



## Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in the Supper Room, Parish Hall, Millfield Road, on Monday 13<sup>th</sup> December 2021.

### Councillors present:

Cllr. Christine Howe (Chair)

Cllr. Pam Bridges

Cllr. David Irwin

Cllr. David McKenzie

Cllr. Jill Mills

Cllr. Brian Singer (Minute 21/120 only)

Cllr. Eileen Carew

Cllr. Andy Dunhill

### In attendance:

County Councillor Anne Dale (until Minute 21/121(c))

Mrs Catherine Harrison – Parish Clerk

2 members of the public were present.

Cllr. Howe opened the meeting at 7.33 pm.

### 21/112 Apologies for Absence

Cllr. Lightley

### 21/113 Declaration of Interests

Cllr. Dunhill declared an interest in items 7 and 17 – the Sports Club

### 21/114 Approval of the minutes of the meeting of 8<sup>th</sup> November 2021

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. Howe (Main meeting: proposed Cllr. Dunhill, seconded Cllr. Bridges; Confidential meeting: proposed Cllr. McKenzie, seconded Cllr. Mills).

### 21/115 Matters Arising

- (i) *Minutes 21/98(iv) & 21/108 (iii) – Tennis Club entrance/parking.* It was reported that the Clerk had written to the Club and a response had been received just prior to the meeting. As not all councillors had seen the letter, it was agreed to defer the discussion until a later date;
- (ii) *Minute 21/98(vi) – Hedge by football field.* The Clerk reported that she had received another objection to the proposed hedge and had been told anecdotally that a number of other residents opposed it but did not wish to write. It was agreed not to proceed at the current time;
- (iii) *Minute 21/106(iv) – Planters at the station.* It was reported that the Tyne Valley Community Rail Partnership planned to replace the planters at the station as well as at other stations along the line;
- (iv) *Minute 21/109(iv) – Memorial Tree.* The Clerk confirmed that she had consulted with the Marchburn Lane Residents' Association and there were no objections to the proposal. It was therefore agreed that the Clerk should liaise with the resident to arrange the purchase and the planting of the trees.

**ACTION: CLERK**

### 21/116 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) *Verges* - Cllr. Dale continued to receive reports of cars parking on the verges and issues to do with signage. She planned to monitor and refer to the relevant officers at the County Council if necessary;
- (ii) *Pedestrian Crossing* - Cllr. Dale was pleased to note that the scheme to install the crossing had begun. The initial work involved raising the kerbs by the bus shelters to improve access for bus users, the second element was to install the crossing. Unfortunately, emergency gas works at Broomhaugh which required traffic lights had meant that the crossing work had had to stop until the lights were removed;
- (iii) *Openreach* – Cllr. Dale was aware of a press release issued by Openreach concerning bringing ultrafast broadband to Riding Mill. There was no timescale for the project and Cllr. Dale felt it was simply a PR exercise and that FACTCO was still working with government to deliver ultrafast broadband to the area;
- (iv) *NCC Planning Department* – Cllr. Dale informed councillors that there was a shortage of planning officers and delays were likely to all planning applications;
- (v) *Covid* – Cllr. Dale reported that unfortunately the number of Covid cases in her ward was high and she warned residents to take extra care;
- (vi) *20 mph scheme* – Cllr. Dale reported that she had updated the Long Rigg Property Owners' Association with options and costs should they wish to ask the County Council to include Long Rigg and part of Church Lane within the village's 20 mph scheme.

Cllr. Dale was asked to pass on the Parish Council's thanks to the footpaths team at the County Council for the repairs undertaken to the snicket connecting Marchburn Lane to Sandy Bank. The path had been badly damaged by the storm in September making it unusable for some residents and the repairs were welcomed.

#### 21/117 **Neighbourhood Plan**

Cllr. Howe reported that the information displayed at the community engagement event in November had been well received and she thanked everyone who had commented on the proposals for their input. A summary of the comments was available on the PC's website together with the final version of the Housing Needs Assessment. A steering group meeting was planned to decide the next actions which would include a housing site assessment exercise.

#### 21/118 **Sports Club**

The Clerk reported that the asbestos had been removed from the site. There were some minor works to complete but this required the input of Osbit and a response was still awaited. The building completion certificate was yet to be issued and Cllr. Howe was following this up with Building Control. A number of issues had been raised with the Sports Club and a deadline given of 8<sup>th</sup> December but no response had been received. The Club had however made plans for protecting the building over the winter months which the Parish Council had requested.

#### 21/119 **Heritage Trail**

A copy of the proposed heritage trail poster and accompanying leaflet were received for information. The poster and notice board were currently in production and should be received and installed by February 2022.

