



# Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 10<sup>th</sup> October 2022.

## Councillors present:

Cllr. Christine Howe (Chair)

Cllr. Jill Mills

Cllr. Stephen Lightley

Cllr. Eileen Carew

Cllr. David McKenzie

Cllr. Pam Bridges

## In attendance:

County Councillor Anne Dale (until Minute 22/106)

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 7.45 pm.

## 22/94 Apologies for Absence

Cllrs. Andy Dunhill, David Irwin and Brian Singer.

## 22/95 Declaration of Interests

No declarations of interest were received.

## 22/96 Approval of the minutes of the meeting of 11<sup>th</sup> July 2022

It was agreed that the minutes of the Council meeting were a true record with one amendment, the word “thought” was inserted into Minute 22/91(v) to read “Cllr. Mills had checked the deeds and thought this was permissible...”. Cllr Howe duly signed off the Minutes (Proposed Cllr. Howe, seconded Cllr. Bridges).

## 22/97 Matters Arising

- (i) *Minute 22/80(i) – PC withdrawal as Custodian Trustee of the Millennium Hall.* There was nothing further to report and the item was deferred to a future meeting;
- (ii) *Minute 22/80(ii) – Allotment lease.* A few minor amendments to the lease had been suggested and it was hoped that this matter would be resolved shortly;
- (iii) *Minute 22/81(i)- Flower Bed by Dene Terrace.* Cllr. Dale reported that the County Council would have no objection to a flower bed being installed by Dene Terrace but it would be for the Parish Council to fund and organise. The Clerk had obtained some preliminary costs but after discussion it was decided that this idea would not be pursued at the current time as the Parish Council had more pressing financial demands;
- (iv) *Minute 22/88(ii) – Replacement planters.* The Clerk reported that the new planters were on order and expected shortly and she would ask the handyman to install them.

## 22/98 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) *New kerb stones, Underwood Road:* Cllr. Dale reported that a highways officer had inspected Network Rail’s work and had no issue with it. Having received no further complaints in writing, Cllr. Dale proposed to take no further action;
- (ii) *Gullies:* Cllr. Dale noted that most gullies in the village had recently been cleared;

- (iii) *20 mph sign at Broomhaugh*: Cllr. Dale noted that this had been damaged and a replacement part was awaited;
- (iv) *Neighbourhood Plan*: Cllr. Dale reported that she would hold a meeting with planning officers to discuss the housing element of the Plan and their lack of support for future developments;
- (v) *Meeting to review excess signage*: Cllr. Dale reminded councillors that she had made a promise to review signage throughout the village once the pedestrian crossing had been installed. It was agreed that the Clerk would liaise with Cllr. Dale to set up such a review;

**ACTION: ADa/CLERK**

- (vi) *Footpath infill*: Cllr. Dale reported that some time ago she had requested that the Council complete a short section of footpath along the A695 and she was pleased to report that this had been done which meant there was now a continuous footpath from Riding Mill to Stocksfield;
- (vii) *Traffic Free Cycle Route along the Tyne Valley*: Cllr. Dale had attended a useful meeting to discuss developing a cycle way along the Tyne Valley (see Minute 22/110(i));
- (viii) *Warm Hubs*: Cllr. Dale noted that there were various discussions being held about creating warm hubs. She was not aware of any Riding Mill residents who had issues at the current time but was happy to be contacted by anyone needing assistance and she would direct them to the relevant support at the County Council;
- (ix) *Planning*: Cllr. Dale noted that there were still long delays in planning applications being determined due to staff shortages;
- (x) *Rights of Way*: Cllr. Dale was liaising with the Footpaths Officer and landowners to resolve two Rights of Way issues.

#### 22/99 **Neighbourhood Plan**

Cllr. Howe reported that the draft submission document that had been submitted to NCC earlier this year had now been screened and the Neighbourhood Team had agreed that the Parish could move to the Consultation Stage. A strategic environmental assessment had not been necessary; neither had a habitat regulations assessment (to be ratified by Natural England shortly).

It had been agreed that the consultation period would begin on 1<sup>st</sup> November and last for 6 weeks. The draft neighbourhood plan and accompanying documents would be posted on the website and hard copies made available on request to those without internet access. A drop in event, at which members of the Steering Group and the planning consultant would be available to answer questions, had been arranged for Saturday 5<sup>th</sup> November in the Supper Room of the Parish Hall. Further information would be given in the newsletter supplement which was about to be printed and distributed to all parishioners, along with a summary of the plan and details on how to make comments. All comments would then be collated and assessed by the planning consultant for the Steering Group to consider. The Group would then need to agree any changes to the plan after which the Parish Council would be asked to ratify it. This final version of the Plan would be submitted to the County Council, hopefully by Christmas.

#### 22/100 **Sports Club**

The Clerk reported that she had written to the three remaining trustees of the Cricket Club. One had responded to say that a meeting would be held with the current committee but nothing further had been heard. It was agreed that the Clerk would write again to the trustees. She was also asked to write to the current committee to inform them that the Council wished to undertake an inspection of the pavilion and grounds to ensure maintenance obligations were being met.

