



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held on Monday 10th February 2020 at Church Cottage, Church Lane, Riding Mill.

Councillors present:

Cllr. Andy Dunhill (Chair)
Cllr. Pam Bridges
Cllr. Eileen Carew
Cllr. Jill Mills

Cllr. David McKenzie
Cllr. Janet Padgett
Cllr. Christine Howe

In attendance:

County Councillor Anne Dale (until Minute 20/11)
Mrs Catherine Harrison – Parish Clerk
14 members of the public were present

Cllr. Dunhill opened the meeting at 7.55 pm.

20/01 Apologies for Absence

Councillors Brian Singer and Pauline Mulholland.

20/02 Declaration of Interests

Cllr. Dunhill declared an interest in Item 7: Sports Club;

20/03 Approval of the minutes of the meeting of 9th December 2019

It was agreed that the minutes of the Council meeting were a true record and duly signed off by Cllr. Dunhill (proposed Cllr. McKenzie, seconded Cllr. Padgett).

20/04 Matters Arising

- (i) *Minute 19/113(ii) – Repairs to Millfield Road bridge.* This work was still outstanding and the Clerk would continue to monitor progress;
- (ii) *Minute 19/113(iv) – Restoration of the former Mill Pond.* It was noted that the feasibility report had been delayed. The Tyne Rivers Trust hoped to complete it shortly once costs had been obtained;
- (iii) *Minute 19/113(v) – Pedestrian crossing signs by High Shilford.* Cllr. Dale confirmed that she was shortly to meet with the Highways Authority on site to discuss the issue.

20/05 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) *Water leak on the A695 west of Sandy Bank.* Cllr. Dale confirmed that a drain was required in the area and would be installed when Comex returned to correct the below standard work that took place during the laying of the fibre cable last year;
- (ii) *Advertising Signage.* Cllr. Dale had raised the issue of the amount of advertising signage on the highway with the County Council;
- (iii) *Road sweeping.* Cllr. Dale had requested that Whiteside Bank and pavement should be swept following a request from a resident and this had been done recently;
- (iv) *20 mph scheme.* Cllr. Dale would be reviewing all the work undertaken in Riding Mill and identifying what still needs to be completed in her meeting with the Highways Authority;

- (v) *Highways Signage.* Cllr. Dale reiterated her intention to review all the signage in the village once the pedestrian crossing had been installed and the 20-mph scheme fully implemented, to ensure only necessary signage remained;
- (vi) *Gullies.* Cllr. Dale continued to report blocked gullies especially on Church Lane and on the A695 at both ends of the village;
- (vii) *Tennis Club Development and Planning.* Cllr. Dale outlined the planning process which the Tennis Club must follow should it decide to seek planning permission for floodlights. She also outlined the appeal process. Should residents have queries about any aspect of the planning process she suggested that they contact her.

20/06 Tennis Club

(i) *Pre-meeting discussion*

Residents outlined their concerns about the proposals highlighting light pollution, harmful effects on wildlife, disturbance to immediate neighbours and safety concerns because of the increased need for parking. There was unhappiness with how the consultation by the tennis club had been conducted with no opportunity given for open discussion nor feedback given from the earlier presentation. Residents were keen that the tennis club did not become a commercial operation and felt that tennis coaching should be for members only. They asked the PC to encourage the club to hold open discussions. Councillors agreed to pass on the comments to the club and recognised that the floodlight proposal was proving divisive in the village.

ACTION: CH

- (ii) A written report (Appendix A) was received from the tennis club (TC). It proposed to take forward six schemes which Cllr. Dunhill read whilst summarising the PC's response to each one:

- 1&2 **Sponsor/Logo** – this did not require the PC's consent or approval therefore no comment;
- 3 **Screening** – no objection;
- 4 **External sign** – this did require the PC's consent in its capacity as owner of the verge which was not included in the lease to the TC;
- 5 **Pathway** – this had already been agreed in principle at the PC meeting of 11th December 2017 on the basis that level access was required;
- 6 **Covered social area** – this would require the PC's consent as landlord. It would also require planning consent, as possibly would the screening and sign, and the PC would like the TC to confirm the position.

