



# Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 13<sup>th</sup> March 2023.

## Councillors present:

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

## In attendance:

County Councillor Anne Dale (until Minute 23/38)  
Mrs Catherine Harrison – Parish Clerk  
2 members of the public were present.

Cllr. Howe opened the meeting at 7.28 pm.

23/22 **Apologies for Absence**  
None.

23/23 **Declaration of Interests**  
Cllr. Singer declared an interest in Item 4(i): Allotment lease.

23/24 **Approval of the minutes of the meeting of 13<sup>th</sup> February 2023**  
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. Dunhill).

## 23/25 Matters Arising

- (i) *Minute 23/12(ii) – Allotment lease.* The Clerk confirmed that the lease had been signed and was in the process of being registered at the Land Registry;
- (ii) *Minute 23/12(iii) – Defibrillator provision within the parish – Possible installation of defibrillator at the sports pavilion.* The Clerk reported that both the Football Foundation and the English & Wales Cricket Board helped fund defibrillators at sports clubs. She therefore proposed to work with the clubs to establish the best funding route and would report back to a future meeting;
- (iii) *Minute 23/15 – Climate Change.* The Clerk confirmed that possible locations for EV charging points in the village had been submitted to the County Council and feedback was awaited.

**ACTION: CLERK**

## 23/26 County Councillor Report

Cllr. Dale reported on the following issues:

- (i) *Bollards on Millfield Road bridge* – Cllr. Dale reported that she had been informed of protruding metalwork on the bollards and had arranged for the Highways team to repair them;
- (ii) *White powder scattered around street furniture and lampposts* – Cllr Dale noted that concerns had been raised by residents about white powder that had been scattered around the village as they were concerned that it could be toxic to animals. Some residents had contacted the police and others had

contacted the County Council via Cllr. Dale. Council officers had visited the area and residents' concerns had been allayed;

- (iii) *Parking notices at Broomhaugh* – Cllr. Dale had been told of notices left on cars that appeared to warn drivers for parking on pavements. These were not official letters issued by the County Council and could be ignored.

### 23/27 **Neighbourhood Plan**

Cllr. Howe reported that, as discussed at the last PC meeting, our planning consultant had asked for Historic England's (HE) opinion as to the need for a Strategic Environmental Assessment for the Manor House site. The response had been ambivalent as HE believed it was a local planning decision and would back whatever the Northumberland County Council (NCC) decided. A further attempt to include the site was made by offering to remove the housing figures but NCC insisted an SEA was still required. The Manor House site was therefore removed from the Plan in order for the Plan to progress. This was extremely disappointing as it meant there were no housing allocation sites in the Neighbourhood Plan.

Cllr. Howe reported that Northumberland County Council were still undertaking their final examination of the Plan and no date had been given for when it would be sent for independent examination. Most of the grant had been spent; a small proportion would be refunded and the remainder held on account by our planning consultant to cover her work after the independent examiner had commented on the plan. This was unanimously approved (Proposed Cllr. Howe, seconded Cllr. Irwin).

A proportion of the grant had been allocated for the preliminary preparation of a Neighbourhood Development Order (as first recommended by the County Council but then revoked). This grant had instead been used by our planning consultant to prepare a report which pulled together all of the relevant information that could be used to support a change to the Green Belt boundary through the local plan should the opportunity arise.

Cllr. Howe noted that the owners of the Broomhaugh development site maintained that the site was not viable under the current rural exception site rules.

Cllr. Howe hoped that a meeting could be arranged with the County Council planning team in order to raise concerns about the perceived negativity of those involved and the failure to support the parish in fulfilling the housing needs identified in the Housing Needs Assessment (it was noted that other parishes shared similar concerns).

**ACTION: CH**

### 23/28 **Beauclerc – traffic calming measures**

The Clerk reported that a questionnaire had been sent to Beauclerc residents asking for their opinion on speeding traffic. There had been a relatively small response. For the most part, residents didn't wish to see additional signage or other traffic calming measures. Most felt that the problem arose through poor driving which was a police matter. Some useful comments had been received relating to the renewal of road markings or ensuring foliage was cut back in front of current signs. These had been forwarded to Cllr. Dale for her to action with the Highways Team. It was agreed that the Clerk would write to update those residents who had taken part in the survey.

**ACTION: CLERK**

### 23/29 **Civility and Respect Pledge**

A paper was received outlining an initiative developed by NALC and SLCC which encouraged all councils to sign up to the Civility and Respect Pledge. The pledge covered such areas as behaviour (councillors/ clerk/ members of the public), training, Code of Conduct and good governance arrangements. After discussion, it was agreed that the Council should sign up to the Pledge and adopt the Dignity at Work Policy which had been prepared to help councils meet the pledge (Proposed Cllr. Dunhill, seconded Cllr. Mills).

**ACTION: CLERK**

### 23/30 **Climate Change**

Cllr. McKenzie had attended a meeting which had encouraged people to make more of green areas for nature i.e. not cutting the grass at certain times of the year etc. It was agreed that this was to be encouraged where

appropriate and would be enhanced by the inclusion in the Neighbourhood Plan of designated local green spaces.

