**BROOMHAUGH & RIDING PARISH COUNCIL**

The next meeting and AGM of the above Council will be held in the Supper Room of the Parish Hall on Monday 12th May 2014 at 7.45pm.

Cllr Dale will be available from 7.15pm and members of the public may put questions to the Council from 7.30-7.45pm

# AGENDA

# 1. Apologies for Absence

2. **Election of Chair and Vice-Chair**

3. **Approval of Standing Orders**

4. **Declaration of Interests**

To receive: disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

5. **Delegation of responsibilities**

To delegate to councillors the Chairman’s authority to take decisions in the following areas subject to approval at future PC meetings:

*Planning Sub-Committee*

*Parish Plan*

*Legal/FOI matters*

*Appraisals*

*VHT representatives*

*Website monitoring*

*Handyman/ Amenity matters/ Play park inspection*

*Accounts*

*Garden Shares*

*Minutes*

6. **Minutes**

To resolve: that the minutes of the Council meeting held on 10th March be signed as a correct record.

7. **Matters Arising**

To report: on matters arising from the previous Minutes excluding those included in this agenda.

1. Minute 4(i) – Railway bridges
2. Minute 4(v) – an update from Cllr. Dale on the response received from the Ambulance Service
3. Minute 4(vi) – memorial to Bobby Turner
4. Minute 4(vii) – Long Rigg
5. Minute 5 – new bank account
6. Minute 12(i) – Debmat
7. Minute 12 (ii) – Youth Club

8. **Outcome of the complaint against the Chairman made to the County Council**

To receive: an update report.

9 **Consultations**

To note: that the following consultation documents have been received and circulated to Councillors prior to this meeting.

* Post 16 Transport in Northumberland – response required by Monday 19th May
* Transport to Schools chosen for reasons of religion or belief – response required by Tuesday 10th June
* Harmonisation of School Transport Eligibility Criteria for children aged 8 to 11 – response required by Tuesday 10th June

To resolve: on the Council’s response to these documents.

To note: that a representative of Hexham Traders’ Association has been in contact asking that the Council canvas residents’ views on the proposals to relocate the Bus Station.

10. **Finance / Insurance**

a) Annual Accounts

To receive for approval:

1. The 2013/14 Accounts, Budget Summary and Annual Return;
2. The Governance statement;

To note:

(i) the Assets Register and Risk Assessment & Management document;

(ii) that the Notice of Appointment of Date for the Exercise of Electors’ Rights has been posted on the notice board as per the legislation. The dates for inspection are from Monday 12th May until Monday 9th June.

(All documents circulated prior to the meeting)

b) Monthly accounts

To receive for approval:

(i) a summary of payments for authorisation and bank reconciliation;

(ii) an overall review of current budget spending.

c) Annual grant to the VHT

To consider: making an award under Section 137 to the VHT.

d) Insurance

To receive: three insurance quotes for next year and to agree on the preferred supplier.

11. **Handyman**

To report: that the handyman has cut back hedge growth in the play park. He has also planted trees on the Marchburn river bank.

12. **Wheelchair access by Parish Hall leading to the Play park and Tennis Court**

To report: that following an initial meeting with the County’s Footpaths Officer, Jason Tennet has agreed to draw up plans and submit the planning application to the County Council. The proposal is for a parallel path adjacent to the current public footpath – draft plan attached. Estimates for the work range from £3000-6000.

To resolve: whether to proceed with this project.

13. **Play park**

To report:

(i) that the grass surface of the Play Park has deteriorated considerably in the past few months. Mole activity has been high over the winter and tunnels have collapsed beneath the surface leaving the ground rutted. Consideration needs to be given to resurfacing the area.

(ii) The larger swings are showing signs of rust to the bolts and rubber damage. Consideration needs to be given to replacing the swings.

14. **Fencing**

To consider: a quote received from the Pre-School to replace sections of the fencing around their garden adjacent to the tennis court.

15. **Grass cutting**

To note: that the County Council’s contract for grass cutting was accepted this year. The contract would appear to rely on historical data and a request has been made for NCC’s Green Spaces Officer to reassess all areas for which the PC is responsible and if necessary recalculate the quote.

16. **Environmental Report**

To note: that Sally Rogers is leading a group of volunteers to help tackle environmental issues in the village such as Himalayan Balsam and Japanese Knotweed. Residents interested in joining the group are asked to contact Sally by email on [sallyrogers@fsmail.net](mailto:sallyrogers@fsmail.net).

17. **Mill Race Gardens**

To report: that a request has been received from the VHT gardeners for a contribution of £40 to help fund installation of a handrail by the steps in the garden.

18. **Dene Terrace**

To clarify: the position on the responsibility for the Dene Terrace wall.

19. **New speed signs on the A695 to Corbridge**

To report: that new speed signs on the road to Corbridge have been installed recently without prior knowledge of the PC or County Councillor. The signs are considered confusing.

To consider: whether the PC should request alterations to the signage.

20. **Planning**

To report

1. that the following planning applications are under consideration by NCC:

14/00940/FUL Fairfield, Long Rigg – extension. PC response – no objection although minor issues raised.

14/01072/FUL Long Rigg, Long Rigg – extension. PC response – no objection although minor issues raised.

1. that the following planning applications have been considered by NCC and granted permission:

14/00055/LBC Stable End, Broomhaugh – new boiler and flue

14/00254/FUL Brockencote, Sandy Bank – extension.

13/03059/OUT Highfield, Sandy Bank – outline planning permission for new dwelling.

21. **Correspondence**

To consider: any correspondence issues not covered elsewhere on the agenda.

22. **Minor Matters**

23: **Date of Future Meeting**

To resolve: that the next meeting of the Council should be held on Monday 14th July 2014.

To note: that future meetings will be held on the second Monday of the following months: September, November, December, February, March, May and July with the annual Parish Meeting in April.

**Correspondence**

*Correspondence received from residents since the March meeting:*

Mrs S Soulsby – re use of the MUGA court and screening of the court

Mr B Young – letters re pothole in Millfield Road and annual Parish meeting

**Consultation Documents**

Fire & Rescue plan in addition see item 9