



Broomhaugh & Riding Parish Council

Minutes of the Council meeting held on Monday 10th December 2018 in Church Cottage, Church Lane, Riding Mill.

Councillors present:

Cllr. Andy Dunhill (Chairman)
Cllr. Brian Singer
Cllr. Eileen Carew
Cllr. Pauline Mulholland

Cllr. David McKenzie
Cllr. Christine Howe
Cllr. Pam Bridges

Co-opted at the meeting:

Cllr. Janet Padgett

In attendance:

Mrs Catherine Harrison – Parish Clerk
2 members of the public were present.

Cllr. Dunhill opened the meeting at 7.40 pm.

18/110 Apologies for Absence

Apologies were received from Councillor Jill Mills, County Councillor Anne Dale and Mrs Pam Pryor, Chair of the Village Hall Trust.

18/111 Declaration of Interests

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

18/112 Co-option of Councillor

Mrs Janet Padgett offered to serve on the Parish Council and gave an overview of the experiences and skills she could bring. A vote was held and it was unanimously agreed to co-opt her on to the Council. She signed the requisite form and was welcomed to the meeting. (Proposed Cllr. Dunhill, seconded Cllr. Carew).

ACTION: CH

18/113 Approval of the minutes of the meeting of 12th November 2018

It was agreed that the minutes of the Council meeting were a true record and duly signed off by Cllr. Dunhill (Proposed: Cllr. Dunhill, seconded Cllr. McKenzie).

18/114 Matters Arising

(i) *Minute 18/100(i) – Sports Club sign / S106 funding.*

It was reported that:

- discussions regarding the possible new signage at the club were ongoing;
- the quote to install electricity to the pavilion had expired and the Club were seeking a new one but planned to undertake the work as soon as possible so as not to forfeit the earlier grant;
- the outcome of the additional S106 funding complaint remained outstanding.

- (ii) *Minutes 18/100(ii) – School bus drop off issues.*
The County Council was still reviewing the arrangements. Cllr. Dale should be asked for an update at the next meeting.

ACTION: ADa

18/115 **County Councillor Report**

A written report from Cllr. Dale, summarised below, was received as she was unable to attend the meeting:

1. Footpath to Corbridge: Cllr. Dale intended to arrange a meeting with the County Council Rights of Way officer in January to discuss the progress that was being made/not made towards reopening the footpath to Corbridge. The County Council recognised that it was an important route for the residents of the Parish especially as there was no other safe footpath to Corbridge.

The Parish Council would send representatives to the meeting and awaited further information from Cllr. Dale.

ACTION: ADa

2. 20 mph signs, etc.: Cllr. Dale suggested a meeting early in the New Year once all the signage was in place to review the scheme. Rumble strips outside the Church would be installed in the spring once the weather improved. The bus stop sign at the western end of the village would be moved to its rightful place when the workmen were on site.

ACTION: ADa

3. Lighting: The majority of the lighting issues raised by residents had been resolved. There were still some parts of the contract that required further work.
4. The roundabout at the junction of the A695/A68 had had major work undertaken. The lighting was now nearly finished and all the greenery cut back substantially.

18/116 **Budget for next Financial Year**

A document showing current budget spending and proposed spending for next year was received. After discussion the budget was unanimously agreed as follows:

Budget Category	Proposed budget for 2019/20	Last year's budget
Staff Costs	£5,800	£5,500
Insurance	£2,600	£2,400
General Admin	£2,300	£1,600
Professional Fees	£2,500	£3,500
Donations/Grants	£6,000	£6,000
Maintenance	£16,500	£12,000
Capital Expenditure	£5,500	£15,500
Miscellaneous	£800	£800
Bridges sinking fund	£2,000	£1500
TOTAL	£44,000	£48,800

Points to note:

- Proposed 13.9% decrease in budget;
- The following budget categories would either remain static or marginally increase: Staff costs; Insurance; Donations/Grants;
- General admin – an additional £600 was added to the budget to allow for the digital scanning of old documents;
- Professional fees – an allowance was made for a tree survey report. Advice had been noted that tree surveys should be conducted every 3 years but that trees deemed to be high risk might need to be surveyed every 12-24 months. The arboriculturist firm appointed should be asked to identify any such trees within their report and indicate the necessary inspection regime. As an aside, it was suggested that in the next yearly newsletter, the PC should

remind residents of the guidance in case they owned trees which overhung roads or pavements;

ACTION: CH

- Maintenance – this budget was increased to allow for bridge maintenance work which was expected to cost approximately £5000 and for enhanced services such as additional road sweeping and weed killing;
- Capital expenditure projects - a number of ideas were considered and it was agreed to set aside funds for the possible installation of an outside accessible toilet at the Parish Hall for use by users of the Play Park and to contribute to a feasibility report, to be undertaken by the Tyne Rivers Trust, to explore whether it was possible to reinstate the mill pond in Marchburn Lane as a recreational amenity;
- The PC agreed to continue to set aside money for a sinking fund for future bridge replacement;
- This year the Parish Council had drawn heavily from reserves to fund the budget. The reserves now held were only marginally greater than one year's precept (the recommended level) and it was agreed that it would be impossible to draw on them to the same extent again next year.

Precept Calculation

It was agreed to use £2,000 from the Reserves and set the Precept at £42,000 (an increase of 12%). This was proposed by Cllr. Dunhill, seconded by Cllr. McKenzie and unanimously agreed.

