



# Broomhaugh & Riding Parish Council

Minutes of the Council meeting held on Monday 12<sup>th</sup> March 2018 in Church Cottage, Church Lane, Riding Mill.

## **Councillors present:**

Cllr. Andy Dunhill (Chairman)  
Cllr. David McKenzie  
Cllr. Eileen Carew

Cllr. Jill Mills  
Cllr. Peter Howe

## **In attendance:**

Mrs Anne Dale – County Councillor  
Mrs Catherine Harrison – Parish Clerk  
One member of the public was present

Cllr. Dunhill opened the meeting at 7.37 pm.

## **18/18 Apologies for Absence**

Apologies were received from Councillor Malcolm Reid, Councillor Brian Singer and Mrs Pam Pryor, Chair of the Village Hall Trust.

## **18/19 Declaration of Interests**

Cllr. Dunhill declared an interest in Item 8 – Sports Club.

## **18/20 Approval of the minutes of the meeting of 12<sup>th</sup> February 2018**

It was agreed that the minutes of the Council meeting held on 12<sup>th</sup> February were a true record and duly signed off by Cllr. Dunhill (Proposed Cllr. Howe, seconded Cllr. McKenzie).

## **18/21 Matters arising**

### **(i) Minute 18/04(i) – Relocation of bus stop sign.**

Cllr. Dale reported that she had spoken to the relevant officer at the County Council and the sign would be moved as soon as possible.

### **(ii) Minute 18/04(ii) – Millfield Road signage**

A draft of the proposed sign for Millfield Road was received and approved subject to the addition of a metric width restriction. The Clerk would now write to residents to confirm the proposals (Proposed Cllr. Dunhill, seconded Cllr. Howe). Details would also be sent to the Marchburn Lane Residents' Association as a matter of courtesy.

**ACTION: CH**

### **(iii) Minute 18/15(ii) – Installation of bollard outside property on Millfield Road**

Mrs Stephenson confirmed that she had spoken to all residents on the south side of Millfield Road and shown them her plans for the bollard which she now proposed would be made of recycled plastic. All her neighbours had given written approval to her plan other than one household which was undecided. As the majority were in favour, it was agreed that she could proceed with her plans and the Clerk would write to the residents to notify them of the Council's approval (Proposed: Cllr. Dunhill, seconded Cllr. Howe).

**ACTION: CH**

(iv) *Minute 18/16(i) – Annual Parish Meeting.*

The Clerk reported that she had had difficulty securing a room for the annual Parish Meeting although the Parish Hall was available on Monday 14<sup>th</sup> May. It was therefore agreed to switch the Parish Council meeting to Thursday 17<sup>th</sup> May and hold the annual Parish Meeting on Monday 14<sup>th</sup> May. A speaker was currently being sought on a World War One theme. It was suggested that the organisers of the November Commemoration Weekend should also be invited to attend to give an outline of their programme.

**ACTION: CH**

**18/22 Circulation of draft Minutes**

A discussion was held on the procedures for circulating the draft Minutes and it was agreed to maintain the current arrangement. Cllr. Dale would also be sent a copy of the draft Minutes to ensure that any information she had reported was recorded correctly. This did not negate the fact the Minutes remained a draft until the next Council meeting and could be challenged and amended as necessary before being signed as a correct record.

**18/23 County Councillor Report**

Cllr. Dale commented on the following issues:

1. New street lighting - the issues had been resolved in Station Close and the last remaining columns were currently being installed. She had just received notification from the County Council that they could install a light by the bridge in Marchburn Lane as requested previously by the Parish Council. The cost of the new light would need to be considered formally at a future meeting. Cllr. Dale was thanked for her efforts in finally securing a response from the County Council.
2. Water leaks – BT and the County Council were liaising to resolve the problem of water leaking from a manhole cover on the main road by the junction with Millfield Road which was apparently caused by the build up of silt in the ducts.
3. Tree works on the main road - this work was scheduled for the middle of April but might be delayed slightly as council employees had been diverted from their usual tasks to help deal with the snow.
4. Dog fouling – Cllr. Dale agreed to ask the dog warden to increase his patrols although it would be helpful if members of the public could identify best times and locations for his patrols. She would also request that ‘no fouling’ signs were displayed on the new lampposts throughout the village.

**ACTION: ADa**

5. Blocked gullies – Cllr. Dale reported that the County Council was concentrating on clearing blocked gullies that might cause flooding to properties although it was aware of the problems throughout the network and would be dealing with them as quickly as possible. It was agreed that the Clerk would email Cllr. Dale to identify particular problems.

