



Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 13th January 2025.

Councillors present:

Cllr. Christine Howe (Chair)

Cllr. Andy Dunhill

Cllr. Barbara Wood

Cllr. Lucie Armstrong

Cllr. Brian Singer

Cllr. Eileen Carew

Cllr. Bridget Jones

Cllr. David Irwin

In attendance:

Mrs Catherine Harrison – Parish Clerk

2 members of the public were present

Cllr. Howe opened the meeting at 7.27 pm.

25/01 Apologies for Absence

Cllr. Ellen Rutherford and County Councillor Anne Dale.

25/02 Declaration of Interests

None.

25/03 Approval of the minutes of the meeting of 9th December 2024

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

25/04 Matters Arising

- (i) *Minute 24/157(i) – Decked area by sports pavilion.* The Clerk confirmed that she was waiting for further information from the Sports Club before a planning application could be submitted;
- (ii) *Minute 24/157(iii) – Website/New domain.* The Clerk reported that the new domain name for the Parish Council had been approved and would be <https://ridingmillparish.gov.uk>. The web hosting company had made good progress in transferring the domain name and creating the new email addresses which were now ready for councillors to use. It was agreed that the previous domain name, ridingmill.org, should be kept active for at least the next two years allowing anyone accessing the old site to be redirected to the new one. The Clerk would publicise the changes to residents and organisations;

ACTION: CLERK

- (iii) *Minute 24/158(iv) – Parking at Broomhaugh.* The Clerk reported that Cllr. Dale had asked that this item be deferred to the February meeting when she would be available to give a full update;

- (iv) *Minute 24/159 – New light on footpath to the station.* The lighting officer had informed the Clerk that a survey of the footpath was to be conducted shortly after which he would be able to provide a timescale for the installation of the new light.

25/05 **County Councillor Report**

Item deferred until the February meeting.

25/06 **North East Local Transport Plan**

Following the discussion at the last meeting and subsequent comments received by email, Cllr. Howe had prepared a response to the consultation which was shared with councillors. Following some minor amendments, the response was approved. It was agreed that the Clerk would submit it once Cllr. Howe had recirculated the amended copy to councillors (Proposed Cllr. Howe, seconded Cllr. Irwin).

ACTION: CH/CLERK

25/07 **Delegation of responsibilities**

It had previously been agreed that the Chair could delegate to councillors the Chair's authority to take decisions in specific areas, subject to approval at future PC meetings and working in conjunction with the Clerk. The areas of responsibility were reviewed and the following highlighted changes were agreed:

- Planning Sub-Group – Cllrs. Dunhill, Howe, Singer, Wood and Armstrong (3 from 5 would review each planning application)
- Legal/FOI/GDPR matters – Cllrs. Rutherford and Dunhill
- Appraisals – Cllrs. Carew and Singer
- Website monitoring/development – **Cllr. Armstrong**
- Handyman/Village Maintenance/Amenity matters (including edible garden and Spinney)/ Play park inspection – Cllrs. Howe, Carew and Dunhill
- Accounts – Cllr. Irwin
- Sport & Recreation – Cllrs. Singer and Wood (Cllr. Howe would act as a reserve)
- East Tynedale Forum representative – Rota basis – all councillors (Cllr. Dunhill would attend the next meeting)
- RM Play & Regeneration Group – 2 vacancies (not currently required as group in abeyance)
- Tyne Valley Community Rail Partnership representative – **Cllr. Singer**
- Marchburn Lane Residents' Association representative – Cllr. Howe
- Footpaths Group – Councillor Dunhill
- Children/Youth issues – Cllrs. Singer and **Armstrong**
- Neighbourhood Plan/Community Actions – Cllrs. Howe and Irwin
- Playground weekly inspections – **Cllr. Wood (if not available due to holidays – Cllr. Armstrong)**
- **Cycling/Active travel – Cllrs. Irwin and Jones**
- **Environmental issues/Climate Pledge – Cllr. Jones**
- **Development of a quarterly E-news – Cllr. Jones**

ACTION: CLERK

25/08 **Finance**

a) *Monthly Accounts*

(i) Payments/Receipts

The following payments were agreed (Proposed Cllr. Howe, seconded Cllr. Dunhill)