#### 21/120 **Climate Change**

Cllr. Irwin reported that the Renewable Energy and Climate Change group had recently met to consider the comments received after the NP event. As there was support for a village renewable energy scheme a request had been made via the Parish News for residents to come forward if they had expertise or knowledge of any such schemes.

Charging Points: It was reported that a number of residents would welcome the installation of EV charging points. Some initial research had been done on the topic in March 2020 and it was agreed that the Clerk would investigate further, including discussing the options with the County Council.

**ACTION: CLERK**

#### 21/121 **Budget and Precept Requirements**

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

<b>Budget Category</b>	<b>Proposed budget for 2022/23</b>	<b>Last year's budget</b>
Staff Costs	£11,200	£6,200
Insurance	£2,200	£2,200
General Admin	£1,500	£2,200
Professional Fees	£6,000	£1,900
Donations/Grants	£6,100	£6,600
Maintenance	£11,500	£11,500
Capital Expenditure	£5,000	£7,500
Miscellaneous	£800	£800
Bridges sinking fund	£2,500	£3,100
<b>TOTAL</b>	<b><u>£46,800</u></b>	<b><u>£42,000</u></b>

*Points to note:*

- Staff Costs: As the Clerk's working hours had been increased from 8 to 15 hours/week, the budget was increased accordingly;
- Professional Fees: A full woodland survey and an inspection of each of the bridges was due to be undertaken in 2022. The Parish Council also expected to incur legal costs in relation to the renewal of the Allotment Association lease and the issue of a new Sports Club lease. The budget was therefore raised to £6,000;
- The Parish Council anticipated making savings in the following categories – General Admin and Donations;
- Capital expenditure projects – the Parish Council agreed to set aside £5000 for future projects;
- The PC agreed to continue to set aside money for the sinking fund for future bridge replacement and agreed a budget of £2,500.

**Precept Calculation**

It was agreed to take £1,800 from the Reserves and to set the Precept at £45,000, an increase of £3000. This was proposed by Cllr. Howe, seconded by Cllr. Irwin and unanimously agreed.

**ACTION: CLERK**

**21/122 Finance**

(a) *VAT advice*

The Clerk reported that the specialist VAT accountant had undertaken a review of the Council's spending and had concluded that the PC could reclaim the VAT on the pavilion on the basis that the average VAT incurred on exempt activities over a 7-year period was below the threshold.

(b) *Monthly accounts:*

(i) *Payments/Receipts*

The following payments were authorised (Proposed Cllr. Howe, seconded Cllr. Bridges):

NEST Pension (Direct Debit) – pension contribution backdated to April 2021	£212.33
Catherine Harrison – reimbursement for display board hire (Displays UK)	£321.00 (inc. VAT £53.50)
Turf Care – work to football field	£840.00 (inc. VAT £140.00)
Riding Mill Methodist Church – room hire	£20.00
Gallagher – adjust to insurance following sports pavilion valuation	£182.22
In Architecture Ltd – printing for NP exhibition	£77.40 (inc. VAT £12.90)
Marchburn Lane Residents' Association – yearly frontager fee	£80.00
Henderson Environmental – removal of asbestos	£900.00 (inc. VAT £150.00)
East Tynedale Community Forum – yearly donation to cover costs	£30.00
Northumberland County Council – building inspection fee for pavilion	£360.00 (inc. VAT £60.00)
David Ballantyne – ash tree works	£950.00
Society of Local Council Clerks – yearly subscription	£171.00
Nicholson Construction – sports pavilion – final invoice	£511.20 (inc. VAT £85.20)
NEST Pension – November pension	£23.85

Tyne Valley Nurseries – Christmas trees	£122.50 (inc. VAT £20.42)
RM VHT – room hire for NP exhibition	£60.00
Box-it North – archive storage	£24.00 (inc. VAT £4.00)
Martin Stewart/Neetfleet – erection of Christmas tree/ repairs of seat	£245.00
Trevor Bell Horticultural Services – grass cutting	£440.00
Catherine Harrison – reimbursement of expenses (Spinney equipment – bird Boxes and bug hotels etc (£233.01 inc. VAT £38.84), Admin (Zoom subscription, Stationery, shredder bag (£29.46 inc. VAT £4.92), Catering – Christmas lights £7.96)	£270.43(inc. VAT £43.76)
Martin Stewart/Neetfleet – monthly handyman payment (Dec)	£160.00

The following receipt was noted:

Football Foundation – final instalment of grant	£3994.00
---	----------

(ii) *Budget report*

The budget reports were received and approved. Current spending had been reviewed earlier when setting the Precept and no further issues were considered. (Proposed: Cllr. Howe, seconded Cllr. Dunhill).

