



HEXHAM TOWN COUNCIL

I GIVE NOTICE that an online meeting of the Hexham Town Council Planning & Infrastructure Committee will be held on Wednesday 6 October 2021 at 5.30pm 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 20 September 2021, enclosed.
3. Matters arising.
4. Declarations of interest (see enclosed).
5. To receive a presentation from Hexham Space for Nature, on their roadmap for wildlife, climate and people at St Andrew's Cemetery.
6. To consider requests to add a bin at the top of Battle Hill and at Wydon Water car park.
7. To consider burial fees for 2022/23.
8. To consider updates to the Sustainability Action Plan (if any).
9. To consider correspondence received (if any).
10. To comment on Planning Applications received (see enclosed).
11. To agree a date and time for the next meeting.
12. 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
30 September 2021

Hexham Town Council
Council Office
St Andrew's Cemetery
West Road
Hexham
NE46 3RR
01434 609575
clerk@hexhamtowncouncil.gov.uk
Hagenda 1021 No1PlanningInfrastructureCommittee

**MINUTES OF THE TOWN COUNCIL PLANNING & INFRASTRUCTURE
COMMITTEE MEETING HELD ON 20 SEPTEMBER 2021 (6.00pm-8.20pm,
Councillor Bell left the meeting at 7.20)**

1645.	PRESENT: Councillors J Ord, A Baty, D Bell, M Domingue and F Hartland.
1646.	APOLOGIES FOR ABSENCE were received from Councillor Kennedy.
1647.	MINUTES of the Committee meeting held 17 August, having been circulated, were AGREED.
1648.	<p>MATTERS ARISING:</p> <ul style="list-style-type: none"> a. ALLOTMENT GUIDANCE (minute 1635b and action log refers). It was noted that Councillor Baty has edited the draft guidance and has circulated it to a member of the Quatre Bras Allotment Association for comment, as well as some other individuals. It was further noted that Peter Rodger and Wendy Breach have agreed to format the document for printing and online use. b. RAILWAY STATION (minute 1635c and action log refers). It was noted that the availability of the owners of the Old Goods Shed (Arch Company) is pending and that the Clerk will recontact them. c. CEMETERY LODGE (minute 1635d and action log refers). It was noted that sourcing quotes is in progress. d. SOLAR PANELS (minute 1635e and action log refers). It was noted that quotes for solar panels and air source heating had been circulated to all Members. It was AGREED to source additional quotes for comparison. It was further noted that there is funding available for workplace electric vehicle charging points and that a supplier is due to conduct a site visit at the cemetery on 23 September to quote for installing these. e. WYDON PARK PLAY AREA (minute 1635g and action log refers). It was AGREED to contact Councillor O'Farrell for an update on this. f. SUSTAINABILITY ACTION PLAN (minute 1635h and action log refers). It was noted that Councillors Domingue and Hartland are meeting this week to progress this. g. FRIENDS OF THE SELE (minute 1635i and action log refers). It was noted that Councillor Baty is currently researching this and speaking to similar groups in neighbouring areas. h. WINTER LIGHTS (MINUTE 1635j and action log refers). It was noted that a quote from Millennium Quest had been received to dismantle/put up the Christmas lights each year. It was AGREED to not pursue this work this year, but to consider budgeting for it next year. i. HEXHAM SPACE FOR NATURE (minute 1635k and action log refers). It was AGREED to invite Hexham Space for Nature to the next Committee meeting. j. HISTORICAL INFORMATION SIGNAGE (minute 1635n and action