St James's Church PC – Church cottage hire

£135.00

NCC – reimbursement of Clerk's pay (December)	£1,160.24 (inc. VAT £1.67)
Parish Council Websites – web and email hosting	£480.00
RM VHT – room hire (Supper Room – Christmas event)	£15.00
Northumberland Citizens Advice – S142(2A) grant	£100.00
Great North Air Ambulance – S137 grant	£100.00
Age UK Northumberland – S137 grant	£100.00
Tynedale Hospice at Home – S137 grant	£100.00
Sport Tynedale – S137 grant	£100.00
RM Village Hall Trust (grants to be held on account for the Tuesday Drop-in Group and Garden Invaders 2 x £150)	£300.00
RM Tennis Club – S137 donation	£150.00
Tyne Valley Garden Centre – Christmas tree	£100.00 (inc. VAT £16.67)
Neetfleet – materials for erecting Christmas tree	£15.00
Catherine Harrison – reimbursement of expenses (Mail Chimp monthly subs, Plants, A4 paper)	£47.68 (inc. VAT £6.11)
<u>Standing Orders/Direct Debits:</u>	
Nest pension – December pension contribution	£40.83
Neetfleet – monthly handyman payment (December)	£240.00
Monthly bank charges	£6.00

The following receipts were noted:

Triodos - Quarterly interest	£111.47
Unity Trust (Bridge fund) – Quarterly interest	£3.19
Holiday accommodation donation (x3)	£150.00

(ii) Budget reports

The budget reports were reviewed and approved. No new issues were identified.

(b) Holiday-let accommodation

The Clerk reported that four properties had responded to the Parish Council's letter. It was agreed that the money raised should be transferred to the play park reserve fund and used for future repairs and improvements.

25/09 Climate Change

Cllr. Irwin noted that there would be a discussion with Northumbrian Water later in the week to consider the potential of solar power at the pumping station site and nearby fields.

25/10 General Village Maintenance

- (i) *Handyman:* the Clerk reported that in the previous month the handyman had cleared leaves from various footpaths. He had also installed the village Christmas tree;
- (ii) *Damage to the fencing by Millfield Road Bridge:* The Clerk noted that the fencing appeared to have been damaged although how it had been done was unclear. She had instructed the handyman to make repairs;
- (iii) *Suggested fencing in Marchburn Woods.* It was agreed that the Clerk should seek quotes for fencing off two areas of Marchburn Woods due to land slippage close to the March Burn.
- (iv) *Footpath to the roundabout:* It was noted that complaints had been made on 'Fix my Street' over the state of the footpath to the roundabout which was becoming totally overgrown with vegetation. The Clerk was asked to find out if the County Council would have any objection to the Parish Council organising a community volunteer session to re-edge the footpath;

ACTION: CLERK

ACTION: CLERK

25/11 **Planning**

No new applications or decisions to note.

25/12 **Correspondence**

None to report

25/13 **Minor Matters**

- (i) *Hustings Event* – With a change to the ward boundaries in this year's county councillor elections, it had been suggested that the Parish Council host an elections hustings event for the potential candidates. The Clerk was asked to investigate a suitable date and to find out if candidates who had declared they would be standing would be willing to take part (full list of candidates would not be known until closer to the time of the election).

ACTION: CLERK

- (ii) *Winter Services* – A number of residents had contacted the Clerk to praise the efforts of NCC's Highways team in clearing roads and pavements in the village during the recent bad weather and it was agreed that a letter of thanks should be sent to the County Council.

ACTION: CLERK

- (iii) *Yearly Litter Pick* – It was agreed that this year's litter pick should be held on Saturday 29th March.

ACTION: CLERK

- (iv) *Cycling Campaigns* – Cllr. Jones highlighted a new group which had recently been formed, Northumberland Cycling Campaign, and she suggested that the Parish Council should become a member which was agreed. She or Cllr. Irwin would try to attend the online meetings. It was also suggested that one of the organisers of the group, Jan Chisholm, should be invited to give a presentation at the annual Parish Meeting.

ACTION: BJ/CLERK

- (v) *Skateboarding projects* – the Parish Council had been invited to an event which looked at funding opportunities for skateboarding projects. Councillors agreed not to attend as there were no suitable sites in the village for such a project;

- (vi) *Community Champion Award* – It was agreed that the Clerk should ask residents for their nominations for this year's Community Champion Award with a view to make a presentation at the annual Parish Meeting in May.

ACTION: CLERK

- (vii) *Football Club* – It was noted that the Clerk was arranging a meeting with the new football club representatives. She was asked to raise with them the concrete fencing stands which had been left beside the pitch as they were a trip hazard and should be removed.

ACTION: CLERK

25/14 **Date of Future Meeting**

It was agreed that the next meeting of the Parish Council should be held on Monday 10th February 2025.

Meeting closed at 8.37 pm