**Broomhaugh & Riding Parish Council**

Minutes of the Council meeting held on Monday 10th March 2014 in the Parish Hall.

**Councillors present:**

Cllr. Malcolm Reid (Chairman) Cllr. Andy Dunhill

Cllr. Jill Mills Cllr. Eileen Carew

**In attendance:**

Cllr. Anne Dale – Northumberland County Council

Mrs Catherine Harrison – Parish Clerk

Public (6): Mr G Davison, Mrs B Davison, Mr C Mitchell, Mr C Page, Mrs S Soulsby and Mrs L Stephenson,

Cllr. Reid opened the meeting at 7.45 pm.

1. **Apologies**

 Cllr. Ewen, Cllr. Cairns, Cllr. Singer and Mrs Pam Pryor, Chair of the Village Hall Trust.

2. **Declaration of Interests**

No disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting were given.

3. **Approval of the minutes of the meeting of 10th February 2014**

It was agreed that the minutes of the Council meeting held on 10th February 2014 were a true record and duly signed off by Cllr. Reid.

4. **Matters arising from the February meeting other than those listed on the agenda**

 (i) *Minute 5(ii) – Railway Bridge*

It was reported that a letter had been received from Network Rail confirming that they planned to monitor the boundary wall adjacent to the road bridge over the railway. They were currently obtaining costs for its repair and it would be rectified in the near future.

Cllr. Dale reported that she had attended a site meeting with NCC and Network Rail concerning the refurbished bridge by Eastview. It had been agreed to improve drainage on the bridge and to make a hardcore passing place on nearby land which had been disturbed by the works.

A discussion was held regarding the retrospective planning application submitted by Network Rail. The PC had made observations on the application but had not objected. After hearing residents’ concerns it was agreed that Cllr. Dale and the Clerk should contact the Planning Officer to register an objection to the application and to ask that it be heard at committee.

**ACTION: ADa/CH**

1. *Minute 5(v) – Tennis Club*

During this item and in the public pre-meeting discussion, the nearby residents reiterated their objections to the Tennis Club’s current management plan and they asked that the lease be delayed. Councillors indicated that the preparation of the lease would proceed for reasons detailed in previous minutes.

Cllr. Dunhill confirmed that he had held a meeting with the Tennis Club representatives and that he would be circulating a proposal document to nearby residents shortly.

**ACTION: AD**

It was also highlighted that Sports England expected the Tennis Club to maintain the refurbished courts and as such the Tennis Club had a duty to try to raise reserve funds via the hire of the multi-purpose court.

1. *Minute 6 – West End Bus Shelter*

It was reported that work had been completed on the bus shelter. A small waste bin would be installed later in the month. Issues to do with drainage around the site were being dealt with by NCC.

1. *Minute 7 – Fencing*

It was reported that:

1. The pre-school had made good the fencing around the pre-school garden although one panel was in poor order and would need to be replaced. There would be no charge for labour and it was expected that materials would cost approximately £500. An invoice was awaited;
2. Cllr. Dale and a number of councillors had met with the Footpaths Officer to discuss the footpath leading from Broomhaugh to the station. The Footpaths Officer confirmed that the PC had no public liability for this fence and he offered to contact the land agent for the Styford Estate to ask that they repair the fence. He also agreed to arrange for a gully by the footpath to be cleared of debris.
3. The fence leading to the station from the main road had now been repaired.
4. *Minute 10 – Access Issue over Millfield Road Bridge*

Cllr. Dale reported that she had met the Chief Executive of the North East Ambulance Service and had discussed the two residents’ letters with him. He had agreed to write to her once he had looked in to the two incidents.

1. *Minute 13 – Memorial for Bobby Turner*

Councillors unanimously agreed to approve the purchase of a memorial bird bath for Bobby Turner. The VHT had agreed to site it on the gravel area outside the Parish Hall. The cost would be approximately £530 less any VAT which could be reclaimed. This cost included delivery plus a charge for an inscription on the base.

The Clerk was asked to confirm with the VHT that the bird bath would be covered by their insurance.

