Broomhaugh & Riding Parish Council

Minutes of the Parish Council meeting held in Church Cottage, Church Lane, on Monday 14th April 2025.

Councillors present:

Cllr. Christine Howe (Chair)
Cllr. Andy Dunhill
Cllr. Barbara Wood
Cllr. Lucie Armstrong
Cllr. David Irwin
Cllr. Eileen Carew
Cllr. Bridget Jones
Cllr. Ellen Rutherford

In attendance:

Mrs Catherine Harrison – Parish Clerk
County Councillor Anne Dale
3 members of the public were present

Cllr. Howe opened the meeting at 7.22 pm.

25/46 **Apologies for Absence**
None

25/47 **Declaration of Interests**
None.

25/48 **Election of Parish Councillors**
It was reported that there had been seven nominations for the forthcoming parish council elections and that there were nine vacancies. All candidates had therefore been duly elected without contest. The two remaining vacancies would be filled by co-option as soon as possible.

Cllr. Carew had decided not to re-stand having served as a parish councillor for fourteen years. Cllr. Howe, on behalf of the whole council, recorded her thanks to Cllr. Carew for her valued contribution over those years.

25/49 **Approval of the minutes of the meeting of 10th March 2025**
It was agreed that the minutes of the Council meeting were a true record and were duly signed off by Cllr. Howe (Proposed Cllr. Howe, seconded Cllr. Irwin).

25/50 **Matters Arising**

(i) *Minute 25/32(iii) – Community Speedwatch.* It was noted that no one else had come forward to offer to train as a community speedwatch volunteer. Councillors would continue to promote the idea and hopefully more interest would be generated in the future;

(ii) *Minute 25/44(i) – Summer Fête.* It was reported that the Cricket Club had confirmed the date for their Summer Fête, which would be held on Sunday 24th August;

(iii) *Minute 25/44(iii) – Osbit Building Work*. The Clerk reported that a meeting had been held with an Osbit representative and that ideas had been exchanged regarding possible car parking options. Nothing further had been heard and it was assumed that Osbit had made an arrangement with another landowner.

25/51 **County Councillor Report**

Due to the changes in ward boundaries, this was Cllr. Dale's last meeting. She didn't offer her usual formal report and instead reminisced about the issues she had dealt with in Riding Mill since 2008. Councillors recorded their thanks to her for all her support over the last seventeen years. Cllr. Dale would be attending the annual Parish Meeting in May where there would be an opportunity for a more formal thank you in front of residents.

25/52 **Community Champion Award 2025**

The nominations were received and reviewed. Eleven residents had been nominated, some multiple times, and it was heart-warming to hear the reasons for the nominations and how much each person was valued by the community. The final decision was made in private at the end of the meeting where it was agreed that this year's recipient should be Linda Shepherd. Linda would be invited to the annual Parish Meeting where a formal presentation of the award would be made.

ACTION: CLERK

25/53 **Climate Change**

There were no current issues to report.

25/54 **Review of Policy Documents**

The following documents were reviewed and were unanimously readopted:

- Financial Reserves Policy (Proposed Cllr. Howe, seconded Cllr. Dunhill)
- Internal Control Procedures (Proposed Cllr. Howe, seconded Cllr. Dunhill – minor amendment agreed)
- Internal Audit Policy (Proposed Cllr. Howe, seconded Cllr. Dunhill)
- Members' Allowances Policy (Proposed Cllr. Howe, seconded Cllr. Irwin).

25/55 **Finance**

a) ***Monthly Accounts***

(i) *Payments/Receipts*

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

D Ballantyne – tree work / storm damage	£120.00
JR Robson – bus shelter glass replacement	£470.40 (inc. VAT £78.40)
HAGS – replacement harness	£136.00 (inc. VAT £4.00)
L & R Storage – archive storage	£3.79 (inc. VAT £0.63)
NCC – reimbursement of Clerk's March salary + payroll services	£1,159.24 (inc. VAT £1.67)
GeoXphere Ltd – Parish Online yearly subscription	£60.00 (inc. VAT £10.00)
Neetfleet – playground inspection, additional repairs	£240.00
Catherine Harrison – reimbursement of expenses (Mailchimp subscription, Document shredding, plant)	£32.11 (inc. VAT £5.35)
D Ballantyne – removal of oak tree from bankside above Cartref	£625.00

<u>Standing Orders/Direct Debits:</u>

Nest pension – March pension contribution	£40.83
Neetfleet – monthly handyman payment (March)	£240.00

Monthly bank charges	£6.00

The following receipts were noted:

Northumberland County Council – first instalment of Precept	£26,025.00
Triodos – quarterly interest	£99.09
Unity Trust savings account – quarterly interest	£3.02

(ii) *Budget report*
As this was the beginning of the new financial year it was not necessary to review the budget report. However, the Clerk did circulate a copy of the final budget report for 2024/25. The accounts were ready to be sent to the internal auditor and there would be a full review at the next meeting.

