**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 Thursday 17th May 2018 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: 11th May 2018 Catherine Harrison, Parish Clerk**

# AGENDA

# 1. Apologies for Absence

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

 Chair to sign Declaration of Acceptance of Office for the position.

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 review and update: the current list of responsibilities delegated to individual councillors.

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 12th March 2018 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 18/21(i) – Relocation of the bus stop sign.* Still awaited – defer to the next meeting;
2. *Minutes 18/21(ii) and Minute 18/21(iii) – signs for Millfield Road and installation of a bollard.* Update from the Clerk;
3. *Minute 18/24 – Education Consultation.* Update from the Clerk;
4. Minute 18/26 – Play Park. Update from Cllr. Dunhill.

8. **County Councillor Report**

 To receive: a report from Cllr. Dale on matters of interest relating to the village not included elsewhere on the agenda.

9. **Streetlight Marchburn Lane**

 To consider: a quote from Northumberland County Council to install a streetlight by the bridge in Marchburn Lane. NB: if the PC is minded to accept the quote, then the Council will need to resolve to suspend Standing Orders in order to consider only one quote on the grounds that the County Council is the most appropriate contractor to undertake the work.

10. **Repairs to the Old Playground**

 To review: quotes received for repair work to the Old Playground and to appoint a contractor.

11. **Fish Easement at the Weir**

To receive: an update from Cllr. Howe on the work the Tyne Rivers Trust proposes to undertake at the weir and to resolve on whether to make a contribution to the costs. The TRT suggests a contribution of £1900 which equates to 28% of the total cost of the project and would help meet match funding requirements.

12. **General Data Protection Regulation (GDPR) – 25th May 2018**

 To note: plans for the implementation of the new regulation and to approve any new policy documents.

13. **Neighbourhood Plan /Parish Plan**

 To review: the Parish Plan prepared in 2006 to see what actions have been completed and which are outstanding including whether to create a picnic area east of the double tennis courts (Paper D).

14. **Marchburn - Mill Pond**

 To consider: whether it is possible to reinstate the Mill Pond.

15. **General Village Maintenance**

 To note: any issues of concern.

16. **Finance / Insurance**

 a) Annual Governance and Accountability Return for 2017/2018

 (i) To note: that the Internal Auditor, Mrs Margaret Weatherley, has raised no issues of concern after auditing the accounts;

 (ii) To approve: the Annual Governance Statement (Paper E(i))

 (iii) To approve the draft annual accounts for 2017/2018 (Paper E(ii))

 (iv) To approve the Accounting Statement and Explanation of Variances (Paper E(iii))

 (v) To note: that the Dates for the Exercise of Electors’ Rights to view the accounts will be from Monday 4th June until Friday 13th July.

 b) Monthly accounts

 To receive for approval:

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

(ii) an overall review of current budget spending (Paper F(ii)).

 c) Annual grant to the VHT

 To approve: the annual grant to the Village Hall Trust.

 d) Annual grant to the Sports Club

 To consider and approve: the grant to the Sports Club.

 e) Insurance

To note: the insurance premium for 2018/19 is £2200.51. NB: the PC signed up to a 3-year agreement through Came & Company – this is the second year of the agreement.

17. **Planning**

 To report:

1. that the following planning applications are under consideration by NCC:
* 18/01012/FUL – Hollin House, Hollin Hill Terrace. Double storey extension and detached garage. PC – no objection;
* 18/01102/FUL & 18/01103/LBC – West Cottage, Shepherds Dene. Single storey kitchen extension. PC – no objection subject to preserving key architectural features.
* 18/01223/FUL, 18/01224/LBC, 18/01246/FUL – Redevelopment of Riding Farm. PC – no objection. Asked if pavement could be widened as part of the redevelopment.
1. that the following planning applications have been approved by NCC:
* 18/00589/FUL – 4 Burnside, Mill Close. Porch to side of house.
* 18/00246/FUL – Spellbound, Whiteside Bank. 4 single storey extensions
* 17/-3218/FUL – Osbit, Broomhaugh House. Extension of office and retention of mobile offices.
1. that the following planning application has been withdrawn:
* 18/00502/FUL – White Hemmels. Demolition of existing rear conservatory and construction of new rear extension. Conversion of existing out buildings to ancillary residential accommodation.
1. that the following planning application has been refused permission:
* 18/00475/FELTPO – Removal of oak tree, land south of St James Close

18. **Correspondence**

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

19. **Minor Matters**

20: **Date of Future Meeting**

To resolve: on the when the next meeting of the Council should be held after considering councillors’ availability.

*Correspondence:*

Mr Prior –signage, Millfield Road

***REMINDER***

***OFFICIAL OPENING OF THE PLAY PARK – Friday 18th May, 11 am***