



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held on Monday 8th July 2019 in Church Cottage, Church Lane, Riding Mill.

Councillors present:

Cllr. Brian Singer (Chair)

Cllr. Eileen Carew

Cllr. Janet Padgett

Cllr. David McKenzie

Cllr. Christine Howe

Cllr. Pauline Mulholland

In attendance:

County Councillor Anne Dale (until Minute 19/61)

Mrs Catherine Harrison – Parish Clerk

No members of the public were present

Cllr. Singer opened the meeting at 7.36 pm.

19/55 Apologies for Absence

Cllrs. Andy Dunhill and Pam Bridges

19/56 Declaration of Interests

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

19/57 Approval of the minutes of the meeting of 13th May 2019

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. Singer (Main meeting - proposed Cllr. Padgett, seconded Cllr. Howe, Confidential meeting – proposed Cllr. Padgett, seconded Cllr. McKenzie).

19/58 Matters Arising

(i) *19/40(d) – Insurance.* It was noted that a replacement valuation figure had been obtained for the War Memorial as it was now Grade II listed and deemed to belong to the Parish Council. The yearly cost to include it on the PC's insurance was £260.51. A tree falling in the cemetery was perceived as the greatest threat and the Clerk was asked to establish what insurance St James' Church held for the cemetery. Councillors considered whether it was more cost effective to make a one-off contribution for tree works to minimise the risk rather than commit to the yearly insurance premium.

ACTION: CH

(ii) *19/43 - Play Park – fenced off area by MUGA court.* It was noted that Mr Archer, on behalf of the Tennis Club had indicated that they would be happy for this area to be used to store bikes and scooters by children using the play park. The Clerk was asked to purchase a small sign for the gate.

ACTION: CH

(iii) *19/45 – Website.* It was reported that the new web designer had been appointed and updates to the site would be made shortly. The Clerk was asked to write to Dave Porter to thank him for his help over the years creating and then maintaining the website.

ACTION: CH

- (iv) *19/54(a) – Repairs to Millfield Road Bridge.* The Clerk reported that maintenance work on the bridge was due to commence shortly – it had been hoped that it would begin the week commencing 8th July but due to staffing issues it had had to be delayed. No restrictions to traffic using the bridge would be necessary.
- (v) *19/54(b) – Osbit – installation of barrier.* Cllr Singer reported that he and the Clerk had met representatives of Osbit. Osbit were happy to consider the amendments suggested and an updated proposal was expected shortly. Once the details were finalised and an installation date known, the Clerk should write to the Sports Club.

ACTION: CH

19/59 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) Gateway entrances/ flashing speed signs. Cllr. Dale was pleased to report that the new speed activated signs were now working at either end of the village and that residents had reported that they felt the majority of cars were responding to the signs and slowing down as they entered the village. Cllr. Singer confirmed that volunteers had undertaken a speed watch session at Broomhaugh and had noted six cars in an hour exceeding the speed limit – these drivers would all receive a letter from the police. Cllr. Dale reiterated her plan to undertake a review of all the signage throughout the village once the full scheme had been implemented;
- (ii) Litter – Cllr. Dale was dealing with a query re responsibility for clearing litter on the A68/A69 and whether further bins were required;
- (iii) Sewage smell at Station Close. Cllr. Dale reported that the problem of a foul smell at various locations in Station Close had been reported at the annual Parish Meeting and she had asked NWL to investigate. They had identified the problem and would make repairs as soon as possible;
- (iv) Cllr. Dale offered to contact NWL to see when they hoped to have the water leak repaired on the main road;
- (v) Cllr Dale reported that she planned to convene a meeting with the Sports Club, members of the Parish Council and Kathie Keady, the Sports Development Manager at Active Northumberland, to establish what funding was currently available to help with the redevelopment of the pavilion.

ACTION: ADa

ACTION: ADa

19/60 Sports Club

Cllr. Howe reported on the informal discussions councillors had had regarding possible ways the PC could help with the redevelopment of the pavilion. Grant funding appeared limited and it was important to establish exactly what the Club required and could afford. It was also important that the community was behind the scheme as this was a necessity for grant funding and she proposed to include a questionnaire with this year's PC newsletter. She welcomed Cllr. Dale's offer to call a meeting with the Sports Club in order to progress matters.

ACTION: CHo/CH

The Clerk was asked to liaise with the Sports Club to check the progress with the installation of electricity to the pavilion and the likely date when the Council's loan would be repaid.

ACTION: CH

19/61 Riding Mill Play & Regeneration Group

Cllr. McKenzie outlined the current remit of the group was twofold, firstly to consider the reinstatement of the mill pond in Marchburn Lane, secondly to consider various village heritage projects.

