



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held on Monday 9th December 2019 at Church Cottage, Church Lane, Riding Mill.

Councillors present:

Cllr. Andy Dunhill (Chair)
Cllr. Brian Singer
Cllr. Eileen Carew
Cllr. Jill Mills
Cllr. Janet Padgett

Cllr. David McKenzie
Cllr. Pam Bridges
Cllr. Christine Howe
Cllr. Pauline Mulholland

In attendance:

County Councillor Anne Dale (until Minute 19/117)
Mrs Catherine Harrison – Parish Clerk
Six members of the public were present

Cllr. Dunhill opened the meeting at 7.44 pm.

19/110 Apologies for Absence

None

19/111 Declaration of Interests

Cllr. Dunhill declared an interest in Item 6: Sports Club;
Cllr. Padgett declared an interest in Items 8 & 9b in relation to next year's grant for the VHT.

19/112 Approval of the minutes of the meeting of 11th November 2019

It was agreed to make the following amendments to Minute 19/97:

A consultation with Tennis Club members had been carried out and **19 of the 21 who had responded were supportive of the ideas**. The new structure and floodlights would require substantial funds to be raised and were long-term projects. Planning requirements needed to be established.

Councillors were **generally** supportive of the ideas but agreed that before commenting further they would like the Tennis Club to consult with neighbours from surrounding properties or preferably with the whole village, after first establishing what planning permission would be required.

These changes were agreed unanimously. It was agreed that the remaining minutes of the Council meeting and the Confidential Council meeting were a true record and duly signed off by Cllr. Dunhill (Main meeting - proposed Cllr. McKenzie, seconded Cllr. Mills, Confidential meeting – proposed Cllr. Mills, seconded Cllr. Howe).

19/113 Matters Arising

- (i) *Minute 19/96 – Tennis Club: future plans.* It was noted that the Tennis Club would be holding an open meeting for all residents on Wednesday 11th December to share their proposed development plans. All neighbouring properties had received an invitation to the meeting;

- (ii) *Minute 19/98(i) – Repairs to Millfield Road Bridge.* The Clerk reported that the final painting still had to be completed and she was monitoring the outstanding work, however, no invoice had, as yet, been submitted by the contractor;
- (iii) *Minute 19/98(ii) – Enhanced Services.* Cllr. Dale reported that she had contacted the relevant officer at the County Council. Whilst the County had a desire to help the parishes with enhanced services, it had only limited capacity to take on additional work. When workload allowed, the officer would contact the Clerk;
- (iv) *Minute 19/100 – Restoration of former Mill Pond.* Cllr. McKenzie and the Clerk reported that the mill pond drop-in event had been well attended with over 30 comment forms completed and more had been returned subsequently. The majority of the respondents had seen positive outcomes from the project although many people had listed concerns that they would like investigated further. Option 2 was the preferred choice although a number of people had suggested an additional option of simply tidying up the area and seeing what happened naturally to the pond without introducing a water source. The Tyne Rivers Trust would be presenting its final report hopefully in time for the February PC meeting.
- (v) *Minute 19/106 – Pedestrian crossing signs by High Shilford Farm.* Cllr. Dale reported that she had contacted the relevant officer and was awaiting a response.

19/114 **County Councillor Report**

Cllr. Dale reported on the following issue:

- (i) Water leak by Mill House. NWL had responded as quickly as possible and the issue had been resolved;
- (ii) Water leak above Sandy Bank junction. Comex, the company which had installed the cable through the village, had recently returned to deal with the leak, however, they had only remained on site for a day and the problem had not been resolved. Cllr. Dale would contact the company to find out what they intended to do next;
- (iii) LTP – implementation of work. Cllr. Dale felt that the County Council was not fulfilling people's aspirations and it was not giving residents sufficient details about implementation of projects. For example, residents were delighted that a pedestrian crossing was to be installed but the time-scale had been changed a number of times and the reasons for this had not been communicated to the parish. She had taken these issues up with the relevant officers;
- (iv) Pedestrian Crossing – Cllr. Dale had been advised that the intention was to install this before the end of the financial year;
- (v) Lighting at Riding Grange. Cllr. Dale reported that changing the ornate lights at Riding Grange to LEDs had not been included in the original contract. If residents wished the lights to be changed they should inform her;
- (vi) Electricity sub-station. The planning enforcement team had been informed about the error in installing the gate to the sub-station and had referred the issue to the Highways department.