**ACTION: CH/ADa**

6. Pot holes – as an additional consequence of the snow, the County were dealing with numerous pot hole issues and again were dealing with priority routes first. Pot holes should be reported to the County Council online via its website.

**18/24 Education Consultations**

The Clerk outlined the two education consultations currently being conducted (full details were on the ridingmill.org website). In brief summary, the County Council had put forward three options for changes to the provision of education in the west of the County. All three options involved a number of schools closing and in one option it was proposed to move to a two-tier education system. The Hadrian Learning Trust (Hexham Middle School and Queen Elizabeth High School) was also consulting on whether to change its intake age range to 11-18 (i.e. become two-tier) and also on

whether, if the County Council decided to close Haydon Bridge High School, it should take in these extra children.

Cllr. Dunhill and the Clerk had met with Jen Stephenson, the Headteacher of Broomhaugh First School, to establish how the school proposed to respond. Key issues which Ms Stephenson highlighted were:

- The short timescale for the consultation and also the introduction of the proposed changes from September 2019 which would give schools very little time to prepare. Major decisions were being rushed. The future of Haydon Bridge High School should be dealt with first before any discussion about three-tier changes.
- The County Council was considering providing funds for a new school in Hexham yet the Hadrian Learning Trust was an academy and as such was outside the control of the County Council for matters such as intake policy. Although the consultations were separate, it appeared that the County Council was waiting for the Hadrian Learning Trust to make its decision – one school should not be dictating the policy for the area.
- The Hexham Partnership of schools worked well achieving good results – there was nothing broken to fix.
- The County Council had provided no financial models for their proposals and seemed to have arbitrarily chosen which schools would close.
- There was a need for a school which might offer more vocational type courses for local students and the County should explore this option before closing Haydon Bridge.

It was agreed that it was important that the PC should support Broomhaugh First School and would respond accordingly. The Clerk was asked to draft an initial response to both consultations which would be circulated to councillors for approval before submission. Councillors and the general public were encouraged to respond themselves if they felt strongly on the matter.

**ACTION: CH**

There was a discussion about the consultation on Post-16 school transport and the councillors were happy to support the proposed changes.

**ACTION: CH**

#### 18/25 **Sports Club**

Following a request for a representative of the Parish Council to serve on the Sports Club committee, it was agreed to nominate Cllr. Singer (Proposed Cllr. Howe, seconded Cllr. McKenzie).

**ACTION: CH/BS**

It had been proposed that the grant to the Sports Club would be ratified at this meeting once a set of accounts had been received from the Club. No accounts had been forthcoming and therefore a grant decision would be deferred until the May meeting.

**ACTION CH**

#### 18/26 **Play Park**

Cllr. Dunhill reported that the final stage of the Play Park enhancement work would be commencing around the middle of April. It would take a week to install the new paths and the Play Park would be closed during this period. A new information sign was currently being designed which would show the sponsors' logos. A RoSPA post-installation inspection had been undertaken which had raised a few minor issues which would be referred to Play Dale. An issue regarding the safety surface surrounding the boulder which on one small section was deemed to be marginally too small had been referred to Rockworks and it was hoped that they would speedily address any remedial work necessary. A revised inspection schedule had been devised.

Cllr. Dunhill also outlined a proposal from Pam Pryor, Chair of the Village Hall Trust. The Trust was planning to replace the existing garage structure behind the Hall and wondered whether the Council

would like to explore the option of creating an outside toilet (currently children used the Parish Hall toilets but these were not always open). She suggested that if the Council were prepared to pay for the work to convert an area she had identified as suitable, the caretaker of the hall would ensure that the toilets were opened on a morning and locked each evening and would undertake all cleaning. The Councillors agreed in principle that this was an excellent idea. Mrs Pryor was asked to obtain costs following which it would be formally considered.

**ACTION: PP**

**18/27 Old Playground**

It was unanimously agreed to ratify the decision taken at the last council meeting to suspend Standing Orders and consider only one quote so that urgent exploratory works could be undertaken to the surface of the Old Playground (Proposed Cllr. Dunhill, seconded Cllr Howe). Debat had indicated that they could start the work in late March/early April. No further deterioration to the surface had been noted in the last few weeks although water had started to trickle from a nearby point which kept regularly freezing.

**18/28 Tyne Rivers Trust**

A meeting with the Tyne Rivers Trust to discuss a suggestion to improve the fish pass had had to be postponed due to the high river level of the March Burn. This item would therefore be considered at a future meeting.

**ACTION: CH**

**18/29 General Village Maintenance**

All issues of concern had been addressed under Councillor Dale's report.

