



# Broomhaugh & Riding Parish Council

Minutes of the Council meeting held on Monday 12<sup>th</sup> December 2016 in Church Cottage, Church Lane, Riding Mill.

## **Councillors present:**

Cllr. Andy Dunhill (Chairman)  
Cllr. Brian Singer  
Cllr. Jill Mills

Cllr. Malcolm Reid  
Cllr. Eileen Carew  
Cllr. Peter Howe

## **In attendance:**

Mrs Anne Dale – County Councillor  
Mrs Catherine Harrison – Parish Clerk  
Public (2): Mrs J Rowntree and Mrs L Stephenson.

Cllr. Dunhill opened the meeting at 7.45 pm.

## **16/102 Apologies**

Apologies were received from Cllr. David McKenzie and Mrs Pam Pryor, Chair of the Village Hall Trust.

## **16/103 Declaration of Interests**

Cllr. Dunhill declared an interest in Item 6 - Cricket Club redevelopment as his team used the ground.

No other disclosures of personal and prejudicial interests on matters to be considered at the meeting were given.

## **16/104 Approval of the minutes of the meeting of 14<sup>th</sup> November 2016**

It was agreed that the minutes of the Council meeting, and of the Confidential Council meeting, were a true record and duly signed off by Cllr. Dunhill (Proposed: Cllr. Dunhill, seconded Cllr. Howe).

## **16/105 Matters arising**

### **(i) *Minute 16/86(iv) - Speed Signs***

The Clerk reported that the quote from Swarco was still awaited together with confirmation of whether it was possible to change the current signs to display both 30 and 20 mph warnings. Cllr. Dale reported that work designing the 20 mph scheme along Church Lane to limit speeds in front of the school was progressing. Two options would be considered and once the signage had been established she would send the plans to the PC for consultation. She also reported that the signage for the 20 mph scheme in Station Close was currently being installed.

**ACTION: CH/ADa**

### **(ii) *Minute 16/86(vi) – Street lighting review***

Cllr. Dunhill reported that he had completed a survey of the street lights in the village and the details were being logged onto the Parish Online database so that the PC had an overview of the current provision and would be able to liaise with NCC about any possible additions.

**ACTION: AD/CH**

(iii) *Minute 16/87(ii) – Dog Fouling at the sports field*

A statement by a resident living near the sports field was read by the Clerk. In order to allow dog owners to continue to exercise their pets on the field he had offered to monitor and remove any dog faeces he found. It was felt other responsible dog users would do the same. The PC noted that no further incidents had been reported and the PC thanked the resident for his offer of help. It was agreed that no further action would be taken at this time. The Clerk was asked to inform Osbit Power of the problem so that they were aware.

**ACTION: CH**

In the pre-meeting discussions, it was reported that there was a problem of dog fouling in Broomhaugh too. Cllr. Dale offered to notify the dog warden if residents could suggest the most appropriate time for a visit. The Clerk was asked to check if the PC could use chalk spray paint on the Council's highway which could be used as a way to highlight the problem.

**ACTION: CH**

(iv) *Minute 16/96 – Core Strategy*

It was agreed that the PC would not comment on the consultation on modifications to the Core Strategy. Cllr. Reid had issues with the County Council's position on coal extraction but this element had not been included in the current consultation.

**16/106 Delegation of Responsibilities**

It had previously been agreed that the Chairman could delegate to councillors the Chairman's authority to take decisions, subject to approval at future PC meetings and working in conjunction with the Clerk, in specific areas. As Cllr. Howe had recently joined the PC it was suggested that these areas of responsibility should be reviewed and the following highlighted changes were agreed:

*Planning Sub-Committee – Cllrs. Dunhill, **Howe**, Singer & Mills (3 from 4 would review each planning application)*

*Legal/FOI matters – Cllr. Mills*

*Appraisals – Cllrs. Carew & Singer*

*VHT representatives – Cllr. Carew (Reserve Cllr. McKenzie)*

*Website monitoring – Cllr. Dunhill*

*Handyman/ Amenity matters/ Play park inspection – Cllr. Dunhill*

*Accounts – Cllr. Reid*

*Sport & Recreation – Cllrs. Singer, **Howe** & McKenzie*

*Edible Riding Mill/Spinney/Environmental issues – Cllrs. Reid and **Howe** (Cllr. Carew – Spinney only)*

*East Tynedale Forum representative – Cllr. McKenzie*

*RM Play & Regeneration Group – Cllrs. Dunhill and Carew*

**(NEW) Tyne Valley Community Rail partnership representative – Cllr. Dunhill**

**16/107 Cricket Club redevelopment**

(i) *Update report*

Cllr. Dale had held a meeting with the Chairman of the Cricket Club and Kathie Keady from Active Northumberland. A draft constitution for the new sports club had been developed at the meeting together with a review of funding opportunities. Funding from the English Cricket Board was unlikely and it was suggested that the Club should apply to Sport England instead.

