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**Broomhaugh & Riding Parish Council**

Minutes of the Council meeting held on Monday 9th November 2015 in the Parish Hall.

**Councillors present:**

Cllr. Andy Dunhill (Chairman) Cllr. Malcolm Reid

Cllr. Jill Mills Cllr. Eileen Carew

Cllr. Brian Singer

**In attendance:**

Cllr. Anne Dale – County Councillor

Mrs Catherine Harrison – Parish Clerk

Public (3): Mr J Harrison (pre-meeting only), Mrs P Pryor and Mrs L Stephenson

Cllr. Dunhill opened the meeting at 7.45 pm.

15/85 **Apologies**

 Apologies were received from Cllr. Bill Cairns.

15/86 **Declaration of Interests**

Cllr. Dunhill declared an interest in Item 4(ii) Football Field as he played cricket at the ground.

Cllr. Reid declared a personal interest in Item 6 as he planned to raise issues to do with climate change.

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

15/87 **Approval of the minutes of the meeting of 14th September 2015**

It was agreed that the minutes of the Council meeting, and of the confidential meeting, held on 14th September 2015 were a true record and duly signed off by Cllr. Dunhill.

15/88 **Matters arising**

1. *Minute 15/74(i) – Shelter opposite the Wellington Inn*

A mixed response was received from residents re the proposal to install a shelter at the bottom of Whiteside Bank. Due to the cost and safety considerations, the idea of a shelter at the bottom of Whiteside Bank was rejected. As the current shelter was serviceable it was agreed not to replace it for the time being but the Clerk was asked to check the pavement width requirements. If there was sufficient space, then she was asked to find out the cost of installing a perch seat.

**ACTION: CH**

1. *Minute 15/74 (ii) – Football Field*

It was reported that the grass seed had been sown and now that the field had greened up residents had followed the PC’s request not to walk on the area. Cllr. Reid reported that he had visited some of the residents in the nearby holiday homes and had discussed the issue of dog fouling. A dog bin was on order and would be installed by the County Council shortly. The Clerk was waiting to install dog fouling penalty signs and was seeking clarification from the County Council as to the level of fines that could be imposed.

**ACTION: CH**

1. *Minute 15/74(iii) – Tree works*

Cllr. Dunhill reported that three trees overhanging the burn had been removed from near the Play Park.

One quote to undertake a survey of the PC’s woodland had been received from a local arboriculturist but another quote was still needed.

**ACTION: CH**

1. *Minute 15/74(vi) - Play Park*

Cllr. Dunhill reported that:

1. The Play Park group had met and were currently undertaking a review of play equipment available;
2. Some levelling work had been undertaken. One tonne of soil had been used and some of the deeper ruts had been dealt with but more work would be required next year.
3. It was recommended that whoever undertook the Play Park inspection should undertake a training course. It was suggested that instead of paying for a councillor to attend such a course we could employ Martin Stewart, who maintains the playgrounds for Broomley & Stocksfield PC and is fully qualified to undertake playground inspections, to undertake a quarterly inspection of the Play Park in addition to the weekly councillor inspections. A quote was being sought and the issue would be considered at a future meeting.

**ACTION: CH**

1. *Minute 15/74(viii) – Mare’s Tail, Marchburn Lane*

It was reported that the Mare’s Tail plants growing in Marchburn Lane had been treated successfully. The area would need to be strimmed and checked in the spring and one further application might be required.

1. *Minute 15/75 – Disabled ramp*

It was reported that the ramp had been installed and already comments had been received expressing how useful people found it. Elaine Raeburn and her gardening team at the Parish Hall had expressed a willingness to help with landscaping and planting the area. Cllr. Reid proposed to write an article for the Parish News asking for ideas for planting and whether anyone wished to sponsor/dedicate a tree or bush. It was suggested that the whole path be cleared of brambles and nettles and left ready for planting. The Clerk was asked to obtain a quote for this work. It was noted that the neighbouring property might wish for an extension to the height of part of the surrounding fence. The PC would give serious consideration to a reasonable request of this kind.

**ACTION: CH**

1. *Minute 15/76 – Local Transport Priorities*

It was noted that Cllr. Dale had recommended that issues to do with parking by the more easterly turning to Wentworth Grange should be referred to NCC after works to widen the pavement outside of St James Terrace had been completed. She had, however, referred a request for repairs to the pavement at the west end of the Village to the County Council.

1. *Minutes 15/82(i) – WW1 Memorial Panel*

The Clerk reported that she had submitted a pre-application funding request to the War Memorials Trust to help with costs for restoring the panel, the outcome of which would be known before Christmas. This might hopefully cover approximately 70% of the costs. Quotes for the restoration of the panel were currently being sought. Pam Pryor, on behalf of the Village Hall Trust, agreed to submit an application for funding to the Community Chest once costs were known.

**ACTION: CH/PP**

15/89 **Core Strategy Consultation**

The pre-submission Core Strategy document was circulated in advance of the meeting. A query was raised as to the correct position of the inset boundary around Broomhaugh as certain areas were outside of the boundary and were therefore in the Green Belt but developments had been allowed. After discussion it was agreed not to comment on the boundary.

Cllr. Reid reported that he felt that the County Council’s position on climate change was not consistent throughout the pre-submission draft document and that some of its policy decisions were not sound. He had drafted a response and sought Councillors’ agreement to submit the comments on behalf of the Council rather than as an individual. After discussion it was agreed to support the comments (Proposed: MR, Agreed: AD, BS, EC. Abstained: JM).