### 23/31 **Review of Policy Documents**

The following policy documents were reviewed and readopted:

- Financial Risk Assessment - minor changes to Precept notes (Proposed Cllr. Howe, seconded Cllr. Dunhill)
- Asset Register (Proposed Cllr. Howe, seconded Cllr. Mills)
- B&RPC Continuity Plan –delete responsibility for Millennium Hall (Proposed Cllr. Howe, seconded Cllr. Lightley)

### 23/32 **Finance**

(a) *Monthly accounts:*

(i) Payments/Receipts

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

|                                                                                                                                       |                            |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Northumberland County Council – reimbursement of Clerk’s December pay (includes back pay following pay award backdated to April 2022) | £1,594.07 (inc. VAT £2.50) |
| Northumberland County Council – reimbursement of Clerk’s February pay                                                                 | £1,006.37 (inc. VAT £2.50) |
| Nest Pension – February pension contribution                                                                                          | £30.69                     |
| Neetfleet (Attach catches to notice board, remove wire from Spinney)                                                                  | £82.00                     |
| Neetfleet (Play Park refurbishment work – invoice 1)                                                                                  | £450.00                    |
| East Tynedale Forum – subscription                                                                                                    | £30.00                     |
| Communicorp – Clerks and Councils Direct - yearly subscription                                                                        | £14.00                     |
| David Ballantyne – removal of ash trees by Play Park                                                                                  | £725.00                    |
| Catherine Harrison – reimbursement of expenses (stationery/postage)                                                                   | £7.24                      |
| Trevor Bell – grass cutting and line marking, football field                                                                          | £200.00                    |
| Neetfleet – monthly handyman payment (paid in arrears to cover February)                                                              | £240.00                    |

The following receipts were noted:

None

(ii) Budget reports

The Clerk provided an overview of budget spending to accompany the reports and the over/underspends were noted.

(b) *Regular Payments*

A summary of the monthly/yearly standing orders and direct debits was received and the payments were re-approved.

### 23/33 **General Village Maintenance**

(i) *Handyman* - The Clerk reported that the handyman had swept footpaths and cleaned and treated moss on Millfield Road bridge. He had also fitted new catches to the Methodist Church noticeboard; fitted a new net to the play park climber and had begun to paint the wooden play equipment with preservative. Cllr. Dunhill noted that the bug hut post in the Spinney was loose again and he suggested it was attached to a tree instead. It was also noted that there was graffiti on a lighting box on the path from Broomhaugh to the station which should be removed. The Clerk would inform the handyman;

**ACTION: CLERK**

(ii) *Tree work* – the Clerk reported that a tree had fallen by the double tennis courts and she had instructed the tree surgeon to make it safe;

(iii) *Weir Footbridge* – it was reported that rot had been identified in the weir footbridge;

(iv) *Replacement goalposts* – the Clerk reported that Mark Robinson had asked if the Parish Council might make a donation towards replacement goalposts. The Clerk had identified that the Football Foundation offered a grant of 75% towards new goalposts and she had asked if this funding option

could be explored first and, if necessary, the Parish Council could make the application on behalf of the football club.

#### 23/34 **Planning**

##### (a) *Planning applications*

- (i) It was reported that the following planning application was under consideration by the County Council:
  - 23/00731/FUL – Kingmead, Sandy Bank. Installation of lift shaft. PC – no objection;
- (ii) It was reported that the following planning applications had been granted permission by the County Council:
  - 02290/FUL – Grey Court, Farnley. Installation of fence;
  - 22/04706/AGTRES – High Shilford Cottage. Conversion of agricultural building into two dwelling houses. Agents prior approval request granted;
  - 23/00413/FELTPO – Oaklands Lodge. Tree work.
- (iii) It was reported that the following planning application had been withdrawn:
  - 23/00537/FUL – Land North of the Old Tavern House. Construction of new 2-storey house with undercroft parking. Cllr. Howe noted that information requested at the pre-application stage by NCC Highways with regard to the road support had not been received and therefore the application had been withdrawn.

#### 23/35 **Correspondence**

- Email enclosing photos of parking on Millfield Road – noted. Letter sent to Tennis Club/Village Hall Trust suggesting preferred parking locations.
- Emails re planning application – 23/00537/FUL – Land North of the Old Tavern House. Comments noted by planning sub-group but application now withdrawn.

#### 23/36 **Minor Matters**

- (i) *Annual Parish Meeting* – the Clerk reported that she had yet to find a speaker for the APM and now planned to approach Community Action Northumberland as they employed a number of energy advisors. Councillors also offered some further suggestions;

**ACTION: CLERK**
- (ii) *Village plans to mark the Coronation in May* - Cllr. McKenzie outlined various activities planned for the Coronation Weekend. The Scouts planned to run an event for young people and families on Monday 8<sup>th</sup> May and Gwyn McKenzie had written to the Council asking if it could make a financial contribution towards the costs. As the scale of the event and overall plans were still to be decided and, as a grant application had been made to the County Council for funding, it was agreed that the Clerk should write to Mrs McKenzie asking for more details of anticipated costs and that a decision be taken once the outcome of the grant application was known;

**ACTION: CLERK**
- (iii) *New sign near amenity land at the double tennis courts* – Cllr. Lightley reported that the Tennis Club had installed a sign on the walkway near the access point to the amenity land asking residents not to feed the animals. The Tennis Club could only make this request on land that they leased and therefore the positioning of this sign was confusing as residents might presume this applied to the amenity land. After discussion, councillors agreed that they had no issue with residents feeding animals on amenity land and that the Tennis Club should be asked to reposition its sign nearer to the club house.

**ACTION: CLERK**

#### 23/37 **Date of Future Meeting**

It was agreed that the next meeting of the Parish Council should be held on Monday 17<sup>th</sup> April 2023.

- 23/38 **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 condition of the weir footbridge and actions to be taken.

Meeting closed at 8.37 pm