**ACTION: CLERK**

#### 22/101 **Bridge Inspections**

The inspection reports were received for Marchburn Lane bridge, Millfield Road bridge and the weir footbridge and the comments and recommendations noted. The only urgent action identified related to the weir footbridge where a piece of wood needed to be replaced and the scour pockets repaired on the central piers. The Clerk confirmed that she was seeking contractors to tender for the work and Cllr. Dale offered to speak to a contact who might be able to help.

**ACTION: CLERK/ADa**

#### 22/102 Defibrillator Provision within the Parish

During the pre-meeting questions, a resident of Sandy Bank had updated the Council on a proposal to install a defibrillator on Sandy Bank paid for by the residents. Costs had been established for the defibrillator and cabinet and for the installation of an electricity supply and meter connection. He confirmed that residents of Sandy Bank had confirmed their willingness to pay but that the Residents' Association did not wish to take on the insurance obligations and maintenance of a defibrillator and once installed wished to donate it to the Parish Council so that it became its asset. During the meeting, councillors recognised what a generous offer this was but they were concerned that by accepting it they were setting a precedent. They remained unconvinced that additional defibrillators were the best option for the village and would rather explore the community first responder initiative (see previous Minute 22/84). The Clerk had written an article for the newsletter seeking volunteers to help in an emergency and it was agreed to wait to see what response this generated before making a final decision. The Clerk was also asked to contact Osbit to discuss improving defibrillator provision at Broomhaugh.

**ACTION: CLERK**

#### 22/103 Youth Initiatives

It was reported that Philip Latham, Chair of the Village Hall Trust (VHT), had contacted the Parish Council to suggest that a meeting be held to discuss how to improve activities for younger residents (12+) in the parish. Some councillors felt that young people were often busy with activities coordinated through their schools. Nevertheless, it was agreed that Cllr. Lightley would meet with representatives from the VHT and the Church and report back to a future meeting.

**ACTION: SL/DM**

#### 22/104 Warm Hub/Cost of Living

Cllr. McKenzie reported that discussions were being held by the Church and the Village Hall Trust into ways residents could be helped if they were experiencing problems due to the cost of heating. It was agreed that Cllrs. Bridges and Howe would attend a future meeting.

**ACTION: CH/PB/DM**

#### 22/105 Climate Change

Cllr. McKenzie reported that a specialist firm had undertaken a survey of the Church and VHT buildings to look at ways of improving the insulation. The conclusion was that it would be extremely expensive to improve insulation and that it would be better to install a more efficient gas boiler (one that was hydrogen ready i.e. one that could run with 20% hydrogen but could be easily changed to 100% hydrogen in the future).

#### 22/106 Finance

(a) *Yearly Audited Accounts*

- (i) The final audited accounts for 2021/22, including a copy of the External Auditor Certificate and accounting statement were received and accepted. The accounts had been displayed for the previous two weeks on the notice board and were available on the website. The comment made by the external auditor was noted.
- (ii) The re-appointment of Mrs Margaret Weatherley as Internal Auditor was confirmed (Proposed Cllr. Howe, seconded Cllr. Lightley).

(b) *Monthly accounts:*

(i) *Payments/Receipts*

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

Northumberland County Council – salary payment June	£917.42 (inc. VAT £2.50)
Neetfleet – Play Park quarterly inspection	£90.00
Shotton Waste Services – cleaning of septic tank, sports pavilion	£300.00
NEST Pension – July pension	£44.26
Northumberland County Council – salary payment July	£1,224.30 (inc. VAT £2.50)
Natural Ability – garden maintenance and renewal of gravel by MUGA court	£543.00

Data Protection fees	£35.00
NEST Pension – August pension	£26.14
Northumberland County Council – salary payment August	£936.90 (inc. VAT £2.50)
Natural Ability – garden maintenance	£115.50
T Bell Horticultural Services – parish grass cutting	£450.00
Neetfleet – additional maintenance	£30.00
NEST Pension – September	£26.14
Unity Trust – quarterly bank charges	£18.00
PKF Littlejohn – external auditor fees	£480.00 (inc. VAT £80.00)
St James PCC – room hire	£10.00
Neetfleet – additional maintenance (repairs to play park and gate)	£110.00
Catherine Harrison – reimbursement of expenses (printer ink, travel expenses to Morpeth, refreshments, Google cloud storage, light bulbs, commemorative plaques)	£146.20 (inc. VAT £16.18)

**Standing Orders/Direct Debits:**

Neetfleet – monthly handyman payment (paid in arrears to cover July)	£240.00
Neetfleet – monthly handyman payment (paid in arrears to cover August)	£240.00
Neetfleet – monthly handyman payment (paid in arrears to cover September)	£240.00

