



Broomhaugh & Riding Parish Council

Minutes of the meeting of the Parish Council held in Church Cottage, Church Lane, on Monday 8th September 2025.

Councillors present:

Cllr. Christine Howe (Chair)
Cllr. Barbara Wood
Cllr. David Irwin

Cllr. Andrew Ayre
Cllr. Lucie Armstrong

In attendance:

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

Cllr. Howe opened the meeting at 7.25 pm.

25/112 Apologies for Absence

Councillors Bridget Jones and Andy Dunhill.

25/113 Notice of Resignation

Cllr. Howe reported that Ellen Rutherford had resigned from the Parish Council due to additional work commitments. Councillors recorded their thanks to her for her assistance and valuable contributions, especially in relation to legal matters.

A Notice of Vacancy was currently displayed and, if no election was requested by parishioners, the vacancy could be filled by co-option after 11th September.

25/114 Declaration of Interests

Cllr. Armstrong declared an interest in Item 5(i) – Junior Football team, as she was involved in setting up the new team.

25/115 Approval of the minutes of the meeting of 14th July 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. Wood).

25/116 Matters Arising

- (i) *Minute 25/101(iii) – Junior football.* Cllr. Armstrong confirmed that junior football practice sessions had begun and there was sufficient interest to field a team in the Northumberland Under 7s league. If more coaches could be found then there was a possibility of other year groups too. The team's first league match would be held on Saturday 20th September to which any interested councillors were invited. Wentworth Grange had kindly agreed to sponsor the

football kit and Cllr. Oliver had funded the new goalposts. The Clerk confirmed that as the County Council could only fund large capital expenditure items, as agreed at the last meeting, the Parish Council had funded the remainder of the costs to start the junior team which included paying for the delivery of the goalposts and some items of equipment;

- (ii) *Minute 25/105 – Apple press event.* The Clerk reported that Cllr. Jones wished to attend a couple of apple press events to gauge exactly what was required and therefore now hoped to organise something next year;
- (iii) *Minute 25/107(vii) – Cricket Club request for funding to replace broken window.* The Clerk reported that the broken window at the pavilion was not covered by the Parish Council's insurance policy as it was considered accidental damage. The Club had organised repair of the window;
- (iv) *Minute 25/110(iii) – Memorial seat dedication.* The Clerk reported that the family had decided not to pursue a seat dedication and instead preferred the idea of planting a fruit tree at the allotments. Options had been shared with the family and a decision awaited.

25/117 County Councillor Report

This item was deferred to October.

25/118 Local Transport Plan 2026-29 / Speed Reduction Measures

- (i) It was noted that the County Council was starting the process of preparing a 3-year Local Transport Plan (2026-2029) and had asked parish councils to submit their priorities. The Clerk gave an update on the outcome of the priorities submitted last year and was pleased to report that the resurfacing of the Slaley Road from the A695 to Beauclerc had been included in the current year's programme. The requests for speed reduction measures in the village, and from the roundabout, had been rejected as average speed tests had indicated that speeding was not currently an issue. The County Council was proposing to hold a briefing event in advance of the LTP deadline and it was agreed the Cllrs. Howe and Ayre would attend. This item would be considered again at the October meeting and the priorities agreed by the deadline of 13th October.

ACTION: CH/AA

- (ii) *Speed of traffic through the village.* Despite the LTP findings, councillors were still concerned about the speed of traffic especially due to the number of concealed entrances and driveways. Cllr. Ayre was liaising with Cllr. Oliver and hoped to hold a meeting with him and highways officers in the village shortly to discuss what options might be possible.

ACTION: AA

25/119 Call for Sites

Cllr. Howe reported that the County Council was starting to prepare a new county-wide Local Plan and was inviting landowners, developers, agents, local residents and other interested parties to submit potential development sites for consideration. She had contacted Forric Homes, the company which held an option on the land at Broomhaugh. They planned to submit the site as part of this exercise but didn't feel that input from the Parish Council was necessary. Galbraiths, which oversaw other areas of land in the village, had also been contacted but their plans were unclear.

25/120 Repairs to the abutments of the weir footbridge

The Clerk reported that the ecological survey of the March Burn had been completed and had not identified any major issues only that the contractor would need to check for white-clawed crayfish before commencing any work. An application to the Flood and Coastal Erosion Risk Management

Team at the County Council could now be made seeking permission to work in the river. This needed to be accompanied by detailed drawings of the repair work which Cllr. Howe would help the Clerk complete. It now seemed unlikely that any work could be undertaken before the end of September and would likely have to wait until spring 2026.