	<p>log refers). It was noted that Steve Pardue is ordering an example plaque for consideration. It was AGREED to request that the plaque include a QR code.</p> <p>k. SOLAR PANELS (minute 1635p and action log refers). It was noted that this is pending.</p> <p>l. BONFIRES AT QUATRE BRAS ALLOTMENTS (minute 1635r and action log refers). It was noted that this is pending.</p> <p>m. GLYPHOSATE AT THE CEMETERY (minute 1635t and action log refers). It was noted that a natural alternative to glyphosate had been ordered and was due to be trialed by the Operations Manager. A vote took place regarding future use of glyphosate, and it was unanimously AGREED to stop the use of glyphosate immediately and to arrange the collection and safe disposal of any remaining product.</p> <p>n. FUNDING OPPORTUNITIES (minute 1635u and action log refers). It was noted that Councillor Grennan has submitted an initial funding bid for Grow Hexham and is waiting to see if it is accepted.</p> <p>o. SUBARU TRIANGLE WILDFLOWER AREA (minute 1638). It was noted that the triangle is managed by HTC but the land surrounding the garage is managed by NCC. It was further noted that NCC Officers are happy to transfer the land they manage, and it was AGREED to look into having designs made for the area before accepting a transfer.</p> <p>p. WILDFLOWER BORDER SIGNAGE (minute 1639). It was noted that Councillor Baty had contacted Top Signs regarding costs for an aluminum coated composite round plaque but that these were not recyclable. It was further noted that Councillor Baty had been in touch with Deni Riach regarding running a stall as part of the Farmer's Market where children could paint on stones, which could be varnished and used as signs. It was AGREED to pursue this, but to use wooden discs instead of stones.</p> <p>q. WYDON PARK ALLOTMENTS (minute 1640). It was noted that the Clerk had contacted NCC to ask whether this could be turned into additional allotments and the Green Spaces Officer advised that whilst there would be no objection in principle there is a water main going through part of the land. It was AGREED to arrange a site visit to explore this further.</p> <p>r. HEXHAM CIVIC SOCIETY (minute 1642d). It was noted that the Civic Society had been contacted and that they had received a copy of today's agenda.</p> <p>s. ABBEY SEATING (minute 1642e). It was noted that Reverend David Glover was attending today's meeting to discuss the issue of pigeon droppings outside the Abbey.</p> <p>t. PLANTING (minute 1642i). It was noted that information from the Operations Manager is pending.</p>
1649.	There were no DECLARATIONS OF INTEREST.

1650.	<p>HEXHAM ABBEY PRESENTATION: Reverend David Glover advised that Abbey staff are regularly cleaning up the pigeon mess outside the Abbey which has helped to improve the area, however he noted that this is costly. He advised that they are also looking at additional measures to deter the pigeons from nesting, including installing a peregrine falcon nest.</p> <p>A further discussion also took place relating to exploring ways of working in partnership across the town and the use of the Abbey for community events. It was noted that HTC covers costs for the Abbey floodlights and clock but is charged for hiring the Prior's Hall for Full Council meetings. Reverend Glover advised that he would speak to the General Manager regarding the hire of the hall. The possibility to have a HTC office in the Abbey was queried and Reverend Glover advised that it would currently be difficult to find space but that he would be happy to look into this further.</p> <p>The relationship between the Abbey and Hexham Community Partnership (HCP) was discussed and it was AGREED to explore ways of working together and that Councillor Baty would be willing to be part of a working party between organisations.</p>
1651.	<p>PLANNING VALIDATION CHECKLIST CONSULATION: It was AGREED to request that the application form should have a section detailing each aspect of the Hexham Neighbourhood Plan so that applicants can convey what steps they are taking to meet the Plan criteria.</p>
1652.	<p>HEXHAM NEIGHBOURHOOD PLAN: It was noted that only one of the two green spaces in Highford Park is currently protected by the Hexham Neighbourhood Plan, and it was AGREED to contact NCC to request that the additional green space be added to the Plan. It was also noted that the old Hexham Middle School site is now vacant and the future use of this was considered. It was AGREED that the future use should include a mix of affordable mixed housing, rental housing, allotments, community spaces, green spaces, parking and that the current community garden should be maintained or expanded and that any plans should tie into the future tree strategy for Hexham and use sustainable materials. It was AGREED to refer these proposals to the next Full Council meeting for discussion.</p>
1653.	<p>BIN REQUESTS: It was AGREED to add a bin on Priestlands Crescent and to replace and reposition two bins on Priestlands Estate as requested by Priestlands' Resident Group. It was also AGREED to add a bin by the pathway from Leazes Park Estate to Hexham Middle and High School as requested by a resident.</p>
1654.	<p>BENCH REQUESTS: It was AGREED to place a new bench outside the old Bus Station as requested by a resident. It was also AGREED to include a small plaque stating that the bench is owned by HTC.</p>
1655.	<p>ALLOTMENT FEES: It was AGREED to increase the annual rent in 2022 to £70.00 (£40.00 for a half size plot). This rent will be charged from 1 October 2022.</p>