Reinstallation of the mill pond: Cllr. McKenzie confirmed that the group was working with the Tyne Rivers Trust (TRT) who were in the process of completing a feasibility study. A number of meetings had been held by the TRT with local residents, the Environment Agency and the County Council. Various options had been proposed and the next stage was to engage with local residents to establish a preferred choice. The TRT felt that it was an exciting project that could enable lots of learning opportunities for children and they were keen to involve Broomhaugh First School in the discussions too. These consultations were likely to take place in September/October.

Heritage sub-group: the sub-group proposed to reprint Marion Cooke's history of the village. Permission for this had been granted by the family and a resident was willing to privately fund the initial costs. The sub-group planned to visit the County Records office at Woodhorn to review archive material with the hope of finding further information about residents involved in the First and Second World Wars which they could possibly collate into a second book. It was also hoped that the website could be updated to include a local history section. Furthermore, the Regeneration Group was looking at creating a village trail to direct visitors to various points of interest with appropriate interpretation boards at key locations. Funding for this project could possibly be linked with the mill pond project as signage explaining the history of the mill and its mill pond would be important.

19/62 **Additional mirror to aid drivers exiting Sandy Bank**

It was noted that the Sandy Bank Residents' Association had written requesting whether a second mirror could be installed to aid drivers exiting Sandy Bank. Cllr. Dunhill had liaised with the Residents' Association and had agreed that this was a difficult junction and a second mirror would improve safety. It was therefore unanimously agreed that, if the Residents' Association was happy to make a contribution of £200 towards the cost (approx. 40%), then the Council would install a second mirror.

ACTION: CH

19/63 **Scanning of historical documents**

The Clerk reported that she had retrieved the archive files from the solicitors and, together with old historical documents she held, she had obtained a quote for them to be scanned so that they could be held as pdf files. The quote was for a certain number of pages – the final figure would only be known once all the pages had been scanned. It was unanimously agreed to proceed with arranging for the documents to be scanned (Proposed Cllr. Carew, seconded Cllr. Singer). Cllr. Singer suggested that a procedure for re-recording the documents approximately every ten years should be developed as electronic storage could fail and that back-up copies should always be held.

ACTION: CH

19/64 **Play Park**

It was noted that the yearly inspection had been completed. The new company had been very thorough in its report and a number of minor issues had been identified which the handyman would be asked to deal with. Some minor expenses were expected. The inspector had removed the piece of rope which hung on the gate and had allowed parents to stop younger children opening it. Health and safety guidance recommended that children should always be able to gain free access out of a playground in case of bullying. It was reported that some parents were unhappy that the rope had been removed and a sign explaining why should be displayed.

It was also noted that the Play Park surfaces and equipment had been power-washed as recommended in the yearly inspection.

Cllr. Mulholland pointed out that nettles around the perimeter of the park needed cutting back and the Clerk was asked to request that the handyman cut back all protruding foliage as soon as possible.

ACTION: CH

19/65 Village Maintenance

- (i) Handyman: The Clerk reported that the handyman had watered the planters on a number of occasions, strimmed various sections of Rights of Way, swept sections of the pavement along the main road and repaired the fascia on the bus shelter at Broomhaugh. This accounted for his June payment;
- (ii) Footpaths group: It was noted that the Footpaths Group had conducted a survey of all the Rights of Way in the village and submitted a report to the County Council indicating where repairs were necessary to stiles and gates. No information had been received from the County Council as to when the repairs would be undertaken. The Council recorded its thanks to the Footpaths Group for their work;
- (iii) Footpath beside the school: A request from Mr Archer, School Governor, to add the clearing of the overspill soil along the footpath from the school to the pre-school to the handyman's contract was considered. Councillors couldn't think of a way of improving soil retention along this stretch of pavement but the handyman would be asked to occasionally sweep the path. It was noted that the County Council was responsible for the maintenance of all pavements rather than the parish and therefore the school should contact them to see if a better, long-term solution could be found.

ACTION: CH

- (iv) Fencing adjacent to the footpath from Broomhaugh to the station: Concerns were reported that some of the fencing adjacent to land belonging to the Styford Estate was becoming rotten and the fence posts needed renewing. The Parish Council had done some repairs to this fencing before but it was agreed to approach the Estate first to see if it would replace the rotten sections before considering the matter again. Cllr. Dale offered to liaise with the land agent.

ACTION: ADa

19/66 Enhanced Services

It was noted that £2000 had been allocated in this year's budget for enhanced village services e.g. additional grass cutting, weed clearing, gully cleaning etc. Councillors considered a document outlining various options for using the funds. Additional grass cutting and gully cleaning were considered problematic as it would be difficult to coordinate with the County Council. The favoured options were pavement cleaning in order to remove weeds and moss, and the Rights of Ways to be better maintained. Before proceeding, County Council permission would be required and the Clerk was asked to contact the relevant officer to arrange a meeting to discuss the matter further.