Initial plans for a new pavilion had proved far too expensive so the Club was exploring the possibility of buying a prefabricated structure or simply extending the current pavilion and refitting the interior.

Further funds might be required from the PC to help get the design to the Planning stage. Cllrs. Howe and Singer were asked to explore what further assistance the PC might need to provide.

**ACTION: PH/BS**

(ii) *New Lease*

In order to apply for funding the Cricket Club had requested that a new lease be issued in the name of Riding Mill Sports Club with at least a new 30 year term.

The Parish Council was happy to give an undertaking to agree to such a lease and would provide any documentation necessary to assist with the funding applications whilst the solicitor drafted the lease. Cllr. Singer highlighted that this would be a good opportunity to review some aspects of the lease, in particular, future funding arrangements.

**ACTION: CH**

Cllr. Mills noted a concern about the new name of the Club as the Tennis Club's new lease suggested a similar name change to the 'Riding Mill Tennis and Sports Club Ltd'.

**16/108 Marchburn Lane Bridge**

Cllr. Dunhill gave an overview of the discussions held about Marchburn Lane Bridge. Legal advice had been sought and the following guidance received: the PC owned the bridge and it would have to replace it if it failed. However, there was no legal requirement for the PC to maintain the bridge but, as the expense to provide a new one was considerable, it was in the PC's interest to keep it in good repair. For this reason the PC had requested a structural engineering firm, BT Bell, to inspect the bridge. The two outer beams had been found to be in a poor state of repair but the four inner beams were structurally sound and a 40 tonne weight limit could be maintained. The PC therefore proposed to narrow the bridge to ensure the weight of traffic using it was centred over the inner beams. The bridge was wider than the bridge in Millfield Road and any narrowing would still allow emergency vehicles and refuse lorries to cross. A quote from BT Bell to project manage the work was awaited and would be considered at the next PC meeting.

**16/109 Bus shelters by the Wellington Hotel and Riding Grange**

It was reported that the County Council had been unhappy with the position of both suggested bus shelters. The shelter at Riding Grange might be possible if it was moved to a wider section of the footpath. However, the suggested shelter for the westbound bus stop opposite the Wellington Hotel was deemed to be too near the junction of Whiteside Bank and a traffic island. Councillors were unhappy with this response and it was agreed that Cllr. Dale would ask the officer from the County Council to visit the site to see if a solution could be found.

**ACTION: ADa**

**16/110 Safety Mirror**

It was reported that the mirror assisting drivers exiting the road from Wentworth Grange had been mistakenly removed. A new mirror had been erected on a lamppost although by whom no one was sure. The Clerk had obtained permission from the landowner to erect a new post so that the old mirror could be reinstated and she would report back once a quote for its installation had been received.

Concern was expressed about the removal of the trees and hedge which now meant there was a possibility of falling down quite a steep embankment. The Clerk was asked to pass on the concerns to the landowner.

**ACTION: CH**

**16/111 Budget for the next Financial Year**

A document showing current budget spending and proposed spending for next year was received. After discussion the budget was agreed as follows:

<b>Budget Category</b>	<b>Proposed budget for 2017/18</b>	<b>Last year's budget</b>
Staff Costs	£5,300	£5,200
Insurance	£3,100	£3,000
General Admin	£1,350	£1,300
Professional Fees	£3,500	£5,600
Donations	£3,500	£3,500
Maintenance	£10,400	£8,000
Capital Expenditure	£10,500	£10,500
Miscellaneous	£800	£800
<b>TOTAL</b>	<b>£38,450</b>	<b>£37,900</b>

*Points to note:*

- Proposed 1.45% increase in budget.
- The budget to cover Professional fees had been substantially decreased as some of last year's costs had been to cover a tree survey and possible further litigation.
- The Maintenance budget had been increased to cover the cost of the third element of tree maintenance work the PC planned to undertake following the tree survey. The cost for the two earlier elements of the work would be taken from reserves.

It was agreed to transfer £2,950 from the Reserves and set the Precept at £35,500 (1.43% increase). This was proposed by Cllr. Dunhill, seconded by Cllr. Reid and unanimously agreed.

**ACTION: CH**

**16/112 Monthly accounts**

*(i) Monthly summary:*

*The following payments were authorised:* (Proposed Cllr. Dunhill/Seconded Cllr. Carew):

Barriers Direct – safety mirror for Sandy Bank	£364.16 (inc £60.69 VAT)
The Society of Local Council Clerks – annual subscription	£93
Marchburn Lane Residents' Association	£75
Catherine Harrison – November salary + £10 home allowance	£418.58
Catherine Harrison – reimbursement of expenses (stamps £14.28, WW1 panel (protection packaging £35.60, Courier to Edinburgh £61.00), Chalk spray paint £15.98, A3 photocopying £11.00)	£137.86
David McKenzie – reimbursement for Christmas tree and lights	£22.00
Northumbrian Water – cricket pavilion	£10.70
Office Depot – ink cartridges and grit	£77.88 (inc £12.98 VAT)
Homevend (December 16 Invoice 75)	£80.00

There were no receipts to note.