1656.	ANNUAL REVIEW OF CEMETERY CHARGES AND RULES: After considering current charges, it was AGREED to defer consideration of this to the next meeting and for the Clerk to send Councillor Domingue information on the number of standard and parish burials per annum.
1657.	SUSTAINABILITY ACTION PLAN: It was noted that Councillor Ord and the Clerk had a meeting with NCC's Service Director for Climate Change regarding carbon footprint assessments and that information has been provided for a carbon footprint assessment of HTC to start. It was further noted that the Service Director suggested identifying existing climate-action groups within Hexham, to help set up and encourage new ones and to coordinate plans, ideas and requirements to succeed which can be passed back to NCC for support.
1658.	<p>CORRESPONDENCE: It was noted that:</p> <ul style="list-style-type: none"> a) LAND EAST OF DUKEWILLEY, LOWGATE: an appeal relating to 21/00496/FUL (construction of a bungalow) has been made to the Secretary of State against the decision of the County Council. b) RURAL SERVICES NETWORK: this was circulated to all Committee members. c) J P WESTALL QUOTATION: a quote from J P Westall Ltd for a system to provide air source heating and cooling for the Cemetery chapel and office had been circulated to all Committee members. d) FREE TREE GIVEAWAY: an email containing details of NCC's free tree giveaway had been circulated to all Committee members. e) RURAL FUNDING DIGEST: the Rural Services Network Funding Digest had been circulated to all Committee members. f) PLAQUE REQUEST: Councillor Cessford had received a request from a resident to install a plaque in the Market Place in memory of Carol Allison who ran the fruit and veg stall there. g) LAND EAST OF KINGSHAW GREEN, TYNE GREEN, HEXHAM: an appeal relating to 20/03542/FUL (change of use of land to site shepherd's hut for tourism accommodation) has been made to the Secretary of State against the decision of the County Council. h) DENE PARK PLAY AREA REPAIRS: two quotes from Team Sport and Play Ltd to repair the springs on the Jeep play equipment and repair a damaged step to the Multiplay at the Dene Park play area were considered. It was AGREED to pursue additional quotes for this work. i) TYNE GREEN PLAY AREA: a request from a resident regarding improvements to the Tyne Green play area had been received. It was noted that the play area repair and maintain budget had been spent this year, and the play area reserve budget already partially used, so it was AGREED to consider the suggestions when setting the budget for the next financial year. j) RURAL/MARKET TOWNS GROUP: an update from the Rural/Market Towns Group had been circulated to all Committee members. k) BEDDING: a resident had contacted the Clerk to express disappointment regarding the bedding/planting around Hexham. It was noted that the bedding was planted late due to a delay in receiving the order from the supplier, due to a number of factors including Covid-19,