25/121 **Martyn's Law**

Councillors received the SLCC briefing paper outlining the new Terrorism (Protection of Premises) Act 2025 – known as Martyn's Law – which explained that events attended by over 200 people may need additional public protection measures put in place. Whilst most events organised by the Parish Council would not reach this threshold, the Clerk was asked to share the information with the Sports Club.

ACTION: CLERK

25/122 **Fencing of a section of bankside in Marchburn Woods**

An updated quote was received and accepted for work to fence off the area of land closest to the landslip above Cartref (Proposed Cllr. Howe, seconded Cllr. Irwin).

ACTION: CLERK

25/123 **Meetings to attend**

- Town & Parish Council Meeting with the County Council – Hexham Mart, Wednesday 8th October, 6-7.30 pm. Noted, although no one available to attend;
- East Tynedale Forum meeting – Newton & Bywell Community Hall: Tuesday 28th October, 7 pm. The Clerk would circulate the agenda nearer the date of the meeting and an attendee would hopefully be found if the main agenda items had relevance to the Parish Council.

ACTION: CLERK

25/124 **Climate Change**

In advance of the meeting, Cllr. Jones had shared an idea to establish a Riding Mill in Bloom group to help maintain green areas in the village. One of the main aims would be to plant and manage the plots for hotter, drier summers and her suggestion was to start with the area of land by the MUGA court which could be changed to a dry/gravel garden with mini meadow areas. Councillors were happy to support the idea and welcomed Cllr. Jones's initiative.

25/125 **Finance**

(a) *Monthly Accounts*

(i) *Payments/Receipts*

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

D Harkness fencing – safety fence Marchburn Woods	£612.00 (inc. VAT £102.00)
Shotton Waste Services – septic tank emptied, Sports field	£340.00
Land Registry – fee for first registration	£30.00
Northumberland County Council – reimbursement of Clerk's July salary	£1,216.28 (inc. VAT £1.75)
Lambert Taylor Gregory – Land Registry charges	£14.40 (inc. VAT £2.40)
Net World Sports – football equipment	£158.00 (inc. VAT £24.75)
Barriers Direct – safety mirror x 2	£1,227.48 (inc. VAT £204.58)
RM Sports Club – grant to help stage fete	£150.00
Net World Sports – goalposts and line marker	£2,750.00 (inc. VAT £458.33)
Northumberland County Council – reimbursement of Clerk's salary	£1,216.28 (inc. VAT £1.75)
Neetfleet – additional maintenance include graffiti removal/ fence repair	£175.00
David Ballantyne – emergency tree work/ work on Sandy Bank	£570.00
Catherine Harrison – reimbursement of expenses (Mail Chimp subs x 2,	

Google One account yearly subscription, postage)	£45.11 (inc. VAT £6.58)
Powerjet Northeast – graffiti removal	£174.00 (inc. VAT £29.00)

Standing Orders/Direct Debits:

Nest pension – July pension contribution	£40.83
Nest pension – August pension contribution	£40.83
Neetfleet – monthly handyman payment (paid in arrears to cover July)	£310.00
Neetfleet – monthly handyman payment (paid in arrears to cover August)	£310.00
Monthly bank charges – July & August	£12.00
Information Commissioner – Yearly data protection fee	£47.00

The following receipts were noted:

NCC – Reimbursement of ROW maintenance charges	£300.00
Northern Powergrid – wayleaves	£61.05
NCC – MLIS grant from Cllr. Oliver	£2,000.00
Precept – 2 nd instalment	£26,025.00

(ii) *Budget report*

The budget report was received and approved. There were no issues to note. In addition, the Clerk had prepared a paper detailing spending from the reserves, current capital expenditure and additional unforeseen expenditure in 2025/26. She also noted major expenses which the Parish Council should be planning for in future years including repairs to the play park and possible resurfacing of the Old Playground. Councillors agreed that many of the Council's aspirations would only be achievable by securing external grants and fundraising would likely have to start shortly especially if play park repairs were necessary.

b. *Fixed savings account*

The Clerk reported that the Parish Council's one-year fixed rate savings account would mature in the middle of September. Interest rates with Charity Bank were not as competitive as last year and a better rate could be obtained from the Cambridge and Counties Bank which offered accounts for parish councils. On consideration, councillors unanimously agreed to transfer the funds to a new account at the Cambridge and Counties Bank (Proposed: Cllr. Howe, seconded Cllr. Irwin);

ACTION: CLERK

c. *5th bank signatory*

It was unanimously agreed that Cllr. Ayre should become a bank signatory. Current signatories were Cllrs. Howe, Dunhill, Irwin and Armstrong.

