

BROOMHAUGH & RIDING PARISH COUNCIL

I hereby give notice that the next meeting and AGM of the Parish Council will be held in Church Cottage, Church Lane, Riding Mill
On Monday 13th May 2019 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: 8th May 2019

Catherine Harrison, Parish Clerk

AGENDA

1. **Apologies for Absence**
2. **Election of Chair and Vice-Chair**
Chair to sign Declaration of Acceptance of Office for the position.
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 review and update: the current list of responsibilities delegated to individual councillors.
5. **Standing Orders/Financial Regulations/Code of Conduct**
To receive: for review and re-adoption:
 - Standing Orders (Paper A)
 - Financial Regulations (Paper B)
 - Code of Conduct issued by NALC (Paper C)
6. **Minutes**
To resolve: that the minutes of the Council meeting held on 11th March 2019 be signed as a correct record.
7. **Matters Arising**
To report: on matters arising from the previous Minutes excluding those included on this agenda.
 - (i) *Minute 19/29(i) – light at Station.* To note: this had now been repaired.
8. **County Councillor Report**
To receive: a report from Cllr. Dale on matters of interest relating to the village not included elsewhere on the agenda.
9. **Sports Club**
 - (i) To ratify: a loan of £12,000 made to the Sports Club to allow for the installation of electricity to the pavilion. The loan is made on a temporary basis until the S106 grant awarded by Northumberland County Council is received at which point the PC will be refunded.
 - (ii) To receive: a copy of the Sports Club's accounts for 2018/19 and to resolve on the grant to be paid to the Club in 2019/20 (Paper D).
 - (iii) To receive: an update on progress to raise funds to install a new pavilion.
10. **Finance / Insurance**
 - a) *Annual Governance and Accountability Return for 2018/2019*
 - (i) To note: that the Internal Auditor, Mrs Margaret Weatherley, has raised no issues of concern after auditing the accounts;
 - (ii) To approve: the Annual Governance Statement (Paper E(i))
 - (iii) To approve the draft annual accounts for 2018/2019 (Paper E(ii))

- (iv) To approve the Accounting Statement and Explanation of Variances (Paper E(iii))
- (v) To note: that the Dates for the Exercise of Electors' Rights to view the accounts will be from Monday 10th June until Friday 19th July.

b) *Monthly accounts*

To receive for approval:

- (i) a summary of payments for authorisation and the bank reconciliation (Paper F(i));
- (ii) an overall review of current budget spending (Paper F(ii)).

c) *Annual grant to the VHT*

To approve: the annual grant to the Village Hall Trust (NB: last year's grant was £2500).

d) *Insurance*

To note: the insurance premium for 2019/20 is £2266.53. NB: the PC signed up to a 3-year agreement through Came & Company – this is the final year of the agreement.

11. **General Village Maintenance**

To note any issues of concern and to consider additional work identified in the review by Cllrs. Dunhill, Howe and Carew. Also, to note the work undertaken by Ray Dryden to the wall at the edible garden.

12. **Handyman**

To note: the recent work undertaken by the handyman and to consider a quote for the re-roofing of the bus shelters at Broomhaugh.

13. **Play Park**

To note: any issues of concern and to consider quotes for the power-washing of all surfaces and equipment.

14. **Tree Survey**

To report: on the findings of the recent tree survey and to agree on the priority work for this year.

15. **Website**

To note: that the ridingmill.org website will need to meet new Accessibility standards by September 2020 and to consider how this can be achieved.

16. **Archive material to be scanned**

To consider: a quote from Cleardata to scan old documents/deeds.

17. **GDPR**

To consider and approve: a number of policy documents to meet the GDPR requirements (Paper G).

18. **“Green” Riding Mill**

To consider: how the PC could support and promote environmental issues relevant to the village.

19. **Planning**

To report:

- (i) that the following planning applications are under consideration by NCC:
 - 19/01259/PRUTPO – 5 Meadow Park. Tree works. PC – no objection;
 - 19/01141/FELTPO – 1 Manon Close. Tree works. PC – no objection;
 - 19/01242/FUL – Riding Hill Farm. Change of use of paddock and construction of field shelter. PC – no objection;
 - 19/00923/FUL – Holmfield, Sandy Bank. Construction of garage to rear of property. PC – no objection.
- (ii) that the following planning application has been approved by NCC:
 - 19/00770/VARYCO – Thirlwell, Broomhaugh.

20. **Consultations**
To agree: on a response to NCC's Housing Strategy for Northumberland consultation. Response required by 31st May.
21. **Correspondence**
To consider: any correspondence issues not covered elsewhere on the agenda.
22. **Minor Matters**
- 23: **Date of Future Meeting**
To resolve: on the date when the next meeting of the Council should be held after considering councillors' availability.
24. **Confidential Matters:** Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of these items (to consider: 1. Consideration of quotes and appointment of contractor to undertake repairs to Millfield Road Bridge, 2. Consideration of Osbit's request to install a barrier entry system limiting access to the lane by the sports field).

Correspondence:
Mrs L Stephenson – painting of MUGA court

REMINDER

ANNUAL PARISH MEETING – Thursday 16th May 2019, 7 pm, Parish Hall
Guest Speaker – Michael Green – The Ghosting of Anne Armstrong