to the proposed unit at the Haugh Lane Industrial Estate was circulated to all Councillors. It was AGREED to contact the Civic Society to thank them for their involvement in planning applications and to send them future P&I Committee agendas so that they are aware of any pending applications in Hexham and can pass on any comments to the Committee. e) ABBEY SEATING: A request from a resident to move the seating outside Hexham Abbey forward to allow the street sweeper to clean the pigeon droppings behind them was noted. It was noted that moving the chairs may impact the positioning of stalls at the Farmers' Market and it was AGREED to contact Hexham Abbey regarding alternative solutions. f) RURAL HOUSING ALLIANCE: It was noted that an email was circulated to all Members regarding a Parish Councillors' Guide to Rural Affordable Housing. g) RURAL SERVICES NETWORK: It was noted that the rural bulletin was circulated to all Members. h) NALC ONLINE EVENTS: It was noted that an email relating to an online event on leveling up the environment through biodiversity was circulated to all Members. i) PLANTING: An enquiry relating to this was considered and it was AGREED to speak to the Operations Manager regarding plans for

	planting and suppliers. It was also noted that volunteer numbers are currently low for Hexham in Bloom.
1643.	<p>PLANNING APPLICATIONS: It was AGREED there were no objections to, or comments on, the applications received in accordance with the list circulated and attached to the agenda, except for:</p> <ul style="list-style-type: none"> • 21/02488/FUL (6 Dukes Road, Hexham) – not object but recommend that the highest possible standards of insulation and glazing are used. • 21/02730/FUL (18 Eastfields, Hexham) – not object but recommend the neighbours comments regarding noise are taken into consideration. • 21/02978/FUL (Beechburn, Low Bursewell, Hexham) – not object but recommend that the highest possible standards of insulation and glazing are used. • 21/02161/CCD (Public Convenience, St Mary’s Wynd, Hexham) – not object to the demolition of the toilets, but request to be fully involved in the redevelopment of this area. • 21/02921/FUL (Silk Hay Cottage, Dipton Mill Road, Hexham) - not object but recommend that the highest possible standards of insulation and glazing are used. <p>Application 21/02987/ADE (Tyndale Sports Club, Eilansgate, Hexham) was also considered. It was AGREED to object on the grounds of the design, appearance and materials of the signs not being in keeping with the local area.</p>
1644.	NEXT MEETING: It was AGREED that the date of the next Committee meeting will be Monday 20 September 2021 at 6.00pm.

Action Log

Update allotment guidance and include a statement re considerate parking at the Millfield/Eilansgate Junction at Quatre Bras (minute 1635b).	Councillor Baty
Invite the owners of the Old Goods Shed to a meeting (minute 1635c).	Clerk
Source quotes relating to the Cemetery Lodge (minute 1635d).	Operations Manager/Admin Officer
Source quotes for solar panels, electric vehicle charging points and air source heating at the Cemetery (minute 1635e).	Admin Officer/Clerk
Contact Priestlands Residents Group re Wydon Park (minute 1635h).	Councillor O'Farrell
Look at NCC's sustainability proposals and create a new Sustainability Action Plan (minute 1635h).	Councillor Hartland/ Councillor Domingue
Research into setting up a Friends of the Sele group (minute 1635i).	Councillor Ord/Councillor Baty
Get a quote re dismantling/putting up Christmas lights each year in the Sele (minute 1635j).	Clerk
Invite Hexham Space for Nature to a future P&I Committee meeting (minute 1635m).	Clerk/Councillor Baty
Circulate Historical Information Signage information to all Committee members when received (minute 1635p).	Clerk
Keep in touch with Hexham Abbey re solar panel proposals (minute 1635s).	Councillor Baty
Contact QBAA re proposed bonfires at the allotments (minute 1635r).	Councillor Hartland
Arrange site meeting re use of Glyphosate (minute 1635t).	Admin Officer/Councillors Ord and Domingue/ Operations Manager
Pursue North of Tyne crowdfunding for a mutual garden project and report back with any updates (minute 1635u).	Councillor Grennan
Decline the request to participate in the Engaging Rural Enterprises Project (minute 1637).	Clerk
Speak to the Operations Manager re ownership of the Subaru triangle area (minute 1638).	Admin Officer
Research plaques for wildflower signage (minute 1639).	Councillor Baty
Contact NCC re land next to Wydon Park allotments (minute 1640).	Clerk
Contact the Civic Society thanking them for their involvement in planning applications and send them future P&I Committee meeting agendas (minute 1642d).	Clerk/Admin Officer
Contact Jez Light re solutions to addressing pigeon droppings outside the Abbey (minute 1642e).	Clerk
Speak to Operations Manager re planting plans and suppliers (minute 1642i).	Admin Officer/Clerk