Cllr. Dunhill then read directly from the TC's document: *"In view of representations made in person at the December 11 presentation, in feedback forms, and in further discussions and correspondence, it is the judgement of the committee that further evaluation of the proposed installation of floodlighting will be required. These evaluations will examine in further detail all feedback which is still being received and will encompass the estimated cost of floodlighting; the availability of grants and other financial support; the cost of maintenance and repairs; times of operation; the environmental impact; and the impact on neighbouring properties and residents."*

"It is anticipated these evaluations will be detailed and complex, and will take a significant time to undertake. Once they are completed, the RMTC committee and membership will assess the feasibility of the floodlighting proposal before consulting further with neighbouring residents, the wider population of the village and the parish council".

Cllr. Dunhill recognised that floodlights were the most contentious aspect of the proposals. Out of 39 letters received by the PC all were opposed to this proposal. He indicated that the PC would wait until a planning application was received before considering this issue further but reiterated that the PC would highlight to the TC the need to hold an open meeting with residents.

- (iii) The Tennis Club had written to request permission to erect a club sign on land owned by the PC. They also sent proposals for the paving at the entrance path to the tennis courts which had been approved, in principle, in December 2017. The sign was to be no greater than 1m x 1m with tanalised timber posts. The design had not been finalised but would contain their logo with a detachable area to be used to promote events at the club.

The sign was approved (proposed Cllr. Bridges, seconded Cllr. Dunhill). [Note: displaying of sponsorship information was not requested, nor would it be considered in the future].

Entrance path: the paving materials were reviewed. Councillors had no issue with this proposal but would want the paving to be in keeping with the surroundings and suggested the TC use the 'charcoal' option (proposed Cllr. Mills, seconded Cllr. Carew).

ACTION: CH

20/07 **Sports Club**

a) New Pavilion

(i) Cllr. Howe presented a written progress report on plans for a new pavilion. The Minutes of the Sports Club subcommittee were also received and it was noted that:

- funding would be sought from the Football Federation and Sport England and would be made in the name of the Parish Council or jointly with the Sports Club;
- a contractor had been identified having submitted the lowest quote;
- it was suggested that any contract should be via the Parish Council (as owners of the pavilion);
- the exact work was dependent on funds and would likely comprise two phases. 1st phase – rear extension plus refurbishment of existing pavilion (roof, guttering, windows, floor and disabled ramp). 2nd phase if funds allow – small side extensions to the changing rooms;
- planning permission was required to relocate the equipment container adjacent to the current pavilion. A planning application had been submitted;
- planning permission for the new pavilion would run out on 25th May 2020 but it was believed that installation of the electric supply would be considered a substantive start. Cllr. Dale was to obtain confirmation of this.

(ii) Having reviewed the report, Councillors agreed that the Parish Council should project-manage the refurbishment work and should submit future funding applications in its name or jointly with the Sports Club. It was also agreed to ratify the planning application recently submitted to allow for the storage container to be moved and the payment of the planning fee (£117) was approved (proposed Cllr. Howe, seconded Cllr. McKenzie).

(iii) New trustees. It was noted that the Sports Club needed to appoint new trustees.

b) Electricity supply

Cllr. Dunhill explained the request by Northern Powergrid for an easement across the football field in order to take a power supply to the chalet bungalows. The land had been given to the PC by a local Estate and there was a clause within the Deed of Gift preventing the PC disposing of land without first offering it back to the grantor. The PC had contacted the Estate and had obtained written consent to confirm that the Estate would not revoke the clause. It was confirmed that the Sports Club had agreed in principle to the request. It was therefore unanimously agreed to instruct the PC's solicitor to proceed with the grant of an easement (proposed Cllr. Padgett, seconded Cllr. McKenzie).

ACTION: CH/JP

20/08 **Play Park**

It was noted that:

- (i) the handyman's quarterly play park inspection had identified no major issues just some minor repairs needed to the swings.

- (ii) the handyman had replaced the rotting platform on the larger climber.
- (iii) the Clerk had sourced a replacement harness for the inclusive swing and this had been purchased.

The Clerk also reported that she had met with representatives from two play equipment companies to get an idea of how much it might cost to replace some of the older pieces of equipment. Full details were still awaited but it was clear that it would be extremely costly. Safety surfaces would also need to be brought up to current regulatory standards.

