



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 11th July 2022.

Councillors present:

Cllr. Christine Howe (Chair)	Cllr. Jill Mills
Cllr. Stephen Lightley	Cllr. Eileen Carew
Cllr. David Irwin	Cllr. David McKenzie
Cllr. Pam Bridges	

In attendance:

County Councillor Anne Dale (until Minute 22/87)
Mrs Catherine Harrison – Parish Clerk
4 members of the public were present for all or part of the meeting.

Cllr. Howe opened the meeting at 7.55 pm.

22/77 Apologies for Absence

Cllrs. Andy Dunhill and Brian Singer.

22/78 Declaration of Interests

No declarations of interest were received.

22/79 Approval of the minutes of the meeting of 13th June 2022

It was agreed that the minutes of the Council meeting were a true record and were duly signed off by Cllr. Howe (Proposed Cllr. Howe, seconded Cllr. Mills).

22/80 Matters Arising

- (i) *Minute 22/64(i) – PC withdrawal as Custodian Trustee of the Millennium Hall.* It was noted that discussions were ongoing and this item was deferred to a future meeting;
- (ii) *Minute 22/65(ii) – Allotment lease.* It was noted that discussions were ongoing and this item was deferred to a future meeting;
- (iii) *Minute 22/68 – EV Charging Points.* The Clerk reported that two possible locations for EV charging points had been submitted to Cllr. Dale for forwarding to the appropriate officer at the County Council. Hopefully, these suggestions could be included when the County Council made future funding bids;
- (iv) *Minute 22/75 - Parking issues – Old Playground.* The Clerk reported that she had contacted residents who lived by the Old Playground and asked them for their views on any parking problems and if they thought parking bays or hatched yellow markings to ensure an access route to Oaklands would be helpful. There had been an emphatic response with residents very opposed to parking bays. Some could see some merit in hatched yellow markings but overall, they would prefer to leave the Old Playground as it was and deal personally with occasional inconsiderate parking. Reverend Johnson had raised some queries regarding the arrangement for parking between the Church and the parish council and the Clerk would investigate and respond.

ACTION: CLERK

- (v) *Minute 22/75(v) – Northumbria in Bloom.* The Clerk reported that the gardeners who maintained the Mill Race gardens were pleased with the suggestion to enter the “It’s your Neighbourhood” section of the Northumbria in Bloom competition.

22/81 **County Councillor Report**

Cllr. Dale reported on the following issues:

- (i) *Area by Dene Terrace:* A resident had asked Cllr. Dale if a planter could be installed in this area but after discussion it was agreed that a flower bed might be more appropriate. Cllr. Dale agreed to ask the County Council if they would install one and agree to take on responsibility for planting it up each year;

ACTION: CLERK/ADa

- (ii) *Overgrown hedges:* Cllr. Dale would deal with any issues of overgrown hedges obstructing roads or pavements and the Clerk should refer any complaints to her;
- (iii) *Planning Department:* Cllr. Dale was aware that it was taking a long time for decisions to be made by the planning department which was caused by staffing issues;
- (iv) *Highways:* Cllr. Dale noted that the gas repair work was running behind schedule and explained that the work was completed by various teams and when delays occurred it could be because the team required for the next stage of the work was not available for a few days as they were elsewhere in the County. Once this work had been completed she hoped that the County Council’s team would be able to deal with the drainage issues along the main road. Cllr. McKenzie recorded his thanks to the team that dealt with the drainage problem by the school and cemetery. Not only had they solved the drainage issues but they had been extremely courteous and had moved all their equipment and vans out of the way during a funeral. Cllr. Dale agreed to pass on his thanks.

ACTION: ADa

22/82 **Neighbourhood Plan**

Cllr. Howe reported that a meeting had been held with the local authority after they had provided rather negative feedback on the Neighbourhood Plan. The conclusion from this meeting was that the proposal to include two areas of land for potential housing development, which were currently within the Green Belt, could not be pursued. The plan would need to be redrafted to include a rural exception policy (rural exception site policy allows local planning authorities to grant planning permission for affordable housing on land that would not normally be used for housing). There was also an option to pursue a Neighbourhood Development Order for the Broomhaugh development site. This however was a lengthy process and the parish council would need an assurance from the local authority that they would support this action. It was therefore unanimously agreed that the current plan should be modified as suggested and progressed as quickly as possible with the hope that once in place it could give the parish more input into how the land by the Manor House was to be developed (Proposed Cllr. Howe, seconded Cllr. Lightley).