HEXHAM TOWN COUNCIL – DECLARATIONS OF INTEREST

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors must use one of the following statements:

1. “I have a disclosable pecuniary interest
in..... (for example) Agenda item 3, Planning
application number 14/1234”.
(NOTE: Code of Conduct paragraphs 11&15 apply).

2. “I have a disclosable personal interest
in..... (for example) Agenda item 4, Grant
aid application by Hexham Youth Initiative
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days’ notice must be given for any dispensation request.

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

ANNUAL REVIEW OF ALLOTMENT RENTS

Allotment rents must be reviewed annually. At the 2020 review the Committee agreed to increase the annual rent from £64.00 to £65.00 and for a half plot to increase from £32.00 to £35.00 from 1st October 2021.

Anticipated income from allotment fees for 2021/22 is £6255. The budget for expenditure on allotments is £4000 (Quatre Bras), £800 (Dene Park) and £150 (Wydon Park), a total of £4950. There are also administrative costs to maintain a waiting list, update records, offer new tenancies and for the annual fees, etc and other staff costs for work such as maintaining the central path at the Quatre Bras allotments.

For info, the allotment fees for other Town and Parish Councils in Northumberland in **2020/21** were:

Council	Full plot	Half plot	Quarter plot	Any comment
Rothbury	£20			
Warden	£30	£20		
East Bedlington	£70			Includes water rates
Morpeth	£52	£26	£13	
Newton on the Moor	£10	£5		No water supply
Corbridge	£50	£26		+ £10 for water
Choppington	£65			
Cramlington	£120			25% concessionary age discount
Prudhoe	£47.50	£23.75		50% off for senior citizens Proposal for £50 full plot, £25 half plot in 21/22
Heddon on the Wall	£35	£25		
Seaton Valley	£77.90	£43.30		
Ponteland	£48	£43	£38	
Haltwhistle	£100	£50		
Longhorsley		£12		+ share of water bill
Ashington	£65			Range of prices (lowest is £7.50)
Kielder	£45			
Broomhaugh & Riding				£52.13/quarter for 2021/22
Alnwick	£47	£37		Discount if no water
Blyth	£90			Will be £100 in 21/22

The Committee is requested to consider whether the fees should remain unchanged or be increased for 2022/23.

Jane Kevan
Town Clerk
September 2021

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

ANNUAL REVIEW OF CEMETERY CHARGES

Cemetery charges must be reviewed annually. The Charges and Rules valid from 1st April 2021 are below, followed by the suggested Charges and Rules recommended for 2022/23.

The estimated income from cemetery fees for 2021/22 is £95,000.

Income in 2020/21 was £92,062 and expenditure was:

Type	£ (net)
Salaries (80% of Operations Manager, 100% of one Cemetery Worker and 70% of one Cemetery Worker)	67460.82
Transit tipper monthly payments	3670.00
Mini excavator monthly payments	3223.08
Oil (WCF Fuels)	959.00
Equipment/Machinery repairs (some used elsewhere)	5502.26
Materials for paths, topsoil, etc (inc haulage)	1972.44
Headstone repairs	10473.30
Machinery	6593.05
Caskets, fixing saddles	6516.00
Plants (some used at Abbey and elsewhere in the town centre), planters	5127.15
Sewage treatment	646.00
Cluster fly treatment in Chapel	135.00
Skip hire	500.00
Green Flag Award fee	379.00
PPE (also used elsewhere)	731.00
Total	113888.10

Since 2017 it has been agreed to increase the fees by between 1% and 3% (in round figures) so that the disparity between the standard charge and those for parish residents (where they differ) does not continue to increase.

