**BROOMHAUGH & RIDING PARISH COUNCIL**

I hereby give notice that the next meeting and AGM of the Parish Council will be held in Church Cottage, Church Lane, Riding Mill

On Monday 9th May 2016 at 7.45 p.m.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Cllr. Dale will be available from 7.15pm and members of the public may put questions to the Council from 7.30-7.45pm.

**Dated: 4th May 2016 Catherine Harrison, Parish Clerk**

# AGENDA

# 1. Apologies for Absence

2. **Election of Chair and Vice-Chair**

3. **Declaration of Interests**

To receive: disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

4. **Delegation of responsibilities**

To delegate to councillors the Chairman’s authority to take decisions in the following areas subject to approval at future PC meetings:

*Planning Sub-Committee*

*Neighbourhood Plan*

*Legal/FOI matters*

*Appraisals*

*VHT representatives*

*Website monitoring*

*Handyman/ Amenity matters / Play park inspection*

*Accounts*

*Edible Riding Mill/Spinney*

*Sports and recreation*

*East Tynedale Forum representative*

*RM Play & Regeneration Group representatives*

5. **Standing Orders/Financial Regulations/Code of Conduct**

To receive: for review and re-adoption:

* Standing Orders (Paper A)
* Financial Regulations (Paper B)
* Code of Conduct issued by NALC (Paper C)

6. **Minutes**

To resolve: that the minutes of the Council meeting held on 14th March 2016 be signed as a correct record.

7. **Matters Arising**

To report: on matters arising from the previous Minutes excluding those included on this agenda.

1. Minute 16/22(i) – Landscaping by the ramp/Edible Riding Mill. Update from Cllr. Reid. Approval requested to retain services of Brian Thompson to oversee the maintenance of the newly landscaped area;
2. Minute 16/22(iv) – The Spinney. Update from Cllr Reid;
3. Minute 16/23 – Play Park. Update from Cllr. Dunhill and the Clerk;
4. Minute 16/26 – Station Close. Update on consultation from Cllr. Dale;
5. Minute 16/27 - Display of councillors’ addresses. To report that councillors’ addresses have been removed from the notice board and website. Email addresses and telephone numbers are displayed;
6. Minute 16/33(ii) – Shop. Update from Cllr. Dunhill;
7. Minute 16/33(iii) – Defibrillator refresher training. Update from the Clerk.

8. **Flood Management** (Cllr Dunhill)

To agree: to establish a working group to develop a flood management plan.

9. **Covenant Release**

To report: that the PC has agreed to release the restrictive covenant attached to Bokul, Marchburn Lane to allow for the redevelopment of the original house and one additional dwelling. A fee for the release has been received.

10. **Finance / Insurance**

a) Annual Accounts

To receive for approval:

1. The Annual Governance statement (Paper D);
2. The 2015/16 Accounts, Budget Summary and Annual Return (Paper E);

To note:

(i) that the Notice of Appointment of Date for the Exercise of Electors’ Rights will be displayed on the notice board from Friday 27th May. The dates for inspection are from Monday 13th June until Friday 22nd July.

(ii) the report received from the Internal Auditor, Peter Basnett (Paper F).

(All documents circulated prior to the meeting)

b) Current Account

To report: that the provider of the current account, Unity Trust Bank, has informed the PC that it plans to withdraw interest payments on the account and also charge a monthly fee of £6. The PC is asked to consider whether to change provider.

c) Monthly accounts

To receive for approval:

(i) a summary of payments for authorisation and the bank reconciliation;

(ii) an overall review of current budget spending.

d) Annual grant to the VHT

To consider: making an award under Section 137 to the VHT.

e) Insurance

To note: the insurance premium for 2016/17 is £2441.04. This is a slight reduction on last year’s premium. NB: the PC signed up to a 3-year agreement through Came & Company – this is the final year of the agreement.

11. **Allotment Association – Yearly Rent**

To agree: the rent to be charged to the Allotment Association in 2016/17.

12. **Handyman**

To receive: a report of the Handyman’s work in April & May.

13. **Planning**

To report:

1. that the following planning application is under consideration by NCC:

16/00940/FUL – 3 Burnside, Mill Close – two storey side extension. PC – no objection

1. that the following planning applications have been approved by NCC:

16/00169/FUL – Burnside, Riding Mill. Erection of greenhouse in front garden.

16/00056/FUL – 16 Station Close. Extension.

1. that the following application has been withdrawn:

16/00603/FUL – Land NW of Grove Field, Sandy Bank. Construction of 2-storey dwelling and separate garage.

14. **Correspondence**

To consider: any correspondence issues not covered elsewhere on the agenda.

15. **Minor Matters**

(i) Roadside selling – A68. Road safety concerns;

(ii) Village Festival proposals;

1. Sandy Bank Residents’ Association AGM – issues to be addressed by the PC;
2. Life buoy by the weir.

16: **Date of Future Meeting**

To resolve: that the next meeting of the Council should be held on Monday 11th July 2016.

To note: that future meetings will be held on the second Monday of the following months: September, November, December, February, March, May and July. The annual Parish Meeting will be held in April 2017 – date to be advised.

***REMINDERS***

***ANNUAL PARISH MEETING – Thursday 12th May, 7pm Parish Hall***

**Correspondence**

*Correspondence received from residents since the March meeting:*

Dr J Young – Planting of poisonous plants

Mrs J Chexal – dog bin, Sandy Bank

Mr R Daffern – various issues, Sandy Bank