*(ii) Budget report*

It was noted that the Loans & Donations budget was overspent. This was due to the grant to the Cricket Club which would be funded from the Reserves.

The Capital Expenditure budget was largely unspent. The plan had been to install the new speed signs but this project was delayed and the funds would be carried over to next year.

(iii) *S137 Funding requests*

A paper was received detailing requests for funding from voluntary organisations. Following review it was agreed to make the following grants/donations (Proposed Cllr. Howe, seconded Cllr. Singer):

- Tynedale Hospice at Home (£60)
- CAN (£60)
- Sport Tynedale (£60)
- CAB (£60)
- Age UK (£60)
- Great North Air Ambulance (£60)
- The Stephen Carey Fund (£60)
- The Children's Foundation (£60)
- Northumberland Community Voluntary Action (£60)

**ACTION: CH**

It was noted that Riding Mill Pre-School and the Royal British Legion had already been awarded £60 donations.

**16/113 Handyman**

It was noted that the Handyman had treated the benches at the cricket field, Whiteside Bank and Broomhaugh bus stop with wood preserve (6 in total). This accounted for his December payment.

**16/114 Planning**

It was reported that:

- (i) the following planning applications were under consideration by NCC:
- 16/03709/VARYCO – Wirral House, Sandy Bank: extension. PC – no objection;
  - 16/04118/FUL – Land east of Dower Green. Detached house. PC – no objection but would like to see development in keeping with surrounding buildings;
  - 16/04131/FUL – 1 The Bungalow, Broomhaugh: 2-bedroom bungalow. PC – no objection but would like to see development in keeping with surrounding buildings. Also, concerns about parking and storage of materials whilst the build was in progress. The PC asks that the developer should provide a traffic management plan.
  - 16/04202/FELTPO – Brookside, Millfield Road. Remove sycamore. PC – no objection.
- (ii) the following planning applications had been considered by NCC and granted permission:
- 16/02518/FUL – Riding Hills: Detached garage;
  - 16/03429/FELTPO – St James Church: tree works.

**16/115 Consultations**

The following consultation was noted:

- Consultation to Changes to Planning Protocols – closing date for comments: 29<sup>th</sup> December.

Councillors were asked to send any comments to the Clerk by 21<sup>st</sup> December.

**ACTION: ALL**

**16/116 Correspondence**

No items to report.

**16/117 Minor Matters**

(i) *Stepping Stones, Broomhaugh Woods*

It was reported that although the stepping stones were in good order the abutments were washing away. The problem had been reported to the County Council and repairs had been scheduled for next year.

- (ii) *Ice on Underwood Road bridge*  
It was reported that the newly refurbished railway bridge on Underwood Road continued to be treacherous in icy conditions despite drainage holes being inserted by Network Rail. It was agreed to ask the County Council to contact Network Rail to highlight that there was still a problem. In the meantime local residents were asked to continue to spread grit from the nearby bin and the Clerk would purchase a scoop to leave by the bin.

**ACTION: CH**

- (iii) *Footpath to Corbridge*  
Cllr. Reid highlighted the importance of rerouting the footpath to Corbridge and it was agreed that Cllr. Dale would ask the County Council for an update on how negotiations with landowners were progressing.

**ACTION: ADa**

- (iv) *War Memorial in Cemetery*  
It was noted that as part of Historic England's pledge to protect war memorials across the country to mark the centenary of the end of the First World War, the war memorial in the cemetery had been Grade II listed. Should repairs be necessary to the memorial in the future, being Grade II listed should hopefully help ensure that grant funding would be available for its restoration.

It was noted that the War Memorial Panel had now been transported to Edinburgh for restoration which should hopefully be completed by April/May 2017.

- (v) *Clerk's home allowance*  
Cllr. Reid raised the issue of the Clerk's home allowance and suggested that it be increased to a more realistic level. It was agreed to consider the proposal at the February meeting.

**ACTION: CH**

- (vi) *Suggestion to enter the village in the National Garden Scheme in 2018*  
A suggestion had been made to enter the village in the National Garden Scheme. Whilst councillors were generally in favour of the idea it was suggested that any financial implications be identified before the PC could give a firm backing. It was agreed to ask Cllr. McKenzie to explore the idea further as this could link to his suggestion at the last meeting to form a village gardening group.

**ACTION: DM**

- (vii) *Erosion of the riverbank by the double tennis courts*  
The riverbank by the double tennis courts and neighbouring properties was becoming badly eroded. The Tyne Rivers Trust had been contacted and would be coming to advise the PC in the New Year.

#### 16/118 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 13<sup>th</sup> February 2017.  
Venue: Church Cottage.

Meeting closed at 9.35 pm