**BROOMHAUGH & RIDING PARISH COUNCIL**

I hereby give notice that the next meeting of the Parish Council will be held in Church Cottage, Church Lane, Riding Mill

On Monday 11th December 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 not be available** for questions at this meeting but members of the public may put questions to the Council from 7.30-7.45pm.

**Dated: 6th December 2017 Catherine Harrison, Parish Clerk**

# AGENDA

# 1. Apologies for Absence

2. **Declaration of Interests**

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

3. **Minutes**

To resolve: that the minutes of the Council meeting held on 13th November 2017 be signed as a correct record.

4. **Matters Arising**

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

1. *Minutes 17/95(i) - Relocation of bus stop sign.* Update from the Clerk;
2. *Minute 17/95(v) – Play Park.* Update from the Clerk;
3. *Minute 17/95(vii) – Defibrillator training.* To confirm: that a refresher training session will be held on Sunday 22nd April 2018;
4. *Minute 17/97 – Marchburn Lane Bridge / Weir Footbridge*. Update report from Cllr. Dunhill and the Clerk. To appoint: a contractor to plant and maintain the planters on Marchburn Lane bridge and to oversee other gardening projects in the village;
5. *Minute 17/99 – General Village Maintenance*. Update from the Clerk;
6. *Minute 17/105(i) – Millfield Road turning area.* Update from Cllr. Dunhill and the Clerk.

5. **County Councillor Report**

 To receive: a written report from Cllr. Dale on matters of interest.

6. **Millfield Road & Marchburn Lane Bridges Re-inspections / Sinking Fund**

 (i) To consider: a quote for the re-inspection of Millfield Road bridge.

 (ii) To review: any further information obtained regarding the practicalities of establishing a sinking fund for the bridges.

7 **Agreement not to enforce covenant**

To consider and approve: not to enforce a covenant with respect to a past extension in line with the Council’s policy as displayed on the website.

8. **Budget for next Financial Year**

To receive: for consideration the proposed budget for the next financial year (Paper A – to be tabled at the meeting).

To resolve: on the Precept to be set.

9. **Finance**

a) *Monthly expenditure*

 To receive for approval:

1. a summary of payments for authorisation and the bank reconciliation (Paper B)
2. an overall review of current budget spending (Paper C).

b) *S137 Requests for Funding*

 To consider: requests for funding from local voluntary organisations (Paper D).

 c) *External Auditor*

 To report: that PKF Littlejohn LLP has been appointed as external auditor for the Council by Smaller Authorities Audit Appointments Ltd (SAAA). This appointment is for 5 years, commencing with the financial year 2017/18.

10. **Policy Review**

 To receive: for review and re-adoption the following policy documents:

* Grant Award Policy (Paper E).

11. **Handyman**

To receive: a report of the Handyman’s work for December.

12. **Planning**

 To report:

1. that the following planning applications is under consideration by NCC:
* 17/04196/FELTPO – 4 Oaklands. Removal of various trees and maintenance to others. PC – no objection.
1. that the following planning applications have been considered by NCC and granted permission:
* 17/03479/PRUTPO – Removal of limbs from oak trees opposite Broomhaugh First School;
* 17/03473/VARYCO – 4 St James’ Close. Variation of conditions;
* 17/03800/FUL – 5 Dene Terrace. 2-storey extension to rear and side.

13. **Correspondence**

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

14. **Minor Matters**

 (i) Condition of the surface of the Old Playground

15: **Date of Future Meeting**

To resolve: that the next meeting of the Council should be held on Monday 12th February 2018.

*Correspondence*

None