	<p>poor weather and Brexit. It was AGREED that Councillor Kennedy will contact the Hexham Courant explaining the above, and to speak to the Operations Manager regarding planting schedules and timings to see whether any plants to be replaced by the winter plants due to be delivered in early October could be kept or given away.</p>
1659.	<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"> • 21/02299/FUL and 21/02300/LBC (Abbey House Clinic, Beaumont Street) – object on the grounds of the objection raised by Reverend David Glover regarding legal rights of access and request that the owners work with the Abbey to resolve this. • 21/03228/FUL (23 Edgewood) - not object but recommend that the highest possible standards of insulation and glazing are used. • 21/03210/FELTPO (Low Leazes, Leazes Lane) – not object, but request a smaller, more suitable tree is planted elsewhere in the garden. <p>Applications 21/03351/LBC (2 Orchard Place) and 21/03321/FUL (31 Hackwood Park) were also considered. It was AGREED there were no objections to, or comments on, these.</p>
1660.	<p>NEXT MEETING: It was AGREED that the date of the next online Committee meeting will be Wednesday 6 October 2021 at 5.30pm.</p>

Action Log

Update allotment guidance and include a statement re considerate parking at the Millfield/Eilansgate Junction at Quatre Bras (minute 1648a).	Councillor Baty
Invite the owners of the Old Goods Shed to a meeting (minute 1648b).	Clerk
Source quotes relating to the Cemetery Lodge (minute 1648c).	Operations Manager
Source additional quotes for solar panels, electric vehicle charging points and air source heating at the Cemetery (minute 1648d).	Admin Officer/Clerk
Contact Councillor O'Farrell for an update re Priestlands Residents Groups plans for Wydon Park (minute 1648e).	Admin Officer
Look at NCC's sustainability proposals and create a new Sustainability Action Plan (minute 1648f).	Councillor Hartland/ Councillor Domingue
Research into setting up a Friends of the Sele group (minute 1648g).	Councillor Ord/Councillor Baty
Invite Hexham Space for Nature to the next P&I Committee meeting (minute 1648i).	Councillor Ord
Request that the Historical Information Signage contains a QR code (minute 1648j).	Councillor Ord
Keep in touch with Hexham Abbey re solar panel proposals (minute 1648k).	Councillor Baty
Contact QBAA re proposed bonfires at the allotments (minute 1648l).	Councillor Hartland
Arrange collection and safe disposal of remaining glyphosate (minute 1648m).	Admin Officer/Councillor Ord
Pursue North of Tyne crowdfunding for Grow Hexham and report back with any updates (minute 1648n).	Councillor Grennan
Arrange example designs for the Subaru triangle area (minute 1648o).	Councillor Ord/Admin Officer
Pursue quotes re wildflower signage and arranging a stall at a Farmer's Market (minute 1648p).	Councillor Baty/Admin Officer
Arrange site meeting with NCC re land next to Wydon Park allotments (minute 1648q).	Clerk/Councillor Ord
Speak to Operations Manager re planting plans (minute 1648t).	Admin Officer
Contact Hexham Community Partnership re partnership working (minute 1650).	Clerk/Councillor Baty
Respond to the Planning Validation Checklist consultation (minute 1651).	Clerk
Contact NCC to request adding the additional green space at Highford Park to the Hexham Neighbourhood Plan and refer proposals re the future use of the old Hexham Middle School site to Full Council (minute 1652).	Clerk
Order new bins and install bins at Priestlands Crescent and the pathway from Leazes Park estate to Hexham	Clerk/Operations Manager

Middle and High School and replace and reposition two bins on Priestlands Estate (minute 1653).	
Order and install bench and plaque at old Bus Station (minute 1654).	Clerk/Operations Manager
Add review of burial fees for 2022/23 to the next agenda and send information regarding burial numbers (minute 1656).	Admin Officer/Clerk/Councillor Domingue
Pursue additional quotes for Dene Park play area repairs (minute 1658).	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 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

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- (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.
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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 6 OCTOBER 2021

Reference		Applicant
21/03799/FUL	Retrospective permission for the inclusion of a basement and living space in roof space to approved Rural Workers Dwellings (reference 16/01100/FUL) at Proposed Workers Dwellings, Access Road To Breckon Hill, Lowgate.	Mr M Haigh

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.