The recommended figures for 2022/23 have again been increased by between 1% and 3% (in round figures).

It is further recommended that a sliding scale of fees for people who used to live in Hexham until four or five years ago is again agreed, as follows:

	<u>Traditional</u>	<u>Woodland</u>
If lived in Hexham until a year ago	£650	£1040
If lived in Hexham until two years ago	£1300	£2100
If lived in Hexham until three years ago	£1900	£3100
If lived in Hexham until four years ago	£2500	£4040 (standard charge)
If lived in Hexham until five years ago	£2830 (standard charge)	

The rules are unchanged.

For information, 2021/22 burial fees charged elsewhere in Northumberland include:

Place	Burial	Burial of ashes in urn	Burial of ashes below turf or scattered	Extra depth	Right to erect a memorial	Use of Chapel	Woodland burial
Hexham	2800/650	335	170	170	500	200	4000/1040
Corbridge	1560/767	514/252	395/194	200/160	820/560	N/A	N/A
Ovingham	1200/575	480/240	195/135	100/75	300/150	N/A	N/A
Ponteland	1400/700	440/220	N/A	100/50	110/55	N/A	1640/820*
Alnwick	1330/665	470/235	260/130	N/A	150	185	980/490*
Prudhoe	1238/619	517/258	291/145	118/59	743/371	N/A	N/A
NCC	1136/981	328/289	190/171	40/73		128 per 20 minutes	1136/981*

* casket not included as it is at Hexham

Jane Kevan
Town Clerk
September 2021

CHARGES AND RULES – 2021/2022
48 hours advance notice must be given for all burials

The Standard charge is payable UNLESS the deceased was before (that is within 12 months of) death a resident living in Hexham Parish.

PART 1: Burials (Monday to Friday only)

		Standard charge	Parish resident
1	Body of a stillborn child or baby under six months old	No charge	No charge
2	Body or cremated remains of a child	635	335
3	Body of a person whose age at death was over 12 years old	2800	650
4	Burial in a reopened grave - see Rule 8	1250	600
5	Burial of an urn or casket of cremated remains	335	335
6	Cremated remains below turf level (surface scattering is NOT permitted)	170	170
7	Additional charge for double depth grave	170	170

PART 2: Rights

		Standard charge	Parish resident
1	Right of burial for 99 years	325	165
2	Right to construct and to burial in a walled grave (a vault)	Fee by prior arrangement	Fee by prior arrangement
3	Right to erect a memorial for 30 years	500	500
4	Renewal of right to erect a memorial for a further 30 years	No charge	No charge

PART 3: Woodland section. The charge includes the casket and flat stone marker.
(Note: Woodland burial plots are larger than in other sections with only one burial in each plot)

		Standard charge	Parish resident
1	Burial	4000	1040
2	Burial of casket of cremated remains in area set aside for ashes NB Surface scattering is NOT permitted	1500	515
3	Burial of cremated remains in casket or under turf in pre-purchased plot. N.B. An <u>additional</u> plaque or surface scattering of cremated remains are NOT permitted	635 (casket) 300 (under turf)	330 (casket) 200 (under turf)

PART 4: Other charges

		Standard charge	Parish resident
1	Use of the Chapel	200	200
2	Certified copy of entry of burial	30	30
3	Transfer of Right of Burial	85	85
4	Supply of memorial fixing saddle, each	170	170
5	Any item not previously described	Fee by prior arrangement	Fee by prior arrangement

PART 5: Pet Cemetery charges

Fee includes exclusive right of burial for fifteen years renewable on payment of an additional fee