20/09 **Climate Change**

- (i) *Rural Community Energy Fund*
Cllr. Padgett informed Councillors of the Rural Community Energy Fund which helped community groups and parish councils fund feasibility studies for renewable energy projects such as solar farms, hydropower etc. The fund did not fund capital costs and favoured projects which would serve more than one building. She had spoken to the regional organiser and felt it would be useful to bear the fund in mind as local projects developed.
- (ii) *Initiatives in Riding Mill*
Cllr. McKenzie reported that following the initial residents' meeting a number of discussions were being held by individuals and groups interested in particular areas: the VHT was now using a 'green' energy supplier; the Church was interested in various initiatives and was holding a course during Lent focusing on green issues. Some residents were exploring the possibility of promoting sustainable transport. Overall, he felt that there was a high awareness of the issue amongst residents, in particular the children, which he welcomed.

20/10 **General Village Maintenance/Handyman**

- (i) Handyman. The Clerk confirmed that the handyman had again cleared leaves and tidied paths in certain areas of the village. He had washed signs and mirrors and had cut back foliage around these items. This accounted for his January payment. In addition, he had dismantled the Christmas tree, undertaken the Play Park inspection, replaced the platform on the large climber and removed overhanging ivy adjacent to the footpath by Dene Terrace. This work had been invoiced for separately.

It was noted that the fish sign at the weir still needed to be cleaned and the Clerk was asked to inform the handyman.

ACTION: CH

- (ii) Tree work. It was noted that a tree had fallen in Marchburn Lane in mid-January. Residents had been able to remove smaller branches which allowed cars to pass but the tree surgeon had been called to clear and make safe the area.
- (iii) Road and pavement cleaning. As reported by Cllr. Dale, Whiteside Bank and pavement had been thoroughly swept by the County Council (CC). The pavement had been cleaned using a mechanical 'weedbrush' which had removed moss and dirt. This was the type of cleaning which the PC had hoped to source from the CC as part of the Enhanced Services initiative. Cllr. Dale warned that the PC should not be paying for work that the CC should be delivering. It was agreed to write to the CC asking for a list of what street cleaning services they were obliged to deliver and what might be considered as 'enhanced'.

ACTION: CH/ADa

20/11 **Finance**

- (a) Monthly accounts
- (i) *The following payments were authorised* (Proposed Cllr. Bridges, seconded Cllr. Mills):
David Ballantyne -tree work £450.00

S137 Grant Awards to:

Stephen Carey Fund	£60.00
Great North Air Ambulance Service	£60.00
Community Action Northumberland	£60.00
Sport Tynedale	£60.00
Citizens Advice Northumberland	£100.00
Tynedale Hospice at Home	£60.00
Age UK Northumberland	£60.00
North East War Memorials Project	£60.00
Northumberland Domestic Abuse Service	£60.00
Riding Mill Outdoor Pre-school	£100.00
The Garden Invaders (paid via the Village Hall Trust)	£100.00
M E Stewart/Neetfleet – additional maintenance	£130.00
Brian Singer – A3 photocopy reimbursement	£5.00
Mrs C White – supply of Christmas tree	£85.00
Catherine Harrison – December salary + home allowance	£491.89
Northumberland County Council – planning fee sports pavilion	£117.00
Stephen Rutherford – bus shelter cleaning	£40.00
HAGs – replacement harness for mirage seat + spare	£162.00 (inc. VAT £27.00)
St James PCC – room hire	£40.00
Office Depot – ink cartridges	£86.83 (inc. VAT £14.47)
M E Stewart/Neetfleet – additional maintenance (remove Christmas tree/	
Play Park inspection/ Play Area – replace platform / Dene Terr. remove ivy)	£290.00
Catherine Harrison – January salary + home allowance	£491.89
RM Allotment Association – contribution to insurance	£83.64
David Ballantyne – fallen tree	£275.00
Standing Orders/Direct Debits:	
Unity Trust – quarterly bank charges	£18.00
Martin Stewart/Neetfleet – monthly handyman payment (January)	£160.00
Martin Stewart/Neetfleet – monthly handyman payment (February)	£160.00

The following receipts were noted:

HMRC – VAT refund	£1319.25
Sandy Bank Residents' Association – contribution to safety mirror fitting	£160.00
RM Allotment Association – quarterly rent	£50.11
Triodos - quarterly interest	£10.38

(ii) Budget report

The budget report was received and approved (proposed Cllr. Howe, seconded Cllr. Dunhill). No new issues were noted.