ACTION: CLERK

25/126 General Village Maintenance

- (i) *Handyman* – The Clerk reported that the handyman had completed the following tasks in July and August: weeded and tidied planted areas, strimmed footpaths, cut various hedges, removed graffiti from playground surfaces;
- (ii) *Play Park repairs / issues* - The Clerk reported that someone had tripped on the wooden edging at the play park. Due to the very dry conditions the wet pour had shrunk causing gaps between it and the edging. The edging was also starting to break up. Thankfully the person was unhurt but it was agreed that the handyman should replace any broken wooden edging pieces and attempt to close any gaps around the wetpour surface. Councillors also discussed the poor condition of the wetpour path and it was agreed to review other options including whether a self-binding gravel path might be suitable. The Clerk also reported that Playdale

had advised that replacing just one support post on the junior swing could cause issues and that with the age of the equipment it would be better to replace the whole structure for which the Clerk had obtained a price. Additional quotes would now be sought. Councillors were aware that other pieces of equipment were showing similar signs of wear and it was agreed that Cllrs. Wood and Armstrong together with the Clerk would look at other replacement options;

ACTION: CLERK/HANDYMAN/BW/LA

- (iii) *Graffiti* – The Clerk reported that, where possible, all graffiti had been removed. The marks on the wetpour were not easily cleaned and the advice was to paint over it which she would ask the handyman to do. The police had been informed and local neighbours contacted but no one had noticed any suspicious activity in the play park or the woods;

ACTION: CLERK/HANDYMAN

- (iv) *Allotment wall repairs* – The Clerk had obtained a price for the possible repointing of another section of the allotment walls. As funds were limited this year, it was agreed that the work was not a priority although the Clerk was asked to contact Northern Gas Networks to see if they might fund the repairs;

ACTION: CLERK

- (v) *Safety mirrors* – The Clerk reported that the two safety mirrors had been purchased and the handyman would install them shortly;

ACTION: HANDYMAN

- (vi) *Trees* – The Clerk confirmed that the tree survey was underway and the report would be available shortly. She also reported that a large ash tree had fallen in Marchburn Woods blocking the circular path and she had instructed the tree surgeon to remove it.

25/127 Planning

Planning applications received and decisions made by Northumberland County Council:

- (i) It was reported that the following new planning applications were under consideration:
- 25/02912/LBC – 3 Hollin Hill Terrace. LBC to undertake like for like repairs to roof, repointing work to chimneys and front of house. PC – no objection;
 - 25/02895/FUL & 25/02896/LBC – 6 Hollin Hill Terrace. Demolition of existing single garage and erection of double garage. PC – no objection;
 - 25/02805/FELTPO – Wentworth Grange. Tree work (1 x fell, 2 x crown lift). PC – no objection;
 - 25/03061/LBC – 2 Hollin Hill Terrace. LBC to create opening between kitchen and dining room. PC – no objection;
- (ii) It was reported that the following planning applications had been granted permission:
- 25/01912/LBC & 25/01913/LBC – 6 Hollin Hill Terrace. Internal works;
 - 25/01672/FUL – Kingmead, Sandy Bank. New summerhouse;
- (iii) It was reported that an appeal had been made to the Planning Inspectorate after refusal of the following planning application:
- 25/01066/FUL – 1 Ford Terrace, Broomhaugh. Creation of a roof terrace.

25/128 Correspondence

- (i) *Football field*. In the pre-meeting discussion, a resident raised a query regarding the state of the football field due to it being used for parking by both the cricketers and by contractors working at Osbit. The Parish Council was aware and would monitor the field and it certainly was the intention to ensure that it was returned to a playing surface once the building work at Osbit had been completed.

ACTION: CLERK

- (ii) *Parking Notices.* A resident had written to complain that someone visiting her had been issued with what appeared to be a parking ticket but that on investigation it was a homemade sign stuck to the windscreen. Although not the jurisdiction of the Parish Council, it was agreed that a request would be made in the newsletter asking residents not to take matters into their own hands and if there was indeed a parking problem to notify the authorities in the appropriate manner.

ACTION: CLERK

25/129 Minor Matters

- (i) *E-Newsletter.* It was noted that Cllr. Jones and the Clerk would begin working on the autumn newsletter shortly and it was agreed that short biographies would be included for Cllrs. Irwin and Dunhill;
- (ii) *Village Shop.* Councillors noted the sad death of Frank Turner and a brief discussion was held on what the future might be of the old shop building.

25/130 Date of Future Meeting

It was agreed that the next meeting of the Parish Council would be held on Monday 13th October 2025.

25/131 Confidential Matters: Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item:

1. The Clerk's yearly appraisal and to consider whether to approve a yearly pay award.

Public meeting closed at 8.40 pm.