1	Burial of a pet dog, cat or other small pet or their ashes (includes a numbered flat stone marker)	180
2	Renewal of right of burial for additional 15 year period	95

PART 6: Cemetery Rules

- (1) **In all** matters relating to the Cemetery the Council's decision is final. The Council acts under the Local Authorities Cemeteries Order 1977 (as amended).
- (2) **These Rules** must be read in conjunction with the Rules relating to the erection and maintenance of Memorials.
- (3) **Charges.** Any alteration in the charges overleaf will take effect on 1 April. Save in an emergency no changes will be made in charges before the 1 April following. Council employees are not empowered to grant any reduction in the charges for any reason whatsoever.
- (4) **The Council** may prune or remove any plants, pots, ornaments, shrubs, grass or trees anywhere within the Cemetery without notice or compensation, if the Council at its own absolute discretion considers it necessary for the good order and running of the Cemetery. Objects of decoration are not allowed on grave plots, however objects can be placed on the apron of any memorial.
- (5) **After funerals** all flowers and wreaths laid on a grave will be removed and disposed of but not earlier than 14 days after the funeral takes place.
- (6) **After Christmas** all flowers and wreaths laid on a grave will be removed and disposed of by 31st January.
- (7) **Grave Spaces.** No marking, delineating or decoration of a Grave space is allowed. Any ornamentation on a grave will be removed. Grave spaces must be kept in a tidy condition. Please contact the Cemetery Supervisory Staff if further clarification is needed.
- (8) **Reopened grave.** If a grave is reopened to bury the widow, widower or partner of the deceased then a reduced charge is payable. Charge is under Part 1(4).
- (9) **Ashes cannot be scattered:** they must be buried (see charges list).
- (10) **Memorial headstones** are not permitted unless the fee in Part 2(3) has been paid.
- (11) **Grave curbs are** not permitted anywhere in the Cemetery, however existing curbs may be repaired or renewed.
- (12) **In the Woodland Burial area:**
An alternate flat stone marker to that provided by the Council may be used provided it is in stone size 23cm by 23cm by 6cm (depth). Any wording must include the plot number.
Flower bulbs can be planted but only with prior permission from the Cemetery Supervisory Staff.
Any trees planted, the site of, the type of and the retention of, are at the sole discretion of the Council.
Woodland burial plots cannot be purchased in advance but an adjoining plot, if available, may be purchased by the partner of the deceased. No refund is made if the plot is subsequently not used.
For a plot purchased before 31 March 2004 the refund of a prepaid fee is permitted but only if the Reservation Certificate issued at the date of purchase is returned with the request for a refund. An administration charge of £100.00 will be deducted from the original fee paid when the refund is made.
No refund will be made without production of the Reservation Certificate.
- (13) **Vehicles and Dogs (which must be held on a lead) are not allowed in the Cemetery** without permission of the Cemetery Supervisory Staff.
- (14) **The Cemetery is normally open** between 8.00am and 6.00pm (or dusk if earlier).
- (15) **The Operations Manager, Steven English, is normally available for enquiries** Monday to Friday (Bank Holidays excepted) between 9.00am and 3.00pm by telephoning 07891 101236.

Valid from 1st April 2021
PlanningInfrastructureCommitteeMinute1443

PROPOSED CHARGES AND RULES – 2022/2023
48 hours advance notice must be given for all burials

The Standard charge is payable UNLESS the deceased was before (that is within 12 months of) death a resident living in Hexham Parish.

PART 1: Burials (Monday to Friday only)

		Standard charge	Parish resident
1	Body of a stillborn child or baby under six months old	No charge	No charge
2	Body or cremated remains of a child	640	345
3	Body of a person whose age at death was over 12 years old	2830	670
4	Burial in a reopened grave - see Rule 8	1260	620
5	Burial of an urn or casket of cremated remains	340	340
6	Cremated remains below turf level (surface scattering is NOT permitted)	175	175
7	Additional charge for double depth grave	175	175