(b) Riding Mill Allotment Association – rent review

A paper was received calculating the rent for 2020/21 in accordance with the method laid out in the lease. This was approved and it was agreed to raise the rent to £51.63/quarter (Proposed Cllr. Dunhill, seconded Cllr. Padgett). The Clerk reminded Councillors that the Allotment Association's lease would need to be renewed in 2022.

ACTION: CH**20/12 Planning**

It was reported:

- (i) that the following planning application were under consideration by NCC:

- 19/04880/FUL – Land east of South Close, Sandy Bank. Construction of 2 storey house and detached garage. PC – no objection but comments re energy efficiency;
 - 19/04960/FUL - Westril House, Long Rigg. Construction of two storey and single storey extension to the rear. PC – no objection;
 - 20/00181/FUL – Spellbound, Whiteside Bank. 4 x single storey pitched roof extensions and new vehicular access. PC – comments but no overall objection.
- (ii) that the following planning applications had been approved by NCC:
- 19/01947/FUL – Riding Farm. Demolition of existing modern structure, construction of 1.5 storey extension of footprint of previous building;
 - 19/01243/FUL. Land to north of Riding Hills Farm House. Replacement of store/shed into accommodation for holiday use;
 - 19/04383/FUL – Land east of Dower Green. Construction of two storey dwelling;
 - 19/02392/VARYCO – Osbit Power, Broomhaugh House. Minor amendments to the design.
- (iii) that the following planning application had been considered by NCC and refused permission:
- 19/01951/FUL- Riding Farm. Construction of single storey dwelling.

20/13 Consultations

It was reported that the County Council was undertaking a Library Service consultation. However, as it covered issues such as personal use of library services, each Councillor was encouraged to submit his/her own response.

ACTION: ALL

The County Council was also consulting on whether to extend Public Spaces Protection Orders which first came into effect on 20 October 2017 for a three-year period. The Clerk was asked to circulate the details and Councillors would agree a response by email if necessary.

ACTION: CH

20/14 Correspondence

Three letters had been received concerning the accuracy of the November minutes. A query had also been received regarding the possible removal of two oak trees by the double tennis courts. All letters had been responded to prior to this meeting.

As previously minuted, numerous letters had been received concerning the tennis club's proposals. These had been acknowledged and where necessary forwarded to the tennis club.

20/15 Minor Matters

- (i) *Annual Parish Meeting.* It was agreed to hold the annual Parish Meeting on Thursday 14th May (subject to securing a suitable room). The topic would be 'Green Initiatives' and Cllr. McKenzie agreed to help organise a speaker;

ACTION: CH/DM

- (ii) *Litter Pick.* It was agreed to hold the annual litter pick on Saturday 28th March. The Clerk would draft posters and highlight the event in the Parish News;

ACTION: CH

- (iii) *VE Day Anniversary.* Cllr. Padgett reported that she was unaware of any plans being made to celebrate the VE Day anniversary on Friday 8th May. The PC did not propose to organise an event but would help support any activities arranged by other groups in the village;

- (iv) *Northumberland Day.* This was a county initiative and there had been a suggestion to pass a Northumberland flag through each parish. Councillors were unaware of any other local parishes taking part and felt it was perhaps more appropriate for the school to participate should it wish;

ACTION: CH

- (v) *Fireworks.* A resident had complained about unexpected firework displays and the effect this had on her pet. It was agreed to highlight the issue in the next PC newsletter asking for residents to be respectful and to forewarn neighbours via notice boards and social media;

ACTION: CH

- (vi) *Building site opposite the Old Tavern.* A query was raised about the barrier and when building work might start. It was noted that Cllr. Dale had previously asked the Highways Authority to check the safety of the barrier. No issues had been identified and therefore no action was appropriate at this time as the site complied with all requirements.

- (vii) *Road to Beauclerc.* It was noted that the road to Beauclerc was in a particularly poor state and should be referred to Cllr. Dale. Cllr. Dunhill highlighted the need for a pavement to be installed and improved drainage along this stretch of road.

ACTION: CH/ADa

20/16 Date of Future Meeting

It was agreed that the next meeting of the Council should be held on Monday 9th March 2020. Venue: Church Cottage. Apologies in advance were received from Cllrs. Dunhill and Carew.

Meeting closed at 9.09 pm