25/56 **General Village Maintenance**

(i) *Handyman* - the Clerk reported that in the previous month the handyman had undertaken the quarterly inspection of the play park and undertaken minor repairs to the equipment, he had repaired a section of fencing, tidied the edible garden and flower beds, cut a hedge and cleared up glass broken from the bus shelter;

(ii) Quarterly Play Park inspection – no new issues had been identified and previous notified repairs had been completed;

(iii) *Fencing in Marchburn woods* – a quote was reviewed for the installation of two sections of fence in Marchburn woods. It was agreed to proceed with the shorter length of fencing required at the far end of the wood (Proposed Cllr. Howe, seconded Cllr. Rutherford). The Clerk was asked to seek either an additional quote for the other length or else discuss other options with the fencer;

ACTION: CLERK

(iv) *Removal of tree above Cartref* – the Clerk reported that the tree surgeon had felled the oak tree above Cartref. The work had not caused any further damage to the bankside and the tree surgeon had been able to winch the trunk and branches from the burn without any problems;

(v) *Bus shelter cleaning* – it was agreed to accept the quote from Baxter's Exterior Cleaning Ltd;

ACTION: CLERK

(vi) *Wood chippings* – the Clerk was authorised to purchase some wood chippings for the edible garden area and for the pathways in the Spinney.

ACTION: CLERK

(vii) *Parking on the football pitch* – Cllr. Dunhill reported that he had observed vehicles parked on the football pitch by the chalets on two occasions and that a section of the fencing appeared to have been removed. The Clerk was asked to write to the chalet owners to remind them this was private land. Once the Sports Club lease was finalised, the intention was for the Parish Council to renew the fence adjoining the land and the Clerk would explore options and costs.

ACTION: CLERK

25/57 **Planning**

Planning applications received and decisions made by Northumberland County Council:

(i) It was reported that the following new planning applications were under consideration:

- 25/01066/FUL – 1 Ford Terrace, Broomhaugh. Creation of roof terrace over 1st floor bathroom. PC- no objection;
- 25/00288/FUL – land near Beauclerc Penelope. Erection of dwelling house with associated landscaping and access. PC – no objection in principle but raised comments/concerns;

- 25/01235/FELTPO – 1 Manor Close. Tree work. PC – no objection.

(ii) It was reported that the following planning applications had been granted permission:

- 24/04261/PRUTPO – Rear of Oaklands. Tree works
- 24/04062/04063/VARYCO – Riding Farm. Variation of conditions – alteration to bat void;
- 25/00299/VARYCO – Greenlea, Millfield Road. Variation of conditions;
- 25/00121/LBC – The Old Post Office, 4 Riding Cottage. Change of use of dining room into kitchen space.

25/58 **Correspondence**

(i) Two emails were received regarding the speed of traffic through the village. Cllr. Irwin continued to raise the matter at the East Tynedale Forum and with officers from the County Council and would share these letters as further evidence of the problem;

(ii) A request for help establishing ownership of trees behind the Millennium Hall was received. The Clerk had checked with records held by the Land Registry and it was unregistered and it would be difficult to prove ownership as it was probably part of an old estate. This meant that as ownership was unknown, the residents would likely be able to undertake any desired tree work but at their own expense.

25/59 **Minor Matters**

(i) *Annual Parish Meeting* – the Clerk confirmed that the annual Parish Meeting would be held on Thursday 15th May. The guest speaker was Helen Somers-Joce, the Community Engagement Officer at Tynedale Hospice. A second speaker was still being sought;

(ii) *E-newsletter feedback / ways to increase subscribers* – Councillors agreed that the E-news format had worked well and ideas were shared for a summer issue. Around a third of the households in Riding Mill had subscribed and ways of increasing the numbers were discussed;

(iii) *Hustings Event feedback* – the Clerk reported positive feedback from a number of residents following the hustings event. The only complaint had been about the sound quality as the speakers hadn't used the microphone. Audience members at the back of the hall had struggled to hear and it was agreed that it was important that all speakers at the annual Parish Meeting should use a microphone. As the Parish Council had decided not to make a financial award to the Village Hall Trust this year, it was suggested instead that it might consider purchasing some lapel microphones for users of the hall and it was agreed that Cllr. Irwin and the Clerk should explore this with the Trust.

ACTION: DI/CLERK

(iv) *WW2 80th Anniversary of VE Day* – Plans for VE Day were noted and it was hoped that one or two residents would help by hanging bunting around both halls.

(v) *Monitoring of wildlife on PC land* – a resident had made a request to monitor wildlife movement on land owned by the parish council adjoining the double tennis courts by installing a small wildlife camera at ground height. A sign would be displayed and the camera would only operate from dusk until dawn. Councillors agreed that the resident could undertake the survey but for three nights only.

25/60 **Date of Future Meeting**

It was agreed that the next meeting of the Parish Council should be held on Monday 12th May 2025.

Meeting closed at 8.22 pm