PART 2: Rights

		Standard charge	Parish resident
1	Right of burial for 99 years	330	170
2	Right to construct and to burial in a walled grave (a vault)	Fee by prior arrangement	Fee by prior arrangement
3	Right to erect a memorial for 30 years	505	505
4	Renewal of right to erect a memorial for a further 30 years	No charge	No charge

PART 3: Woodland section. The charge includes the casket and flat stone marker.
(Note: Woodland burial plots are larger than in other sections with only one burial in each plot)

		Standard charge	Parish resident
1	Burial	4040	1070
2	Burial of casket of cremated remains in area set aside for ashes NB Surface scattering is NOT permitted	1515	530
3	Burial of cremated remains in casket or under turf in pre-purchased plot. N.B. An <u>additional</u> plaque or surface scattering of cremated remains are NOT permitted	640 (casket) 305 (under turf)	340 (casket) 205 (under turf)

PART 4: Other charges

		Standard charge	Parish resident
1	Use of the Chapel	205	205
2	Certified copy of entry of burial	30	30
3	Transfer of Right of Burial	85	85
4	Supply of memorial fixing saddle, each	175	175
5	Any item not previously described	Fee by prior arrangement	Fee by prior arrangement

PART 5: Pet Cemetery charges

Fee includes exclusive right of burial for fifteen years renewable on payment of an additional fee

1	Burial of a pet dog, cat or other small pet or their ashes (includes a numbered flat stone marker)	180
2	Renewal of right of burial for additional 15 year period	95

PART 6: Cemetery Rules

- (1) **In all** matters relating to the Cemetery the Council's decision is final. The Council acts under the Local Authorities Cemeteries Order 1977 (as amended).
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- (10) **Memorial headstones** are not permitted unless the fee in Part 2(3) has been paid.
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- (12) **In the Woodland Burial area:**
An alternate flat stone marker to that provided by the Council may be used provided it is in stone size 23cm by 23cm by 6cm (depth). Any wording must include the plot number.
Flower bulbs can be planted but only with prior permission from the Cemetery Supervisory Staff.
Any trees planted, the site of, the type of and the retention of, are at the sole discretion of the Council.
Woodland burial plots cannot be purchased in advance but an adjoining plot, if available, may be purchased by the partner of the deceased. No refund is made if the plot is subsequently not used.
For a plot purchased before 31 March 2004 the refund of a prepaid fee is permitted but only if the Reservation Certificate issued at the date of purchase is returned with the request for a refund. An administration charge of £100.00 will be deducted from the original fee paid when the refund is made.
No refund will be made without production of the Reservation Certificate.
- (13) **Vehicles and Dogs (which must be held on a lead) are not allowed in the Cemetery** without permission of the Cemetery Supervisory Staff.
- (14) **The Cemetery is normally open** between 8.00am and 6.00pm (or dusk if earlier).
- (15) **The Operations Manager, Steven English, is normally available for enquiries** Monday to Friday (Bank Holidays excepted) between 9.00am and 3.00pm by telephoning 07891 101236.

