



Broomhaugh & Riding Parish Council

Minutes of the Council meeting held on Monday 11th March 2019 in Church Cottage, Church Lane, Riding Mill.

Councillors present:

Cllr. Brian Singer (Acting Chair)
Cllr. Christine Howe
Cllr. Eileen Carew
Cllr. Janet Padgett

Cllr. David McKenzie
Cllr. Jill Mills
Cllr. Pam Bridges

In attendance:

County Councillor Anne Dale (until Minute 19/22)
Mrs Catherine Harrison – Parish Clerk
2 members of the public were present

Cllr. Singer opened the meeting at 7.30 pm.

19/17 Apologies for Absence

Cllr. Andy Dunhill and Cllr. Pauline Mulholland.

19/18 Declaration of Interests

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

19/19 Approval of the minutes of the meeting of 11th February 2019

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

19/20 Matters Arising

(i) *Minute 19/15(i) – Annual Parish Meeting.*

The Clerk confirmed that the APM would be held on Thursday 16th May at 7 pm in the Parish Hall. Michael Green, a resident of Long Rigg and an author of a new book which tells the tale of witchcraft in the Tyne Valley, had agreed to give a short talk about his book and this would link with a discussion about the proposed Riding Mill Heritage Project.

(ii) *Minute 19/04(v) – Tennis Club lease*

Rob Archer, Chairman of the Tennis Club, gave a report on matters involving the Club. He thanked the PC for both finalising the new lease and for awarding a grant to help provide youth sessions. These sessions would be held in the Easter holidays. The club was also running "Rusty Racket" sessions to encourage new members. He advised that the MUGA court would be repainted in the next two months and would be the same colour as the double tennis courts. The PC offered to notify immediate neighbours.

ACTION: CH

19/21 County Councillor Report

Cllr. Dale reported on the following issues:

(i) *Improvements to the footpath to the Broomhaugh roundabout.* Cllr. Dale had met with the relevant County Council officer to discuss if improvements were possible;

(ii) *Helister's Wood – closure of permissive footpath.* Cllr. Dale had directed residents to the Footpaths Officer at the County Council who was able to further explain the legal position with regard to permissive paths;

- (iii) *Gullies*. All had been cleaned but there was a confirmed problem with one near Riding Grange and this was being investigated by the County Council;
- (iv) *Issues with Northern Rail*. Cllr. Dale would be holding a meeting with Northern to discuss various issues notably, the siting of a ticket machine on the westbound platform but not the eastbound platform, which caused great difficulties for users with mobility problems. Other issues were raised including the light on the footpath to Broomhaugh which had been broken for months and problems using railcards. Cllr. Dale asked councillors to email her with their detailed complaints and she would raise them at the meeting;

ACTION: ALL

- (v) *Sports Club*. Cllr. Dale confirmed that the Ombudsman had agreed to investigate the Sports Club's complaint;
- (vi) *20 mph project*. This was yet to be fully implemented and Cllr. Dale's comments made at the last meeting still applied;
- (vii) *Multiple roadworks in the village*. Cllr. Dale confirmed that these were emergency gas and water works and as such the County Council had little control over co-ordinating them. Hopefully with the installation of new pipes, faults would be less frequent in the future.
- (viii) *A69 improvement works at Hexham*. A discussion was held about the proposed alterations to the roundabout. Councillors agreed that the priority should have been to look at access into Hexham rather than ensuring the free flow of fast traffic on the A69. It was agreed that the Parish Council should write to Highways England to register their concerns (Proposed Cllr. Singer, seconded Cllr. McKenzie).

ACTION: CH

19/22 **Sports Club**

It was noted that identical accounts had been submitted to those submitted in 2017. It was therefore agreed to refuse a further grant until accurate accounts, approved by an independent person, for 2018 were received along with a copy of the latest bank statement for the Sports Club. It was requested that the club treasurer or his representative should attend the May meeting of the PC to present the accounts, a copy of which should be sent no later than one week before the next PC meeting.

In a subsequent discussion during review of the PC's accounts (Minute 19/25a), and because of a further large water bill, councillors agreed that the Sports Club must be reminded of the Council's need to ensure due diligence when awarding money. The PC needed to see a robust financial system in place and proper management of the Club. It was agreed that the Clerk should write to the Club's Chairman and remind him of this and also of the need for a business plan for future development of the Club, the submission of which would be made a grant requirement in 2020/21.