ACTION: CH

18/117 Finance / Insurance

(a) Monthly accounts

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

Royal British Legion – donation	£60.00
T Bell Horticultural Services – grass cutting	£430.00
David Ballantyne – tree services	£815.00
Stephen Rutherford – bus shelter cleaning	£40.00
SLCC – membership renewal	£106.00
Martin Stewart – play park inspection	£85.00
Martin Stewart – back log of maintenance tasks	£720.00
Marchburn Lane Residents' Association – frontager subscription	£75.00
Catherine Harrison – November salary	£468.45
Catherine Harrison – reimbursement of postage costs	£7.30
Wave – water charges, cricket pavilion	£336.77
Brian Singer – A3 photocopy reimbursement	£5.00

Regular standing order:

Martin Stewart/Neetfleet – monthly handyman payment	£115.00
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There were no receipts to note.

(ii) Budget report

The only account which showed a significant overspend was the Maintenance budget. This was due to the War Memorial restoration costs and because of the two repairs to the surface of the Old Playground – all of which had been unanticipated. The Capital Expenditure budget remained largely unspent but it was still hoped that the changes to the Spinney's entrance would be undertaken this financial year.

b) *S137 Requests for Funding*

A paper was received detailing requests for funding from voluntary organisations. Following review it was agreed to make the following grants/donations (Proposed Cllr. Bridges, seconded Cllr. Carew):

- Tynedale Hospice at Home (£60)
- Community Action Northumberland (£60)
- Sport Tynedale (£60)
- CAB (£100)
- Age UK (£60)
- Great North Air Ambulance (£60)
- The Stephen Carey Fund (£60)
- The Children's Foundation (£60)
- Core Music (£60)

ACTION: CH

In addition to the above organisations, two further applications were received from village clubs and it was unanimously agreed to make the following grants:

Riding Mill Tennis Club - £150 donation towards equipment to support their junior coaching programme;

Riding Mill Pre-School - £150 donation towards new equipment.

ACTION: CH

18/118 Policy Review

The Health & Safety Policy document for the Play Park was reviewed and re-adopted (Proposed Cllr. Dunhill, seconded Cllr. McKenzie). The Clerk was asked to review the procedures for recording accidents/incidents.

ACTION: CH

18/119 Review of Assets

It was noted that Cllrs. Dunhill and Howe had conducted a review of all the PC's assets and had listed any actions necessary to ensure they remained in good condition. These tasks would be reviewed and passed to the Handyman as necessary.

18/120 Christmas Tree

Cllr. McKenzie suggested erecting a village Christmas tree each year. The Clerk had obtained prices for a tree and commercial-grade low-voltage lighting as recommended for parish councils. The Village Hall Trust had agreed that a tree could be installed in the mill race gardens and that the lighting could be powered from the hall. The handyman was available to install the tree. The costs were reviewed and approved (Proposed Cllr. Dunhill, seconded Cllr. Singer).

ACTION: CH

18/121 Handyman

The handyman had undertaken general tidying/leaf clearing duties in the village as well as cutting back overhanging foliage around signs and treating the weir bench and bus shelter fascia boards with wood preservative.

18/122 General Village Maintenance

A general discussion was held about village maintenance such as moss growth on pavements. The responsibility for maintenance of pavements rested with the County Council but budget pressures meant it was unrealistic to expect them to undertake the work. Further consideration would be given to the issue and advice sought from the County Council.

ACTION: CH

18/123 Consultations

Two consultation documents were noted:

- Consultation of car parking charges at selected coastal locations and railway stations.
- Consultation over recovery of costs for provision of traffic management and other services to event organisers

Cllr. Singer felt strongly that the PC should object to the introduction of car parking charges at stations and at Prudhoe Country Park for a number of reasons: environmental factors – rail users may transfer to using their car something which he felt the County Council should be discouraging due to road congestion issues and harmful air pollution; rail users would potentially park outside residential properties to avoid the charge; residents may be discouraged from using the country park which would be deterring them seeking a healthier lifestyle and may threaten the café which operates from the car park area and provides employment opportunities for adults with special needs.

Councillors supported this argument and it was unanimously agreed to object to the proposals (Proposed Cllr. Singer, seconded Cllr. McKenzie).

ACTION: BS/CH

Consideration would be given to the traffic management cost consultation and if appropriate a response should be sent.

ACTION: CH

18/124 Planning

It was reported that:

- (i) the following planning applications were under consideration by NCC:
 - 18/04089/PRUTPO – Tinklers Gill, Oaklands. Tree works – reduce Norway Maple. PC – no objection.
 - 18/03752/PRUTPO – Holmfield, Sandy Bank. Tree works – reduce oak and beech trees. PC – no objection.
 - 18/03888/LBC – Thirlwell, Broomhaugh. Replacement of sash windows and changes to internal layout. PC – no objection.
- (ii) the following planning application had been approved by NCC:
 - 18/03456/PRUTPO – Glenbrook, Oaklands. Tree works.

18/125 Correspondence

- (i) Letter from Mrs Stephenson re sports field sign. Minute 18/114(i) applies – discussions were ongoing with the Sports Club.

18/126 Minor Matters

- (i) Meeting with the Environment Agency: a meeting had been held with the local EA officer and he would review the PC's draft flood plan and suggest amendments. A flood warden group still needed to be established although a number of people had volunteered. A survey would be conducted to establish what help might be required by residents if a flood was anticipated (it was noted that once flooding occurred the EA and other organisations took over management of the situation).
- (ii) Tennis Club lease – it was noted that the lease had now been signed by all parties and the PC awaited notification from its solicitor that all papers had been filed with the Land Registry.

18/127 Date of Future Meeting

It was agreed that the next meeting of the Council should be held on Monday 11th February 2019.
Venue: Church Cottage.

Meeting closed at 9.25 pm