Community Actions: Cllr. Lightley reported that he had met with Cllr. Dunhill and Malcolm Chainey to discuss how best to progress the suggested community actions relating to footpaths.

22/83 **Sports Club**

The Clerk reported that she had written to the current committee but had yet to receive a response. She had raised various matters including health and safety issues in relation to the disabled ramp and perimeter fence, subletting of the field for summer school activities and the desire to discuss the current lease. As it was clear the committee was unwilling to engage with the parish council it was agreed that the Clerk should write to the Trustees of the cricket club who, although no longer involved with the club, were legally responsible for certain matters.

ACTION: CLERK

22/84 **Defibrillator Provision within the Parish**

Councillors received a paper detailing the current coverage of the village defibrillator and the potential coverage if further defibrillators were installed. A summary of the approximate costs for installing a defibrillator was also received. Best practice suggested that a defibrillator needed to be within 100 m (or

within a 1½ minute walk (3 minutes there and back)) for it to be of any definite help. That level of coverage within the village was simply impossible to finance. If someone went into cardiac arrest and their partner called for an ambulance, unless there was a third person present the defibrillator code would not be released as the partner must remain with the patient to give CPR. It was felt that the current defibrillator was in the best position as it was close at hand should someone take ill at the halls or pub when a number of people would be present. Councillors believed that there might be some merit in installing an additional defibrillator at the sports field, however, the Clerk was first asked to explore the community first responder initiative. This involved someone living within the village or close by that could be deployed by the ambulance service in an emergency situation.

ACTION: CLERK

22/85 Local Transport Plan 2023-24

A discussion was held about possible priorities for next year's LTP. Suggestions included footpath improvements, resurfacing work to the Slaley Road and some estate roads and installation of a footpath/cycleway alongside the A68 from Whiteside Bank to the Healey Road (this suggestion had been made last year but rejected on cost and councillors wished to suggest a far cheaper path made from crushed aggregate which would be just as acceptable). Cllr. Dale asked Cllr. Irwin to write to her with the suggestion which she would then discuss with the relevant officer who could advise if it was appropriate to resubmit the priority. The Clerk would circulate any feedback so that councillors could finalise the submission before the deadline.

The installation of double white lines to stop overtaking by the Slaley Road junction was also proposed but Cllr. Dale advised that this work was too minor for the LTP scheme and instead she would raise the issue with the appropriate officer and, if agreed, she would find the funding.

ACTION: DI/ADa/CLERK

22/86 Climate Change

Cllr: Irwin reported that he had submitted an application for funding for a feasibility study to investigate the idea of generating hydropower on the Tyne and was awaiting the outcome. Cllr. McKenzie noted that the VHT and St James Church were exploring other sources of heating but there were no easy solutions. Improving the current insulation of buildings was key but was extremely expensive especially for a building such as the church.

22/87 Finance

(a) *Monthly accounts:*

(i) *Payments/Receipts*

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

V Thompson – jubilee expenses	£14.13
L Lee – jubilee expenses	£21.50
C Harrison – jubilee expenses (including catering and other supplies, gifts for goody bags, flyers, coconuts, bunting, stationery, first-aid box)	£402.84 (inc. VAT £15.72)
Northumberland County Council – salary payment May	£917.42 (inc. VAT £2.50)
NEST Pension – June pension	£24.92
Unity Trust Bank – quarterly charges	£18.00
Northumberland Tree Survey – woodland survey	£890.00
Linda Shepherd – donation towards new bench	£73.40
Phil Benton Photography – jubilee photos for newsletter and grant	£36.00
The Play Park Inspection Co. – yearly inspection	£83.40 (inc. VAT £13.90)
T Bell Horticultural Services – parish grass cutting	£450.00
T Bell Horticultural Services – football field grass cutting and marking	£630.00
RM VHT – room hire	£30.00
Catherine Harrison -reimbursement of expenses (Zoom subscription)	£14.39 (inc. VAT £2.40)

Standing Orders/Direct Debits:

Neetfleet – monthly handyman payment (paid in arrears to cover June)	£240.00
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The following receipts were noted:

Cash raised at the jubilee sports day and picnic	£331.90
Osbit Ltd – donation to cover the cost of ice creams at the jubilee event	£200.00
RM Sports Club – yearly rent	£25.00
RM Tennis Club – yearly rent	£25.00
RM Allotment Association – quarterly rent	£55.13

(ii) Budget reports

The budget reports were received and approved (Proposed Cllr. Howe, seconded Cllr. Irwin). There were no new issues to note.