Valid from 1st April 2022

PlanningInfrastructureCommitteeMinuteXXXX

HEXHAM TOWN COUNCIL
Planning & Infrastructure Committee

PLANNING APPLICATIONS RECEIVED FROM NORTHUMBERLAND COUNTY
COUNCIL FOR COMMENT ON 20 SEPTEMBER 2021

Reference		Applicant
21/03195/FUL	Change of use from residential care home (C2) to restore to a residential dwelling (C3). No external changes are planned. Internal changes to remove previously installed partition walls and removal of some WCs in order to reinstate original larger reception rooms and bedrooms at Overstone Retirement Home, Elvaston Road, Hexham	Dr Fergus Fairmichael
21/02299/FUL & 21/02300/LBC	Change of use of two ground floor rooms to provide one new apartment, including internal alterations. Also Listed Building Consent for the above at Abbey House Clinic, Beaumont Street, Hexham.	Mr Alan Hunter
21/03228/FUL	Single storey rear extension and internal alterations at 23 Edgewood, Hexham	Mrs Katy Sayburn
21/03159/FUL	Demolition and removal of an existing glazed window, including external masonry wall directly below. Installation of glazed double door including windows to either side and directly above to allow provision of level access at front of property. Demolition of a section of concrete floor to allow floor level and ground level to be equal. Installation of short stairway to entrance as well as an access ramp to building at 46-48 Fore Street, Hexham.	Judy George
21/03210/FELTPO	Tree Preservation Order Application to fell 1no. Conifer (T7) because of root infestation and damage to drains at Low Leazes, Leazes Lane, Hexham	Mr Neil Salvesen
21/02955/FUL	Installation of external fire escape stair and access to garden, minor alterations to ground floor windows and doors at The Workshop Rear Burnland Terrace, Hexham	Mr R Clark
21/03420/FUL	Application of grey cladding and white render to front elevation, insertion of 2 new external windows, insertion of 2 new roof lights and conservatory roof to be	Mrs Fiona Brown

	replaced with new with tiles to match existing at 3 Shaws Park, Hexham.	
21/01622/LBC	Listed Building Consent: Maintenance of roof and dormer windows, and chimney stack. Insulation, felting and putting back of original roof slates, and replacement of plastic guttering with cast iron at 3 Hencotes, Hexham.	Catherine Barraclough
21/03339/FUL	Retrospective: Construction of a single storey extension to the front elevation at 11 Eilanville, Hexham.	Wayne Marshall

Applications to be commented upon under Committee’s delegated powers (minute 6588 refers).

Any objections made on applications must be ‘material planning considerations’. To be material, a matter must relate to the “purposes of planning”. The views of local Councils and other consultees can only be taken into account by the planning authority if they are material. Such comments must always bear in mind that:

“The purpose of the planning system is to contribute to the achievement of sustainable development” (Paragraph 6 National Planning Policy Framework)

There is no definitive list but examples are:

- National planning policy
- The local planning authority’s planning policies (including Neighbourhood Plans)
- Overlooking/loss of privacy
- Loss of light or overshadowing
- Parking, means of access, highway safety and traffic
- Noise, odours
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Nature conservation
- Flood risk
- Crime prevention and community safety
- Previous planning decisions
- Views of parish and town councils
- Views of statutory consultees: Highway Authority/Environment Agency/English Heritage/Sport England/Others (neighbouring LPA, HSE, etc.)

Non-material planning considerations include:

- Loss of view
- Negative effects on the value of other properties
- Land ownership or restrictive covenants
- Applicant’s personal circumstances or past conduct (unless exceptional, such as relating to a physical disability in certain circumstances)
- Business competition
- Matters controlled under building regulations or other non-planning legislation
- Disabled person’s access
- The nature of the applicant or owner
- Prospect of a “better” proposal

These are subject to change in national legislation or planning policy. NB All planning applications (and related decisions) are online at: <http://publicaccess.northumberland.gov.uk/online-applications>
If Hexham Town Council objects to an application listed above the objection is lodged online.

Hexham Neighbourhood Plan Considerations

Hexham Neighbourhood Plan

Practical Guide May 2021

Following the referendum on 6 May 2021, the Hexham Neighbourhood Plan will now be formally “made” by NCC and become part of the statutory development plan for Northumberland. The Plan’s provisions are, as the Independent Examiner confirmed, the result of ‘comprehensive and robust’ consultation across the town’s population.

Two overarching Planning Policies that address **Sustainability** in widest sense – to sustain/expand Hexham’s economic, social and community well-being base as well as environmental concerns:

HNP1 p18 supports e.g. expansion of community facilities and recreation, new (market and affordable) housing, increasing local employment e.g. tourism, development that increases travel on foot or by bike; use of brownfield for above. All **inside** existing greenbelt boundary (greenbelt dev subject to national policy).

HNP2 p19 establishes **principles for design**: positive attention to local character (different in different parts of town) (developers can be asked how they have met this), with attention to appearance, scale, massing, height, density, access, landscaping, highway safety, residential amenity (e.g. retail, public transport, noise)

and for low carbon technology: embedded renewables (solar, geo-thermal), low carbon build technologies (reduced carbon footprint into future, e.g. insulation, glazing), reduction of water run-off (Sustainable Drainage Systems - SuDS), plus net biodiversity gains or enhancement nearby.

