



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 12th December 2022.

Councillors present:

| | |
|------------------------------|------------------------|
| Cllr. Christine Howe (Chair) | Cllr. Jill Mills |
| Cllr. Andy Dunhill | Cllr. Eileen Carew |
| Cllr. David McKenzie | Cllr. Pam Bridges |
| Cllr. David Irwin | Cllr. Stephen Lightley |
| Cllr. Brian Singer | |

In attendance:

County Councillor Anne Dale (until Minute 22/138)
Mrs Catherine Harrison – Parish Clerk
1 member of the public was present for part of the meeting.

Cllr. Howe opened the meeting at 7.34 pm.

22/133 Apologies for Absence

None

22/134 Declaration of Interests

Cllr. McKenzie declared an interest in Item 9 – Budget and Precept Requirements and Item 10b – S137 Grants, as the Parish Council would be considering awarding the Village Hall Trust a grant and Cllr. McKenzie was a Trustee of the VHT.

22/135 Approval of the minutes of the meeting of 14th November 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. Bridges).

22/136 Matters Arising

- (i) *Minute 22/116(i) – PC Withdrawal as Custodian Trustee of the Millennium Hall*
The Clerk noted that some progress was being made on this matter although the solicitor still needed to address queries from the Village Hall Trust and provide a timescale for the work;
- (ii) *Minute 22/116(ii) – Allotment Lease*
The Clerk reported that this was close to completion with one minor issue to address;
- (iii) *Minute 22/116(v) – Defibrillator Provision within the parish*
This item was deferred to a future meeting as a response from the North East Ambulance Service was still awaited. It was noted that residents of Sandy Bank had contacted the Community Heartbeat Trust and were exploring other options for installing a defibrillator on Sandy Bank which may not involve the Parish Council;
- (iv) *Minute 22/116(vi) – Youth Initiatives*
There was nothing to note currently;
- (v) *Minute 22/116(vii) – Warm Hub/Cost of Living.*
Cllr. McKenzie reported that a useful meeting had been held between various groups and several initiatives had been proposed. Church Cottage was now registered with the County Council as a

Warm Space and there were plans to make an application to CAN to designate the Parish Hall as a Warm Hub;

(vi) *Minute 22/116(viii) – Tennis Club Parking Issues*

Cllr. Howe and the Clerk reported on a useful meeting with members of the Tennis Club committee. Organisers of future tennis events would seek to ensure parking was managed to ensure gateways were not blocked and that there was no parking on both sides of the road. The Club did express concern that this was a village issue with residents who lived near the Parish Hall equally affected and felt it was unfair the Tennis Club was being singled out. It was agreed that the Parish Council would produce a map showing priority parking areas, one version would specifically try to address tennis parking issues, the other would be shared with people attending large events at the Parish Hall;

ACTION: CH/CLERK

(vii) *Minute 22/117(v) – Traffic calming measures at Beauclerc.*

Cllr. Dale had referred a request from a resident to address speeding issues at Beauclerc to the Parish Council. It was agreed that the scale of the problem should be investigated first and that local residents should be canvassed for their views. If a gateway sign was to be installed it would require County Council permission and it was agreed that the Clerk should write to Cllr. Dale to ask her to obtain the opinion of the Highways Team as to the most suitable location;

ACTION: CLERK/AD/ADa

(viii) *Minute 22/119 – Sports Club.*

Cllr. Singer reported that a useful meeting had been held with two of the Cricket Club trustees. They had already met with the current management committee and agreed to hold a further meeting with the committee having listened to both sides and noted the issues which needed to be addressed. It was hoped that further discussions would be held in the new year;

(ix) *Minute 22/122 – Review of signage.*

It was noted that the request for the County Council to remove various signage items had been submitted via Cllr. Dale and a response was awaited;

(x) *Minute 22/130 – Fires on PC Land.*

The Clerk reported that she had written to the Pre-School regarding fires but no response had, as yet, been received;

(xi) *Minute 22/131(ii) – War Memorial Correction.*

The Clerk reported that the fundraising campaign to correct the war memorial had successfully reached its target. Donations had been received from numerous residents, Osbit, the Royal Engineers Association and Northumberland Freemasons. All funds had been credited to the Parish Council's bank account and she therefore proposed to send the plaque to the metal conservator for correction. No funds would be required from the Parish Council but as the designated owners of the war memorial it was necessary for the Parish Council to commission the work.