(c) *S137 Grants*

A paper was received detailing requests for funding from voluntary organisations and local village clubs and groups. Previously, the PC had made some donations to organisations which had not submitted a formal request. It was agreed to end this practice and only fund organisations/groups which had applied directly to the Parish Council or been nominated in advance by a parish councillor (the nomination would include justification for making an award). Following review, it was unanimously agreed to make the following grants/donations (Proposed Cllr. Howe, seconded Cllr. Bridges):

- Tynedale Hospice at Home (£150)
- Sport Tynedale (£150)
- Great North Air Ambulance (£150)
- Riding Mill Pre-School (£150)
- Riding Mill Play School (£150)
- Tuesday Drop in Group (£150)
- Parish Hall - Garden Invaders (£150)

**ACTION: CLERK**

21/123 **General Village Maintenance**

(i) *Handyman:* The Clerk reported that the handyman as part of his monthly contract had cleared leaves and swept footpaths as well as cleaning road signs and mirrors. In addition, he had repaired the bench from outside the Wellington Hotel which had been vandalised and erected the Christmas tree.

(ii) *Natural Ability Handyman Services (NAHS):*  
A quote for replacing the membrane in the garden by the MUGA court was received and unanimously accepted (proposed Cllr. Howe, seconded Cllr. Dunhill).

**ACTION: CLERK**

(iii) *Storm Damage:*  
It was reported that thankfully there had been very little damage to areas of woodland owned by the Parish Council.

21/124 **Planning**

(a) *Planning applications*

(i) It was reported that the following planning applications were under consideration by the County Council:

- 21/04357/FUL – Land NE of Beauclerc. Construction of 2 no. dwellings within the walled garden. PC – no objection;
- 21/04518/FUL – High Shilford Cottage, High Shilford. Two storey rear extension. PC – no objection although would like best practice energy efficiency measures incorporated into the design;
- 21/04464/VARYCO – Land east of East Rigg, Long Rigg. Site moved by approximately 1 m / design unchanged. PC – no objection;
- 21/03915/LBC – Land SE of the Manor House. Listed Building Consent for demolition of a section of boundary wall. PC – Objection on the grounds of access, drainage and heritage;
- 21/04777/FUL – The Hemmel, Broomhaugh. Changes to windows, new roof on single storey breakfast room, minor internal changes. PC – no objection although would like best practice energy efficiency measures incorporated into the changes.

(ii) It was reported that the following planning applications had been approved by the County Council:

- 21/03882/FUL – Fir Trees, Sandy Bank. Single storey extension;
- 21/03054/FELTPO – Wentworth Grange Nursing Home. Tree work;
- 21/03331/FUL – Horndon House, Long Rigg. 1<sup>st</sup> floor side extension and rear single storey extension.

(b) *Planning Appeal Notification – Land south of Church Lane (Fold House – 20/01932/FUL)*

The decision, taken by email, to approve and submit a written representation to the Planning Inspectorate as part of the Appeals process was ratified unanimously (Proposed Cllr. Howe, seconded Cllr. Dunhill).

#### 21/125 Correspondence

- (i) A request was received to install a defibrillator at High Plains Equestrian Centre. Councillors offered to discuss the request further with the owner but it was noted that any publicly funded defibrillator would need to be accessible 24-hours a day. It was also suggested that a general review of defibrillator provision within the parish should be undertaken.

**ACTION: SL/CLERK**

#### 21/126 Minor Matters

(i) *VHT Update*

Cllr. McKenzie confirmed that the VHT had become a Charitable Incorporated Organisation and that the new board had been appointed with an interim Chair. Now the VHT held CIO status it could hold land in its own name and the Parish Council was no longer required to act as a Custodian Trustee. It was agreed to write to ask the VHT whether it intended to register the Millennium Hall site in its own name.

**ACTION: CLERK**

(ii) *Queen's Platinum Jubilee*

It was noted that no plans had been put forward for the Queen's Platinum Jubilee in June and it was therefore agreed that the Clerk should arrange a meeting of all interested parties in January to consider how best the village could celebrate this event.

**ACTION: CLERK**

#### 21/127 Date of Future Meeting

It was agreed that the next meeting of the Council should be held on Monday 14<sup>th</sup> February 2022 (Venue to be confirmed).

21/128 **Confidential Matters:** Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item:

1. Sports Club – Consideration of a new lease and the operation of the sports club and management of the field.

Note: Cllr. Dunhill withdrew from the meeting as he had declared an interest.

Public meeting closed at 8.50 pm.