Built Heritage Environment, uniquely strong in Hexham, visually the Hexham story.

HNP3 p21 **Design in the Conservation Area**. Makes existing national CA regulations Hexham-specific. Local character to be sustained or enhanced, with attention to character and setting (neighbours): i.e. views into and out of Hexham, with historic and unique roofscapes, and 3 key historic buildings, lay-out of streets and narrow chares.

HNP4 p25 **Non-designated Heritage Assets**: special protection for specific buildings that have value to local community (list at Annex A). Can be added to.

HNP5 p26 **Shopfront Design**, must respect 2018 NCC Hex Shopfront design guide.

HNP6 p28 **Market Place**: conserve or enhance character, respect highway safety, pedestrians, especially old or with disability, and cyclists.

HNP7 p29 **Designated/Listed Assets**: names buildings, parks, gardens and monuments for clarity.

New Housing, including to redress the imbalance in available housing and respond more strongly to local people’s needs.

HNP8 p31 **Site Allocations**: lists 10 sites with sizes and special considerations.

HNP9 p40 **New Housing Developments**: these must demonstrate how they have considered: trees, wildlife corridors, heritage assets; vehicular and non-vehicular movement and safety; high quality design (see HNP2 and Building for Life 2015); the locally needed mix of housing: more 2- and 3-bedroom houses and bungalows.

HNP10 p41 **Affordable Housing**: market schemes of 10+ houses must include 10%, 15% and majority of town 25% affordable homes, to rent or buy, according to NCC/HNP Viability Zones (see map). Some data from Housing Needs Assessment Report provided. Emphasises 1-, 2- and 3-bedrooms.

HNP11 p41 Older People’s housing: including sheltered, supported and bungalows, well served by public transport.

HNP12 p42 **Rural Exception Sites**: follows national policy for new dwellings on greenbelt – must be small sites of affordable homes to benefit *local* people.

Natural Environment and Wellbeing

HNP13-17 pp44-49 **Green Spaces**: lists the protected green spaces the public value, and also covers protection for Tyne Green, wildlife corridors, allotments (+increased provision), and hedgerows/trees/verges (any new build could impact negatively on these, and replacement can be required).

HNP18 p50 **Dark Skies** – link to policy of Northumberland National Park and ‘astro-tourism’.

HNP19 p51 **Community Facilities**: no loss of these, as listed, unless defunct.

HNP20 p52 **Community Renewable Schemes**: support for these, with caveats.

HNP21 p53 support for **Improvements to Walking and Cycling** expected in all applications where it is relevant, and impact of new development on access and safety to be explicitly avoided.

Local Economy

HNP22 p56 **Primary Shopping Area**: aims to maintain the vitality and viability of this crucial area, and explanatory text offers tests to ensure any change of use will contribute positively; conversion to residential above ground floors is supported.

HNP23 p57 **Hotel and Tourism Accommodation** is supported to develop what Hexham offers and to encourage longer stays; Hexham's proximity to key areas (Hadrian's Wall, Dark Skies, North Pennines AONB) can lead to visitor hub status.

HNP24 p58 **New Business Units** for small scale businesses and live-work units. Earlier developments have been very successful.

HNP25 p59 **New Car Parking Facilities**: much needed, but new proposals must meet design criteria HNP2+3, with cycle storage included; if multi-storey, impact to be carefully considered, on setting, views and roofscape.

Section 9 Monitoring and Review

Para 9.1.8 provides a framework for monitoring, registering and reporting achievements within the Plan's policies.

A review of the Plan, also a formal opportunity to make small updates and modifications (e.g. post-pandemic) was planned for 2020 (from 2018). This will presumably now be scheduled for 2022.

NB Also available and useful are NCC/HNP viability zones map and HNP town centre policies map.