**ACTION: CH/MR**

15/90 **Grass cutting**

It was reported that Trevor Bell Horticultural Services had provided a good grass cutting service this year. The Clerk was asked to confirm his prices for next year before the PC would decide whether to re-engage his services.

**ACTION: CH**

15/91 **Finance**

 (i) *Monthly expenditure*

The following payments were authorised:

Jewsons Ltd – handyman supplies £55.61 (inc £9.27 VAT)

St James PCC – donation to Church Cottage refurbishment £1000

RM Cricket Club – contribution towards grass cutting £1013.32

Catherine Harrison (September salary, home allowance + back pay) £452.66

Ward Hadaway – Legal expenses £840.00 (inc £140 VAT)

Office Depot (UK) Ltd – stationery £30.19 (inc £5.03 VAT)

Tynedale Home and Garden Ltd – treatment of Mare’s tail £60.00

M & D Bell Ltd – reconditioning of football field – TO BE RECLAIMED £2550.00 (inc £425.00 VAT)

T Bell Horticultural Services – grass cutting £1315.00

Riding Mill Pre-School – S136 donation £60.00

Catherine Harrison (October salary and home allowance) £403.01

Catherine Harrison – reimbursement of expenses £26.50

(Dog notices and additional copy of Core Strategy)

Homevend (October Invoice 61) £80.00

Homevend (November Invoice 62) £80.00

The following receipts were noted:

NCC – 2nd instalment Precept £16,000

Unity Trust current account - interest £9.31

RM Allotments Association – quarterly rent £39.12

HMRC – VAT refund £1566.95

(ii) *Budget report*

A report showing overall budget spending for the financial year was received. Particular note was made of the maintenance budget which was overspent and additional costs were still to be incurred. The overspend was due to a large number of trees having to be felled or removed because they had fallen. Also, there had been repair work to the bridge leading to the double tennis courts which had been unexpected.

(iii) *S137 Funding requests*

It was agreed that a payment of £60 to Riding Mill Pre-School to help with production costs of a village calendar should be approved.

A request for funding from Jack Harrison, representing the Table Tennis Club, was received in the pre-meeting question time and would be considered formally at the next meeting.

**ACTION: CH**

(iv) *Yearly Budget*

It was noted that the yearly budget would be set at next month’s meeting. Any ideas for capital expenditure projects should be notified to the Clerk. Likely costs should be obtained before a pre-meeting discussion held in early December.

**ACTION: CH**

15/92 **Handyman**

It was reported that the Handyman had cleaned and applied Sadolin to 12 benches and also cut back bushes around the Broomhaugh bus-stops. This accounted for his October and November payments.

It was noted that the small bench opposite Whiteside Bank was in a poor state of repair. It was agreed that it should be inspected by a Councillor and if necessary it should be removed.

**ACTION: CH**

15/93 **Planning**

1. It was reported that the following planning application was under consideration by NCC:
* 15/03507/FUL – Hill House, Riding Hills – House extension and separate garage/studio.

PC’s response – objection to detached garage/studio due to infringement of Green Belt and being visually intrusive.

1. It was reported that the following planning applications had been considered by NCC and granted permission:
* 15/02748/LBC – 1 Hollin Hill Terrace
* 15/02252/FUL – Land west of sewage works. Installation of safety steps
* 15/02884/VARYCO – Westwood, Marchburn Lane

15/94 **Correspondence**

It was noted that Mr Young had written re a covenant release but this was a confidential matter between the applicant and the PC and no comment could be made.

A letter received from Mincoffs Solicitors on behalf of Mr Tully re the adoption of Millfield Road would be discussed under Confidential Matters.

All other items of correspondence had been discussed during the meeting.

15/95 **Minor Matters**

1. *Village Shop developments*

Pam Pryor reported that she was exploring the possibility of converting the Supper Room into a shop and had found a couple who were keen to rent the room at a commercial rate. The stumbling block appeared to be the current lease for the Parish Hall as a shop would not fall within permitted use. The PC expressed its strong support for the VHT’s plans and confirmed its willingness to help make any building changes to the Parish Hall with funds set aside to help facilitate the opening of a shop. Cllr. Reid offered to accompany Mrs Pryor to the next PCC meeting where the matter would be discussed.

**ACTION: MR**

1. *Spinney Review*

Cllr. Reid reported that he still felt the issue of access to the Spinney should be considered again in view of the comments he had received from neighbouring properties regarding safety although he recognised that not everyone shared his opinion. He therefore suggested that a working group be formed to look at various issues including access and encouraging greater use of the area. It was agreed that the group should comprise Cllrs. Reid and Carew and the Clerk.

**ACTION: MR/EC/CH**

1. *Meetings to attend*

Cllr. Cairns had offered to attend the next Rural Parishes meeting to be held on Tuesday 1st December. The Clerk would also attend. (Cllr. Carew would attend if Cllr. Cairns could not).

1. *Remembrance Service*

Thanks were recorded to Cllr. Singer for laying the wreath at this year’s Remembrance Service.

15/96 **Date of Future Meeting**

It was agreed that the next meeting of the Council should be held on Monday 14th December 2015.

15/97 **Confidential Matters**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was unanimously agreed that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following items:

1. Terms for the release of covenant - Bokul, Marchburn Lane;

2. Appointment of consultants to undertake bridge inspections;

3. Letter sent by Mincoffs Solicitors on behalf of Mr Tully re adoption of Millfield Road.

Meeting closed at 9.30 pm