19/115 **Sports Club**

An update report was received from Cllr. Howe and she confirmed that the final estimates for the work were almost complete. Funding applications to the Football Foundation and Sport England were planned.

19/116 **Green Agenda and Climate Change**

(i) *Declaration of Climate Emergency*

Cllr. McKenzie reported that he had consulted with the climate emergency group and they were supportive of the PC declaring a climate emergency. This group would meet again in the new year with a view to establishing sub-groups to take forward their earlier ideas.

Cllr. Singer had outlined his proposal for declaring a climate emergency at the last meeting and given an outline of twelve possible suggestions the PC could do to support such a

declaration. He therefore proposed the motion again and it was unanimously approved (Proposed Cllr. Singer, seconded Cllr. Padgett). It was agreed that the declaration (Paper A) should be displayed on the website and an article written for the Parish News.

ACTION: CH

It was also agreed that ‘Climate Change’ should become a recurring agenda item at all future meetings.

ACTION: CH

(ii) *Local Recycling*

Cllr. Padgett reported that she had attended an open day at the West Sleekburn recycling plant. It had been an interesting experience – the plant was well run and dealt with vast quantities of rubbish. She had challenged them on the issue of not recycling enough e.g. should there not be kerbside recycling of glass and batteries as there was in other areas of the country. They highlighted a lack of resources and it was also noted that NCC had negotiated a long contract with the company and it was not currently obliged to recycle these items. A discussion was held as to whether more items could be recycled locally overseen by residents e.g. rigid plastics, plastic trays. Cllr. McKenzie was asked to raise this issue with his climate emergency group.

ACTION: DM

19/117 **Budget for next Financial Year**

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

Budget Category	Proposed budget for 2020/21	Last year’s budget
Staff Costs	£6050	£5,800
Insurance	£2700	£2,600
General Admin	£1900	£2,300
Professional Fees	£1900	£2,500
Donations/Grants	£6500	£6,000
Maintenance	£10,500	£16,500
Capital Expenditure	£9150	£5,500
Miscellaneous	£800	£800
Bridges sinking fund	£2500	£2,000
TOTAL	£42,000	£44,000

Points to note:

- Proposed 4.55% decrease in budget;
- The following budget categories would either remain static or marginally increase: Staff costs; Insurance and Miscellaneous;
- General admin and maintenance budgets would decrease as they had been raised last year to deal with one-off projects that had been completed;
- Professional fees – No surveys were required this coming year and the budget was therefore lowered;
- Grants and Donations – this budget was increased to allow for a larger donation to the Village Hall Trust
- Capital expenditure projects – the PC had been informed by the yearly play park inspector that some of the older pieces of play equipment would need replacing within the next 2-3 years and already a number of expensive repairs had been necessary. It was agreed that

rather than replace all pieces at once, the PC should replace one piece every year and set aside £5000. A budget was also agreed to cover 'green' projects;

- The PC agreed to continue to set aside money for the sinking fund for future bridge replacement and raised last year's figure by £500;

Precept Calculation

It was agreed to set the Precept at £42,000 (an identical precept to last year's). This was proposed by Cllr. McKenzie, seconded by Cllr. Howe and unanimously agreed.

ACTION: CH

19/118 Finance

(a) Monthly accounts

(i) *The following payments were authorised* (Proposed Cllr. Bridges, seconded Cllr. Dunhill):

Seymour Gardens	£217.50
RM Village Hall Trust – room hire	£36.00
RM Village Hall Trust – room hire	£20.00
SLCC – yearly subscription	£109.00
Marchburn Lane Residents' Assoc. – yearly subscription	£75.00
Datatron – document scanning	£588.61 (inc. VAT £98.10)
Seymour Gardens – edible garden monthly maintenance fee	£34.00
Welmedical – new battery for defibrillator	£197.94 (inc. VAT £32.99)
Martin Stewart / Neetfleet – play park repairs / play park inspection	£260.00
Catherine Harrison – November salary + home allowance	£491.89
Catherine Harrison – reimbursement of expenses (timer switch, waterproof	
Electrical box, cable, cable cover and Santa suit	£78.59
T Bell Horticultural services – grass cutting	£205.00
D Ballantyne – tree work	£450.00

Standing Orders/Direct Debits:

Martin Stewart/Neetfleet – monthly handyman payment (December)	£160.00
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The following receipts were noted:

None to report.