ACTION: CH

19/67 Finance / Insurance

a) *Monthly accounts*

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

Seymour Gardens – maintenance of edible garden	£34.00
RM Village Hall Trust – Yearly donation	£2500.00
RM Sports Club – 1 st instalment, Yearly donation	£1250.00
RM Village Hall Trust – room hire	£32.00
David Ballantyne – tree works	£475.00
Came & Co. – yearly insurance	£2266.53
Catherine Harrison – May salary + home allowance	£482.56
T Bell Horticultural Services – grass cutting	£430.00
St James' Church PCC – extra pages in Parish News	£87.00
Office Depot – stationery	£90.10 (inc. VAT £15.02)
ME Stewart/Neetfleet – play park inspection and maintenance	£130.00
Edwin Thompson – insurance valuation of war memorial	£360.00 (inc. VAT £60.00)
Wave (Anglian Water) – water for cricket pavilion	£28.39
Seymour Gardens – maintenance of edible garden and planters	£77.50
RM Village Hall Trust – room hire	£16.00
The Play Inspection Co. – play park annual inspection	£78.00 (inc. VAT £13.00)

Unity Trust Bank – quarterly bank charges	£18.00
ME Stewart/Neetfleet – bus shelter repairs	£20.00
The Glean Team – jet washing of play park	£608.75
Catherine Harrison – June salary + home allowance	£482.56
Catherine Harrison – reimbursement (Document shredding £28.00, envelopes £6.49, plants £2.99, A2 plans £11.20)	£48.68 (inc. VAT £4.67)
St James' Church PCC – room hire	£55.00
Stephen Carey Fund – new defibrillator pads	£78.28
Martin Stewart/Neetfleet – monthly handyman payment (June)	£160.00
Martin Stewart/Neetfleet – monthly handyman payment (July)	£160.00

The following receipts were noted:

Unity Trust (Reserve account - Bridge fund) – quarterly interest	£1.50
RM Tennis Club – yearly rent	£25.00

(ii) *Budget report*

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

19/68 **Planning**

It was reported:

- (i) that the following planning applications were under consideration by NCC:
- 19/01243/FUL – land north of Riding Hills Farmhouse. Replacement of existing building with accommodation for holiday use. PC – no objection;
 - 19/01730/FUL – Pumping Station. Installation of heating and ventilation units and other associated works. PC – no objection;
 - 19/01157/FUL – Land by East Rigg, Long Rigg. Construction of two storey single dwelling in garden. PC – no objection but comments on design submitted;
 - 19/01951/FUL – Riding Farm. Construction of single storey dwelling and alterations to parking and access. PC – no objection.
 - 19/01947/FUL & 19/01498/LBC- Riding Farm. Resubmission. Demolition of building, change of use from agricultural building, two dwellings on footprint. 1.5 storey. PC – still to consider
- (ii) that the following planning application had been considered by NCC and granted permission:
- 19/01259/PRUTPO – 5 Meadow Park. Tree works
- (iii) that an appeal had been made following the determination of application 18/01233/FUL – Riding Farm. Demolition of existing modern structures. Change of use of existing agricultural buildings to residential.

19/69 **Correspondence**

It was noted that the following emails had been received and referred to Cllr. Dale as they related to County Council matters:

- Mr B Richmond – damage to road following installation of cable;
- Mr P Goldsmith – various emails re littering, speed signs and sign clutter;
- Mr M Nicholson – speed of traffic through village.

A letter from Ms A Jones re the mill pond project was noted. The issues raised were likely to form part of the Tyne Rivers Trust feasibility report but it was agreed that the email should be passed to the Regeneration Group to ensure that these matters were considered and the Clerk should reply accordingly.

ACTION: CH

A letter from Mr D Irwin re the proposed construction of a dwelling in the grounds of East Rigg was noted.

19/70 **Minor Matters**

(i) *Newsletter*

The Clerk reported that she was currently finalising this year's newsletter and it was hoped that it would be ready for distribution by the middle of August. Councillors were asked to help with its delivery if possible.

ACTION: ALL

(ii) *Cast iron planter in the Old Playground*

Cllr. Dunhill had submitted a report about a cast iron planter discovered beneath a bush in the Old Playground. Apparently, an elm tree had been planted to mark a jubilee of Queen Victoria and had been protected by the cast iron support. The tree died but the cast iron support remained, covered by a bush. As it was situated within the Old Playground it would belong to the Parish Council and he wondered if there was any merit to restoring the surround. Councillors were unsure about restoring it as that was likely to be expensive but were happy to take on responsibility for maintaining the current bush.

(iii) *Reduction in Physiotherapy services in Northumberland*

Councillors noted the planned changes to physiotherapy services in Northumberland and the impact this could have locally. It was agreed that the Council should write to the Northumberland Clinical Commissioning Group to raise its concerns.

ACTION: CH

19/71 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 9th September 2019.
Venue: Church Cottage.

Meeting closed at 9.45 pm