

BROOMHAUGH & RIDING PARISH COUNCIL

Dear Councillor

I hereby give you notice that the next meeting and the Annual General Meeting of the Parish Council will be held in **CHURCH COTTAGE**, Church Lane, Riding Mill

On Monday 12th May 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. Oliver is unable to attend the meeting but any questions will be forwarded to him by email. Members of the public may put questions to the Council from 7.30-7.45 pm.

Dated: 7th May 2025

Catherine Harrison, Parish Clerk

AGENDA

1. **Councillors to sign Declaration of Acceptance of Office Forms**
Please note: Councillors also need to return the two election expense forms to the Returning Officer despite there being no contested election. They will also need to complete a new Declaration of Disclosable Pecuniary and Other Interest form. The Clerk will circulate the necessary forms and collate their return
2. **Apologies for Absence**
3. **Election of Chair and Vice-Chair**
Chair to sign Declaration of Acceptance of Office for the position.
4. **Declaration of Interests**
To receive: disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
5. **Co-option to the Parish Council**
To consider: the co-option to the Council of Mr Andrew Ayre.
6. **Delegation of responsibilities**
To review and update: the current list of responsibilities delegated to individual councillors (Paper A).
7. **Standing Orders/Financial Regulations/Code of Conduct**
To receive: for review and adoption:
 - Standing Orders (Paper B)
 - Financial Regulations (Paper C)
 - Code of Conduct (Paper D)
8. **Dates of Future Meetings**
To receive: for approval, the future meetings dates of the Council (Paper E).
9. **Minutes**
To resolve: that the minutes of the Council meeting held on 14th April 2025 be signed as a correct record (Paper F).
10. **Matters Arising**
To report: on matters arising from the previous meeting, excluding those included elsewhere on the agenda.
 - (i) *Minute 25/37 – WAN signal.* Update from the Clerk;
 - (ii) *Minute 25/50(iii) – Osbit building work.* Update from the Clerk;
 - (iii) *Minute 25/59(iii) – Lapel microphones.* Update from the Clerk;
11. **County Councillor Report**
Deferred to next meeting.
12. **Recent meetings**
To received: a copy of the minutes from the recent meeting of the East Tynedale Forum (Paper G)
13. **Flood AI Update**
To receive: a project update (Paper H).

14. **Invasive Species Control**
To consider: a request from the Tyne Rivers Trust for a financial contribution towards invasive species management.
15. **Climate Change**
To note: any current issues.
16. **Finance**
 - a) *Annual Governance and Accountability Return for 2024/2025*
 - (i) To receive and note the report from the Internal Auditor, Mrs Margaret Weatherley (Paper li);
 - (ii) To approve: the Annual Governance Statement (Paper lii)
 - (iii) To approve the draft annual accounts for 2024/2025 (Paper liii)
 - (iv) To approve the Accounting Statement and Explanation of Variances (Paper liv)
 - (v) To note: that the Dates for the Exercise of Electors' Rights to view the accounts will be from Tuesday 3rd June until Monday 14th July.
 - b) *Insurance*
 - (i) To note: the insurance premium for 2025/26. NB: the PC signed up to a 3-year agreement – this is the final year of the agreement;
 - (ii) To receive: the yearly request from the Sandy Bank Residents' Association for the PC to make a contribution to the public liability insurance for The Nick;
 - c) *Monthly Accounts*
To receive for approval:
 - (i) a summary of payments for authorisation and the bank reconciliation (Paper Ji);
 - (ii) an overall review of current budget spending (Papers Jii);
 - d) *Bank signatories*
To review and update the bank signatories;
17. **General Village Maintenance**
 - (i) Handyman. To note: the handyman's work in April;
 - (ii) Any other matters.
18. **Planning**
Planning applications received by Northumberland County Council
 - (i) To report: that the following new planning application is under consideration:
 - 25/01377/FUL – The Glebe, Whiteside Bank. Construction of new playmat tennis court with perimeter fence. PC – no objection.
 - (ii) To report: that the following planning application has been granted permission:
 - 25/00637/FUL – 2 Ford Terrace, Broomhaugh. Single storey rear infill extension
19. **Correspondence**
To consider: any correspondence issues not covered elsewhere on the agenda.
20. **Minor Matters**
 - (i) Balsam Bashing – Wednesday 2nd July
21. **Date of Future Meeting**
Monday 9th June.

Correspondence:

Mrs Bull – request for street signs