(ii) *Budget report*

The budget report was received and accepted. It was noted that the admin budget was overspent due to the unanticipated costs of changing website host and ensuring the website was GDPR compliant and met accessibility standards.

(b) *S137 Grants*

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

- Tynedale Hospice at Home (£60)
- CAN (£60)
- Sport Tynedale (£60)
- Citizens Advice (£100)
- Age UK (£60)
- Great North Air Ambulance (£60)
- The Stephen Carey Fund (£60)

- Northumberland Domestic Abuse Services (£60)
- North East War Memorials Project (£60)

ACTION: CH

It was also agreed that the Garden Invaders and Riding Mill Pre-school should receive awards of £100 each;

ACTION: CH

Broomhaugh School PTA: The PTA had requested a donation to help replace old play equipment on the school field. They were looking to raise a substantial sum but probably achievable through grant applications such as Awards for All, and it was suggested that rather than offering funds at this stage the PC could offer grant advice.

ACTION: DM/CH

19/119 **Policy Review**

The following policy document was reviewed and re-adopted without any amendments (Proposed Cllr. Carew, seconded Cllr. Bridges):

- Grant Award Policy

19/120 **General Village Maintenance**

- (i) *Handyman*. It was noted that the Handyman had cleared leaves from various paths and swept footpaths. This accounted for his December payment. In addition, he had also undertaken repairs at the Play Park and carried out the inspection of the Play Park.
- (ii) *Footpaths / Rights of Way*. It was noted that the County Council had made some general repairs to the footpath network, in particular, the stile on the footpath from Whiteside to the field by Wentworth Grange had been replaced by a kissing gate. The Clerk had written to thank the Footpaths Officer as this was a great improvement on the old stile and made the walk much more accessible. It was noted, however, that the gate was not always secure and it would be helped if a spring was attached to ensure it fully closed.

ACTION: CH

19/121 **Planning**

It was reported:

- (i) that the following planning application was under consideration by NCC:
 - 19/04383/FUL – Land east of Dower Green, Main Road. 2-storey single dwelling.
PC – No objection but have made comments;
- (ii) that the following planning application had been approved by NCC:
 - 19/01157/FUL – Land east of East Rigg, 2-storey single dwelling.

19/122 **Northumberland Local Plan**

It was noted that the next public hearing sessions for Chapter 13 (Managing Natural Resources) of the Northumberland Local Plan, which deals with the minerals, waste and renewable and low carbon energy aspects of the plan, would be held at Morpeth Town Hall, Market Place, Morpeth, NE61 1LZ on the following dates: Wednesday 5 February and Thursday 6 February 2020. Further details: <https://northumberland-consult.objective.co.uk/portal/planning/localplan/lp-exam>

19/123 **Correspondence**

Three residents had written re the Tennis Club's proposals. The Clerk had responded advising them of the Tennis Club's planned consultation with local residents and encouraged them to raise the issues directly with the Club during this process.

Two residents had written to query the draft Minutes – this was dealt with under Item 19/112.

Two letters had been received regarding the Mill Pond project. One was just a statement and did not need a response, the other the Clerk would reply to having already copied it to the Tyne Rivers Trust.

19/124 Minor Matters

- (i) Flood Warden meeting: Cllr. Dunhill reported that a first meeting of the flood wardens had been held. A village flood plan had been developed in conjunction with the Environment Agency (EA) and one of the tasks identified had been to recruit flood wardens. The wardens would liaise with homeowners and provide the link between them, the EA and the emergency services at times of flooding. They would also cordon off high risk areas.

19/125 Date of Future Meeting

It was agreed that the next meeting of the Council should be held on Monday 10th February 2020.
Venue: Church Cottage.

Meeting closed at 9.15 pm