ACTION: CH

19/23 **Tree Survey**

A quote from Tyne Valley Woodlands to undertake a survey of all the PC's woodland was received. It was agreed to suspend Standing Orders and only consider this one quote which was unanimously accepted (Proposed Cllr. Singer, seconded Cllr. Mills). Reason for suspending Standing Orders: Tyne Valley Woodlands had completed the last survey in 2016 and was therefore best placed to ensure that all the earlier work had been completed. They had not raised the fee from their 2016 figure and they had been awarded the previous contract after a competitive tendering process.

ACTION: CH

19/23 **General Village Maintenance**

No maintenance issues were noted.

19/24 **Review of Policy Documents**

The following documents were reviewed and readopted subject to minor amendments:

- Financial Risk Assessment. (Proposed Cllr. Padgett, seconded Cllr. McKenzie)
- Amendment to litigation risks;

- Asset Register (Proposed Cllr. Howe, seconded Cllr. Carew)
 - Addition of new assets;
- B&RPC Continuity Plan (Proposed Cllr. Singer, seconded Cllr. McKenzie)
 - Amendments to contact details. NB: Clerk to ensure all new councillors and contractors have signed B&RPC Privacy Notice.

ACTION: CH

19/25 Finance / Insurance

(a) Monthly accounts

(i) The following payments were authorised (Proposed Cllr. Singer, seconded Cllr. McKenzie):

Seymour Gardens and trees – maintenance of edible garden	£42.50
Martin Stewart – emergency call out for water leak, inspection of play park, Materials, power washing of wooden footbridges	£322.00
Office Depot – paper, ink cartridges, archive boxes	£131.93 (inc. VAT £21.99)
Communicorp – yearly subscription to Clerks & Councils magazine	£12.00
Catherine Harrison – February salary + home allowance	£468.45

Regular standing order:

Martin Stewart/Neetfleet – monthly handyman payment	£160.00
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Wave – Direct debit. Water charges, cricket pavilion	£231.97

The following receipts were noted:

HMRC – vat reclaim	£2527.21
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(ii) Budget report

The budget report was received and accepted. No new issues were identified.

19/26 Handyman

The handyman had power-washed the wooden footbridge at the tennis courts and his fee included hire of the appropriate machinery. He had also inspected the play park and had attended the sports field at short notice to deal with a water leak.

19/27 Planning

It was reported that:

- the following planning application was under consideration by NCC:
 - 19/00555/FUL Westril House, Long Rigg. Two storey and single storey extension to rear and other amendments. PC – no objection.
- the following planning application had been considered by NCC and granted permission:
 - 18/03877/FUL – Knotts Wood, Main Road. Single storey extension.

19/28 Correspondence

Correspondence received:

- Mr M Nicholson – street lighting issues, Broomhaugh. The Clerk had replied - see Minute 19/29;
- Mrs M Dawson – Helister's Wood permissive path. Referred to Cllr. Dale;
- Mr C Reid – dog fouling. The Clerk had replied. Further reminders would be made in the next issue of the Parish News;
- The Northumberland & Newcastle Society – request to respond to Northumberland County Council's Core Strategy consultation re its proposed wind turbine policy. It was agreed that Cllr. Howe would write to the County Council in support of wind turbines.

ACTION: CHo

Cllr. McKenzie proposed that the parish council should give further consideration to “green issues” and consider the adoption of a carbon policy for the village. He suggested that it should be made an agenda item at a future meeting.

ACTION: DM/CH

19/29 **Minor Matters**

(i) *Lighting issues – station footpath to Broomhaugh.*

The Clerk reported that the streetlight not working at the start of the path to Broomhaugh belonged to Network Rail. All the other lights at the station were maintained by Northern. It was therefore proving difficult to establish who had maintenance responsibilities for the light. Apparently Northern would be changing the other lights to LED ones at some point and it was hoped that this light would be dealt with then.

(ii) *Closure of permissive footpath adjacent to railway.*

The owners of the building plot had liaised with both Network Rail and the Footpaths Officer at the County Council and it had been agreed that it was appropriate to close the path. It would be reopened once building work had been completed.

(iii) *Overhanging hedges*

It was noted that there was a large hedge protruding into the footpath at Broomhaugh. The Clerk was asked to write to the homeowner to ask if it could be trimmed.

ACTION: CH

(iv) *Building Plot opposite the Old Tavern*

It was noted that building work had now commenced.

(v) *Proposals to install a barrier entry system to Osbit*

Councillors noted that Osbit proposed to install a barrier entry system which could potentially affect the Sports Club rights of access to the sports field. Further details were awaited from Osbit and a discussion would be held at a future meeting.

19/30 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 13th May 2019. Venue: Church Cottage.

Meeting closed at 9.14 pm