**18/30 Grass cutting contract 2018-20**

Four quotes were considered and it was agreed to accept the lowest quote. Trevor Bell Horticultural Services was therefore reappointed. The contract would be for three years: 2018-2020.

**ACTION: CH**

**18/31 Review of Policy Documents**

The following policy documents were reviewed and re-adopted:

- Financial Risk Assessment (Proposed Cllr. Dunhill, seconded Cllr. McKenzie);
- Asset Register (Proposed Cllr. Howe, seconded Cllr. Carew);
- B&RPC Continuity Plan (Proposed Cllr. Dunhill, seconded Cllr. Carew);

With regard to the Asset Register, the Clerk was asked to clarify whether the Tennis Club clubhouse should be listed.

**ACTION: CH**

**18/32 Implementation of the General Data Protection Regulations**

The Clerk reported that the new General Data Protection Regulations would come into effect from 25<sup>th</sup> May 2018. Many of the principles remain unchanged i.e. all organisations have to protect an individual's personal information. Now organisations will be encouraged to ensure that they do not keep data any longer than necessary simply on the basis that it might be needed in the future. Individuals will have the right to be forgotten. A new fee will be levied (likely to be around £55 – we currently pay £35). However, the biggest amendment is the requirement of all public authorities to appoint a data protection officer which should be someone without any vested interest in the organisation. Much discussion has been held between government ministers and NALC as to whether the clerk can hold this role for small parish councils. Currently clarification is awaited. Both NALC and SLCC will be preparing documents to ensure that councils are able to implement the Regulations when they come into effect.

## 18/33 Monthly Accounts

### (i) Monthly accounts

The following payments were authorised [Proposed Cllr. Dunhill/Seconded Cllr. Howe]:

Came & Company – additional insurance premium for Play Park	£82.10
SD Building services – reinstallation of seats at Play Park	£145.00
Playsafety Ltd – post-installation RoSPA inspection of play park	£474.00 (inc. VAT £79.00)
M Stewart/Neetfleet – quarterly play park inspection	£84.00
NCC – planning fee for cricket pavilion (to be reimbursed by Sports Club)	£117.00
Catherine Harrison – February salary + home allowance	£446.16
Catherine Harrison – reimbursement (£14.52 stamps, strimmer Guards £37.14)	£51.66
HAGS – play equipment	£705.60 (inc. VAT £117.60)
RM Pre-school – S137 donation	£60.00
Communicorp – subscription to Clerks & Councils Direct	£12.00
NWG Business – water payment, Cricket pavilion	£14.88
Getmapping - Parish Online subscription	£36.00 (inc. VAT £6)
Monster mulch – surfacing for Play Park	£2369.04 (inc. VAT £394.84)
T Bell Horti-services – marking of football field	£200.00

There were no receipts to note.

### (ii) Budget report

There were no new issues to note. The budget report showed a considerable overspend this year but the reasons for this had been documented at the last meeting.

### b) S137 Requests for Funding

A request for funding was received from residents involved in the Poppy Cascade, an event which would be held throughout November culminating on Armistice weekend. The Councillors were supportive of the proposals but asked, if possible, for more details of the likely costs following receipt of which they would be happy to make an award.

**ACTION: CH**

## 18/34 Planning

It was reported that the following planning application were under consideration by NCC:

- 18/00502/FUL – White Hemmels. New rear extension and conversion of garage and stables to residential accommodation. PC – no objection;
- 18/00589/FUL – 4 Burnside, Mill Close. Porch to side of house. PC – no objection.

## 18/35 Correspondence

There were no items of correspondence that required further action.

## 18/36 Minor Matters

### (i) Defibrillator Refresher Training

The Clerk reported that the Stephen Carey Fund would be holding a defibrillator refresher training session on Sunday 22<sup>nd</sup> April. Cllr. Carew offered to attend and other councillors were encouraged to go along if possible.

**ACTION: EC**

## 18/37 Date of Future Meeting

It was agreed that the next meeting of the Council should be held **Thursday 17<sup>th</sup> May 2018 (please note change to usual day)**. Venue: Church Cottage.

Meeting closed at 9.27 pm

## DATES FOR THE DIARY:

VILLAGE LITTER PICK – Saturday 24<sup>th</sup> March, 10am outside Parish Hall

DEFIBRILLATOR REFRESHER TRAINING – Sunday 22<sup>nd</sup> April, 2pm, Parish Hall

ANNUAL PARISH MEETING – Monday 14<sup>th</sup> May, 7.30pm, Parish Hall