**ACTION: CH**

1. *Minute 5(i) – Long Rigg*

Cllr. Dale reported that NCC were undertaking background work but before holding further discussions she first needed to establish whether the request to explore adoption of the road was made with the authorisation of the Long Rigg Residents’ Association.

1. *Minute 20 – Removal of double yellow lines on the main road*

Cllr. Dale reported that she had been informed by NCC that the double yellow lines on a section of the main road west of the speed camera could not be removed.

5. **Bank Accounts**

 The following recommendations were unanimously approved by the Councillors:

1. That the current account be moved to the Unity Trust Bank.
2. That the two deposit accounts should be held with Triodos and The Cambridge Building Society.

NB. Account signatories would remain as agreed at the meeting of the PC on 11th November 2013

**ACTION: CH**

6. **Town & Parish Council Charter**

A response document was presented from Cllr. Dunhill to the revised Northumberland Town & Parish Council Charter. This was unanimously accepted by the councillors and the Clerk was requested to submit the response.

**ACTION: CH**

7. **Handyman**

It was reported that the handyman had cut back ivy on the road side by Dene Terrace and the Wellington Pub and on trees near the station. He had also cut back hedge growth in the play park and strimmed areas not cut by the Council. This accounted for eight hours in total to be paid in March and April 2014.

8. **Planning**

 It was reported that:

1. the following planning applications were under consideration by NCC:
* 14/00254/FUL Brockencote, Sandy Bank. Bedroom extension. PC queried lack of information and whether the design was appropriate.
* 14/00055/LBC Stable End, Broomhaugh. PC raised no objection as long as the flue did not extend above roofline.
1. the following planning applications had been considered by NCC and granted permission:
* 13/03874/FUL Freshfield, Sandy Bank. Erection of a front boundary fence
* 13/03491/FUL Hopton House, East Elevation extension
* 13/03390/FUL Bungalow development on land south of the Bungalow, Broomhaugh

Cllr. Dale reported that a number of conditions had been stipulated when this application had been granted.

9. **Map generation**

It was reported that the Clerk had been trialling a computer package, Parish Online, which allowed her to generate maps for the Parish. It was agreed that the Clerk should purchase the package once the trial period ended at a cost of £28 per year plus an initial set up fee of £20.

**ACTION: CH**

10. **Finance**

 (i) The following payments were authorised:

JM Jackson – wood panels for repairs to fence leading to station £156.80

Mrs L Stephenson – materials £10.32

Clear Channel UK – bus shelter £4746.53

NCC – ground works for bus stop £5634.40

Northumbrian Water (Cricket Pavilion) £9.67

Homevend (Handyman) – additional hours for fence repair £100

Catherine Harrison – February salary and home working allowance £345.82

Catherine Harrison expenses – Ink cartridges £55.61

Subscription to Clerks & Councils Direct Publication £12.00

***S137 Donations:***

RM Pre-school – donation to restore garden £150

**Standing Orders:**

Homevend (March) £75

Homevend (April) £75

(ii) A report showing budget spending for the financial year was received.

11. **Correspondence**

There were no additional correspondence matters to consider.

12. **Minor Matters**

 (i) *Damage to Millfield Road*

Debmat had agreed to make good the damage to footpaths in Millfield Road but as yet the work had not been completed. The Clerk should write to remind them to complete the work.

**ACTION: CH**

 (ii) *Youth Club*

Cllr. Carew reported that at a meeting of the VHT a discussion had been held on restarting a Youth Club in the village. It was unanimously agreed that should someone be found to run the group the Parish Council would be happy to consider requests for financial support.

1. *Village Clean Up Day*

It was agreed to organise a village clean up day on Saturday 10th May with volunteers meeting at 10am at the Parish Hall. The Clerk should purchase gloves and bin bags. Cllr. Reid agreed to publicise this in the next Parish News.

**ACTION: CH/MR**

13. **Date of the next meeting**

 It was agreed to hold the next Council meeting on Monday 12th May 2014.

A reminder was given that the annual Parish Meeting would be held on Monday 28th April at 7pm in the Parish Hall.

With no further business the Chairman closed the meeting at 9.31pm.