ACTION: CLERK

22/137 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) *Area by Dene Terrace* – Cllr. Dale confirmed that the County Council would have no objection to a small planting scheme on the area of land by Dene Terrace although it would be for the Parish Council to maintain and a sign on the planter noting this would be required;
- (ii) *Ash dieback* – An officer from the County Council had reviewed the trees on the approach to the station and agreed that it was likely they were suffering from ash dieback but would need to review them again in late spring when the trees were in leaf;
- (iii) *Installation of double white lines near Riding Grange* - Cllr. Dale reported that the Highways Team had advised that it would not be possible to install double white lines at this location. There had only been two accidents around the Slaley Road junction in 23 years and none since 2013 and it was considered that the gateway and other initiatives had already helped improve safety at this location. A general discussion took place about speeding issues. Cllr. Singer was a Speedwatch volunteer but since Covid this campaign seemed to have stopped. Cllr. Dale offered to investigate whether this

initiative was still active. She also offered to ask the County Council to check drivers' speeds when exiting either end of the village;

ACTION: ADa

- (iv) *Gullies* - Cllr. Dale reported that the gullies had been cleared recently. The Clerk noted one of the gullies in Church Lane was completely blocked and it couldn't normally be cleared as cars parked for the school hindered access. The Clerk was asked to email Cllr. Dale to see if it could be cleared over the Christmas holidays when parked cars would not be an issue;

ACTION: CLERK/ADa

- (v) *Footpaths* - In the pre-meeting discussion, Cllr. Irwin warned that the footpath through 'Fold House field' remained dangerous and it appeared no action was being taken. Cllr. Dale asked Cllr. Irwin to write to her and she would raise the matter with the Footpaths officer.

ACTION: DI/ADa

22/138 **Neighbourhood Plan**

Cllr. Howe noted that the consultation period would end the next day (Tuesday 13th December). The planning consultant would summarise the comments and prepare a paper for the Steering Group to review at a meeting the following week. It was hoped that the updated plan would be ready to be ratified at the Parish Council meeting in January.

22/139 **Mill Pond Project**

Cllr. Howe reported that a meeting had been held with the Tyne Rivers Trust to discuss whether to extend the project. A new member of their team had considerable experience of reinstating ponds and leats and had suggested a far simpler scheme which would not require much dredging and this would help with costs. It was agreed that a detailed scheme should be developed which would be shared with nearby residents before any funding applications were made. It was agreed that the Parish Council should meet the costs of preparing the scheme although it was hoped that these costs could be reclaimed if a successful funding bid was achieved (Proposed Cllr. Howe, seconded Cllr. Dunhill).

22/140 **Climate Change**

At the last meeting, there had been much discussion about suitable locations for EV charging stations. Cllr. Dunhill had been looking for sites and wondered if there was any possibility of installing parking bays, two of which could be for EV charging, opposite the school. The verge was wide and there was also the potential of extending into the adjoining land which was unregistered. He argued that if ownership was unknown it was in the best interests of the village for the Parish Council to make claim to it so that it could be maintained – in this instance ensuring the trees were suitably maintained and managed. It was agreed that Cllr. Howe would measure the area and see if parking bays were an option before the Highways Team at the County Council would be contacted for their opinion. Cllr. Dunhill had a contact at the Land Registry and he would approach him to discuss if there were any quick routes to claiming ownership of unregistered land. The usual method would be by adverse possession with the land normally fenced off and after waiting a period of 12 years would allow an application for ownership to be made.

ACTION: AD/CH

22/141 **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 (Proposed Cllr. Howe, seconded Cllr. Mills):

| Budget Category | Proposed budget for 2023/24 | Last year's budget |
|------------------------|------------------------------------|---------------------------|
| Staff Costs | £13,200 | £11,200 |
| Insurance | £2,350 | £2,200 |
| General Admin | £1,650 | £1,500 |
| Professional Fees | £3,000 | £6,000 |
| Donations/Grants | £3,600 | £6,100 |
| Maintenance | £14,500 | £11,500 |
| Capital Expenditure | £5,150 | £5,000 |
| Miscellaneous | £800 | £800 |
| Bridges sinking fund | £3,000 | £2,500 |
| TOTAL | <u>£47,250</u> | <u>£46,800</u> |

Points to note:

- Staff Costs: This was increased as there had been a national pay award backdated to April 2022 and to allow for a potential pay award increase in the coming financial year;
- Professional Fees: This budget category was reduced as there were no scheduled surveys to be conducted in 2023/24. Provision was made for legal work relating to the Sports Club and to the Village Hall Trust;
- Maintenance Budget: It was hoped that some savings could be made on tree work as much of the ash dieback work had been addressed. Provision was made for repairs to the wooden footbridge at the weir (£2,000) and, as the Parish Council was currently maintaining the football field, the donation which had in the past been given to the Sports Club for this purpose was transferred to the Maintenance budget from the Donation budget (£2,500);
- Donations: The Parish Council agreed to make an award of £2,500 to the Village Hall Trust to help with the upkeep of the halls and to set aside £1,100 to help smaller village groups and local charities.
- Capital expenditure projects – the Parish Council agreed to set aside £5,150 for future projects;
- The PC agreed to continue to set aside money for the future replacement of either Marchburn Lane bridge or Millfield Road bridge and agreed a budget of £3,000.

Precept Calculation

It was agreed that no funds would be taken from the Reserves and that the Precept would be set at £47,250, an increase of £2,250 (5%). This was proposed by Cllr. Howe, seconded by Cllr. Irwin and unanimously agreed.