22/88 General Village Maintenance

- (i) *Handyman*: The Clerk reported that the handyman had strimmed and swept footpaths, planted the summer bedding plants in the planters in Marchburn Lane, trimmed hedges in the Play Park and by the edible garden and repaired a section of wetpour and the play park gate. He was also watering all the planters regularly;
- (ii) *Replacement planters*: It was noted that the three planters at either end of the village were in urgent need of replacement. Funds raised at the jubilee event would pay for the replacement of one planter and it was agreed that the parish council would fund the other two from the capital expenditure budget;
- ACTION: CLERK**
- (iii) *Tree Survey*: The Clerk confirmed that the woodland survey had been received and she and Cllr. Howe were meeting the arborist shortly to review the report. The report had identified a few trees which required attention, mainly ash trees suffering from dieback;
- (iv) *Yearly Play Park inspection*: The yearly inspection report was received and recommendations noted. There was already a plan to update certain equipment and repair sections of wetpour and the Clerk would expediate this work as soon as possible;
- (v) *General village tidiness/hedges*: Cllr. Carew reported that sections of the village were looking really untidy and expressed the hope that, once the gas repair work had finished, an effort could be made to improve the verges and pavements along the main road by asking residents to cut back hedges and tidy frontages.

22/89 Planning

(a) Planning applications

- (i) It was reported that the following planning applications were under consideration by the County Council:
- 22/02290/FUL – Grey Court. Installation of 2 m fence. PC – no objection;
 - 22/02206/LBC – 8 Hollin Hill. Minor changes to existing garage. PC – no objection;
- (ii) It was reported that the following planning application had been approved by the County Council:
- 21/02267/FUL – Dower House East. Installation of heritage style greenhouse;
- (iii) It was reported that the following planning applications had been refused by the County Council:
- 22/00042/LBC – Broomhaugh Farm. Replacement of 6 windows;
 - 21/04347/FUL – Land north east of Beauclerc North. Construction of 2 new dwellings.

22/90 Correspondence

- An email regarding the state of a stile in the parish had been referred to Cllr. Dale;
- An email regarding play park issues had been addressed and comments noted;
- An email recording poor parking in Millfield Road had been noted;
- An email complaint regarding the misuse of a litter bin in Broomhaugh had been reported to the County Council. Putting domestic rubbish in a litter bin/dog waste bin was technically fly tipping and the County Council could take action if the person doing it could be identified.

22/91 **Minor Matters**

- (i) *Safety Mirror – Riding Close/Dene Terrace*: Cllr. Mills reported that a resident had contacted her to complain about the dangers of exiting Riding Close/Dene Terrace. It was noted that a mirror was already in place in the parish hall grounds to assist drivers. As no other complaints had been received it was agreed that no action would be taken for the moment but if other residents came forward further consideration would be given to installing a larger mirror if the VHT agreed;
- (ii) *Vandalism/Graffiti*: The Clerk noted that there had been an incident of vandalism at the school with a large window broken. She also reported that some graffiti had appeared around the village so Cllr. Dale had arranged for a Community Safety Officer from the County Council to provide advice on how best to deal with antisocial behaviour;
- (iii) *War Memorial Name Correction*: The Clerk reported that the listed building consent application to allow for the alteration to the war memorial was likely to be approved shortly. It was hoped that the Royal Engineers would make a substantial donation towards the costs of altering the plaque but if additional funds were required, the parish council would be asked to establish a crowd funding account which local residents would promote;
- (iv) *Go North East Service 10*: It was noted that Go North East no longer planned to withdraw evening and weekend services on the Service 10 bus route and instead planned only minor timetable changes;
- (v) *Sandy Bank Residents' Association*: The Association had notified the parish council that it planned to install signs on the Nick showing drivers who had priority. Cllr. Mills had checked the deeds and thought this was permissible although care needed to be taken to ensure the signs did not obstruct the right of way.

22/92 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 12th September in Church Cottage, Church Lane.

22/93 **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: the Clerk's yearly appraisal and pay award.

Cllr. Carew reported that she and Cllr. Singer had held the Clerk's yearly appraisal and on the basis of it were recommending that the Clerk should receive an incremental pay award backdated to 1st April 2022 as laid out in the Clerk's contract. They also proposed that the Clerk be paid for an additional 15 hours as a bonus for her efforts in organising the jubilee events. These proposals were unanimously agreed (Proposed Cllr. Carew, seconded Cllr. Howe).

ACTION: CLERK

Public meeting closed at 9.18 pm