**BROOMHAUGH & RIDING PARISH COUNCIL**

I hereby give notice that a MEETING and AGM of the PARISH COUNCIL will be held in the Supper Room, Parish Hall, Riding Mill

On Monday 11th May 2015 at 7.45 p.m.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

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

**Dated: 5th May 2015 Catherine Harrison, Clerk of the Parish**

# AGENDA

# 1. Apologies for Absence

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

3. **Declaration of Interests**

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

4. **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*

 *Neighbourhood Plan*

 *Legal/FOI matters*

*Appraisals*

 *VHT representatives*

 *Website monitoring*

 *Handyman/ Amenity matters / Play park inspection*

 *Accounts*

*Garden Shares*

*Shop working group respresentative*

 *Minutes*

5. **Standing Orders/Financial Regulations/Code of Conduct**

To note: that Standing Orders and Financial Regulations were re-adopted recently and will be reviewed again in May 2016.

 To receive: for review and re-adoption a copy of the Code of Conduct issued by NALC (Paper A)

6. **Minutes**

To resolve: that the minutes of the Council meeting held on 9th March 2015 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 15/04(v) (Minutes 9 February 2015) – Underwood Road Bridge.* To note: that Network Rail had commenced remedial work on the bridge.
2. *Minute 15/10 (Minute 9 February 2015) – CCTV.* To note: that the PC has been advised by the Police that it is not feasible to install security cameras at either end of the village.
3. *Minute 15/24(ii) – MUGA Court.* Update from Mr Archer
4. *Minute 15/24 (vi) – Reconditioning of football field.* Update from Cllr. Singer and the Clerk.
5. *Minute 15/24 (viii) - Shop*. Update from Cllr. Cairns
6. *Minute 15/25* – Grass Cutting. Update from the Clerk
7. *Minute 15/31* – Tree works. Update from Cllr. Dunhill
8. *Minute 15/33* – Litter Pick. Update from the Clerk

8. **Wheelchair access by the Parish Hall leading to the play park.**

To receive: a second quotation for this work and to decide whether to proceed.

9. **Play Park**

 To receive: an update on plans for the Play Park.

10. **Spinney**

To consider: a request by RM Pre-School to make greater use of the Spinney, including the addition of items of educational equipment, and to review access to the Spinney.

11. **Finance / Insurance**

 a) Annual Accounts

To receive for approval:

1. The 2014/15 Accounts, Budget Summary and Annual Return (Paper B);
2. The Governance statement (Paper B);

To note:

(i) the Assets Register (NB: the Financial Risk Assessment document was approved at the last meeting);

(ii) that the Notice of Appointment of Date for the Exercise of Electors’ Rights will be displayed on the notice board from Monday 18th May as per the legislation. The dates for inspection are from Monday 1st June until Monday 29th June.

(iii) the report received from the Internal Auditor, Peter Basnett (Paper B).

(All documents circulated prior to the meeting)

 b) Monthly accounts

 To receive for approval:

(i) a summary of payments for authorisation and the 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 note: the insurance premium for 2015/16 is £2462.76. This is a slight reduction on last year’s premium. NB: the PC signed up to a 3-year agreement through Came & Company – this is the 2nd year of the agreement.

12. **Handyman**

To receive: a report of the Handyman’s work and to note his comments re required maintenance to the wooden footbridge by the Weir.

13. **Tour of Britain Cycle Race**

To note: that the cycle race will pass through Riding Mill on Thursday 10th September. The PC will work with the VHT and other interested bodies to help facilitate the race on the day.

14. **Consultations**

 To resolve: on the response to NCC’s Street Trading Policy consultation. Details on the website.

15. **Planning**

 To report:

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

15/00120/FUL – Hampton House, Wentworth Grange. Retrospective planning application for Orangery

15/01247/FUL – Lyndene, Millfield Road. Extension to garage

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

14/03862/FUL – Construction of 2 bungalows by Scotchwell House, Broomhaugh

15/00526/FUL – Coppas, Main Road. Single storey extension

(iii) That Cllr. Dunhill has clarified with NCC the position of the PC with regard to the positioning of Riding Mill and Broomhaugh within the Green Belt and confirmed approval of the County Council’s position that Riding Mill and part of Broomhaugh should be inset into the Green Belt with the majority of Broomhaugh washed over by it. (Reference: Small Settlements and the Green Belt Consultation Document).

16. **Correspondence**

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

17. **Minor Matters**

18: **Date of Future Meeting**

To resolve on the date of the next meeting of the Council. (Normally Monday 13th July 2015 but may be brought forward a week to Monday 6th July 2015).

To note: that future meetings will be held on the second Monday of the following months: September, November, December, February, March, May and July. The annual Parish Meeting will be held in April 2016 – date to be advised.

**Correspondence**

*Correspondence received from residents since the March meeting:*

Dr J Young – Account Query

Mr B Young – Disabled ramp

Mr R Tully – Burglaries

Mr M Marsh – Neighbourhood Plan / Development sites

Mr D Henderson – Knotweed, Millfield Road

**Consultation Documents**

Street Trading Policy – response required by 22nd May 2015.