ACTION: CLERK

22/142 Finance

(a) *Monthly accounts:*

(i) *Payments/Receipts*

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

| | |
|---|--------------------------|
| ME Stewart/Neetfleet – maintenance of Rights of Way (to be refunded by NCC) | £300.00 |
| English for All – Donation to Philip Latham’s memorial | £25.00 |
| NEST Pension – November salary | £26.14 |
| ME Stewart/Neetfleet – removal of old planters, installation of new + plants and compost | £310.00 |
| Christine Howe – reimbursement of catering expenses – NP event | £14.00 |
| RM VHT – room hire for NP event | £70.00 |
| Box-it North – yearly storage fee for archive boxes | £24.00 (inc. VAT £4.00) |
| Natural Ability – maintenance of edible garden | £66.00 |
| Marchburn Lane Residents Association fees | £100.00 |
| SLCC – Yearly membership | £177.00 |
| Catherine Harrison – reimbursement of expenses (catering for Christmas tree event, box to package plaque) | £23.91 (inc. VAT £2.08) |
| Northumberland County Council – reimbursement of Clerk’s November salary | £934.96 (inc. VAT £2.50) |
| Neetfleet – monthly handyman payment (paid in arrears to cover November) | £240.00 |

The following receipts were noted:

| | |
|--|---------|
| Northumberland County Council – Rights of Way maintenance | £300.00 |
| Osbit – Donation to War Memorial Appeal | £200.00 |
| Mr G Walmsley on behalf of RM Bowls Club - Donation to War Memorial Appeal | £25.00 |

| | |
|--|---------|
| St James Church –Donation to War Memorial Appeal | £112.40 |
| Freemasons of Northumberland - Donation to War Memorial Appeal | £575.00 |
| Royal Engineers Association - Donation to War Memorial Appeal | £500.00 |
| Crowdfunding donations - Donation to War Memorial Appeal | £633.94 |

(ii) Budget reports

The budget reports were received and approved. Current spending had been reviewed earlier when setting the Precept and no further issues were considered.

(b) S137 Grants

A paper was received detailing requests for funding from voluntary organisations and local village clubs and groups. It was agreed that priority would be given to local groups and the remaining funds distributed evenly between the other applicants as detailed below: (Proposed Cllr. Irwin, seconded Cllr. Howe):

- Riding Mill Pre-School (£150)
- Tuesday Drop in Group (£150)
- Parish Hall - Garden Invaders (£150)
- Tynedale Hospice at Home (£100)
- Sport Tynedale (£100)
- Great North Air Ambulance (£100)
- Citizens Advice Northumberland (£100)
- Community Action Northumberland (£100)
- Age UK Northumberland (£100)

ACTION: CLERK

22/143 General Village Maintenance

(i) Handyman

The Clerk reported that the handyman had swept footpaths and cleared leaves. He had also cleared moss from Millfield Road bridge and had cut back foliage around mirrors and signs. In addition, he had installed the new flower planters.

The Clerk was asked to request that the handyman cut back growth along the footpath leading from Whiteside Bank to Wentworth Grange field. She was also asked to arrange for the roadside area near the mill pond in Marchburn Lane to be trimmed to remove overhanging nettles and brambles.

ACTION: CLERK

(ii) Play Park update

The Clerk reported that the Council had been successful in securing £2,082 in S106 funding from the County Council to help with the rope bridge replacement costs. It was agreed that an order for these parts should now be placed with Playdale. Other items would be ordered later from a general playground maintenance company.

ACTION: CLERK

22/144 Planning

(a) Planning applications

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

- 22/03722/PRUTPO – 3 St James Close. Tree Work. PC – no objection;
- 22/04443/FELTPO – 8 Hollin Hill Terrace. Extensive tree work. PC – no objection.
- 22/04465/FUL – The Hemmel, Broomhaugh. Change to roof of single storey extension and window arrangement. External door replaced by window. WC moved to garage. PC – no objection;

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

- 22/03702/FUL – High Shilford Cottage. Rear Extension and retrospective permission for porch;

- 22/01398/FUL – Belmont, 5 Field Bungalows, Broomhaugh. Replacement of holiday let cabin.
- 22/04166/PRUTPO – 7 Meadow Park. Tree work.

(iii) It was reported that the following planning application had been withdrawn:

- 22/01737/FUL – Floodlights, Double tennis courts.

In the pre-meeting discussion, Cllr. Dale had been asked by a resident why the application had been removed from the planning portal website as this had caused concern and anxiety to residents who were not aware it had been withdrawn. Cllr. Dale explained that this was because a withdrawn application had no legal status and the reports were therefore no longer valid. Should a new application be submitted, residents would have to review the new information and decide whether they wished to comment again. Cllr. Dale agreed to raise the resident's concerns with the planning department.

The resident also queried whether the parish councillors had, prior to the application being withdrawn, reviewed the new reports received from objectors to the application which including an independent lighting assessment and a report from an entomologist. Most councillors had seen the reports but felt that they would have been for the County Council to evaluate rather than the Parish Council.

22/145 Correspondence

None

22/146 Minor Matters

No additional matters to note.

22/147 Date of Future Meeting

It was agreed that the next meeting of the Council should be held on Monday 9th January 2023 in Church Cottage, Church Lane.

Meeting closed at 9.06 pm