*The following receipts were noted:*

Triodos - quarterly interest	£2.91
Groundworks – Neighbourhood Plan grant	£7,410.00
Northumberland County Council – 2 <sup>nd</sup> instalment of Precept	£22,500.00
Northern Powergrid – Wayleaves	£61.05
Northumberland County Council – use of Old Playground by school buses	£50.00

*(ii) Budget reports*

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

**22/107 General Village Maintenance**

- (i) *Handyman:* The Clerk reported that the handyman had:
- trimmed and swept footpaths
  - trimmed hedges on PC land and cut back bushes obscuring sightlines at junctions
  - washed mirrors, signs and play park equipment
  - regularly watered and tidied the planters
  - removed graffiti from a bus shelter
  - completed the staining of the benches
  - undertaken a play park inspection and repaired a wooden bridge section and made a temporary repair to the rope bridge
  - adjusted the fixings on the disabled access gate at the sports field
- (ii) *Rights of Way:* Two useful meetings had been held with the Footpaths Officer including a walk to High Shilford to review footpaths in that area. The Officer had agreed that he would organise for some work to be done by his field team, including the replacement of two stiles and the cutting back of hedgerows to widen paths. A discussion was also held about improvements to some paths which the Parish Council offered to part fund and he agreed to work with the Council to seek quotes.
- (iii) *Tree work:* It was noted that the tree surgeon had undertaken some of the priority tree work identified in the recent survey including removing a dead tree from the March Burn by the tennis courts and removing an ash tree with dieback which overhung the Play Park.

- (iv) Play Park update: The Clerk reported that she had obtained a quote from Playdale and awaited a further quote from another supplier which was due imminently. It was noted that replacement rope items were extremely expensive but the older pieces of equipment were in urgent need of repair and the work was a priority.

## 22/108 Planning

### (a) Planning applications

- (i) It was reported that the following planning applications were under consideration by the County Council:
- 22/02785/FUL – Badgers Mount, Whiteside Bank. Demolition of existing conservatory and construction of single storey pitched roof extension. PC – no objection;
  - 22/03262/FUL – 8 Hollin Hill Terrace. Small extension to existing garage. PC – no objection;
  - 22/03433/FUL – Land north east of Beauclerc. Construction of 2 new dwellings. PC – still to consider.
  - 22/03703/FUL- High Shilford Cottage. Single storey rear extension. PC – no objection.
- (ii) It was reported that the following planning applications had been approved by the County Council:
- 22/00596/LBC – Village War Memorial. Alteration to plaque;
  - 22/00774/FUL – Ford Bungalow, Broomhaugh. Side extension and new garage with office above;
  - 21/04215/FUL – 1 Mill View, Mill Close. 2-storey side extension and rear terrace.
- (iii) It was reported that the following planning application had been withdrawn:
- 22/02039/FUL – 3 Oaklands
- (iv) Planning Application – 22/00043/LBC- Broomhaugh Farm.  
It was reported that the applicant had made an Appeal following a decision by the County Council to refuse permission for the replacement of 6 windows;
- (v) Tennis Club – additional reports  
It was reported that additional lighting and environmental reports had been submitted by the Tennis Club in support of their application for Tweener lighting. Having reviewed the reports it was agreed that the Parish Council would not comment further as a full assessment would be made by the planning authority.

It was noted that the Highways Department had raised no concerns about the parking situation, probably because it was a private road. A recent event at the Club had caused parking problems for residents and it was agreed to write again to the Club about this matter.

**ACTION: CLERK**

## 22/109 Correspondence

- An email regarding noise issues and behaviour during football matches had been referred to the manager of the football club to take action;
- An email regarding the danger of spiked fencing near the speed humps in Church Lane had been referred to Cllr. Dale. No other action was proposed;
- An email regarding ash dieback near the station had been referred to Cllr. Dale;
- An email regarding repair work to the small pumping station near the Wellington had been referred to Cllr. Dale;
- A letter expressing concern about activities of a resident on land adjacent to the Tennis Club was noted. The Clerk had asked the resident to stop filming wildlife at night in this area and had suggested that if they wished to do so in the future they should write to the Parish Council asking for permission. She had also asked the Tennis Club to be mindful of filming in a public place when undertaking further ecology studies and had asked them to remove the detritus from the fencing repairs;
- An email regarding community actions included within the Neighbourhood Plan had been addressed and resolved.

22/110 **Minor Matters**

(i) *Tyne Valley Traffic Free Cycle Route.*

The Clerk reported that Cllr. Irwin had attended a meeting with various town and parish councillors to discuss the possibility of creating a traffic free cycle route along the Tyne Valley. The meeting had been well attended and the belief was that if the parishes worked together then there was a greater chance of success. Parishes were required to work with their two neighbouring parishes to identify possible routes and these ideas would be considered at a further meeting in November.

(ii) *Newsletter*

It was noted that the newsletter would be printed shortly and councillors were asked to help deliver it.

**ACTION: ALL**

22/111 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 14<sup>th</sup> November in Church Cottage, Church Lane.

22/112 **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: safety issues in March Burn Woods.

Public meeting closed at 9.08 pm