**Heddon on the Wall Parish Council**

Minutes of the Heddon on the Wall Parish Council Meeting

On **Wednesday 12th April 2017 @ 7.00pm** in Heddon Library

 *.*Louise Pringle

 Clerk to the Council

# AGENDA

1. **PRESENT & APOLOGIES FOR ABSENCE -**  Present **:** Mrs Gardner-Medwin (chair), Mr Adams, , Mr Armstrong, Mr Young, Mrs Thompson, Mr Tailford, Mr Stewart, Mr Iley, Clerk (Mrs Pringle). Apologies Councillor Jackson, Mrs Cruickshank.
2. **DECLARATIONS OF INTEREST -** None
3. **MINUTES OF THE MEETING HELD ON 8th March 2017 –** The minutes were signed subject to two errata being rectified. The person who attended the meeting was a local business owner not a local resident and there was a repeat in wording in one section.

Erratum to minutes Dec 16, Jan 17, Feb 17. The minutes did not show that Mr Iley attended those meetings and it was agreed that he did attend.

1. **MATTERS ARISING FROM THE MINUTES**

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| L Pringle | Add library roof to outdoor maintenance plan | **Completed** |
| A Gardner -Medwin | To investigate all day parking on Taberna close by bus users. | **Completed** |
| L Pringle | Send out candidate nomination forms to all councillors | **Completed** |
| K Pearson | To ensure all business centre rents are paid monthly. | **Ongoing** |
| L Pringle | Price for felling a laurel in the memorial park | **Completed** |
| L Pringle | Tree surgeon to look at allotment tree | **Completed** |
| A Gardner -Medwin | To mail resident regarding school planning | **Completed** |
| L Pringle | Arrange for electricity connection sports field | **Ongoing** |
| A Gardner-Medwin | Ask County to authorise position Planning and orientation boards | **Ongoing** |
| L Pringle | Price for pruning trees in the Shopping area | **Completed** |
| R Adams | Gorse Hill recommendations | **Re-table** |
| R Adams  | To speak to Changing rooms contractor | **Completed** |
| R Young | Allotments water issue | **Ongoing** |
| R Young | Weeds Welfare Field | **Ongoing** |
| A Gardner -Medwin | To contact school governors regarding their meeting invitation. | **Completed** |
| M Iley/L Pringle | Answer airport complaints and put up notice | **Completed** |
| I Armstrong | Plan for Butterfly garden | **Ongoing** |

It was decided to send a letter to businesses in the library not paying rent monthly.

The tree surgeon has inspected the tree at the allotments which even though it is growing vigorously has a hole in the trunk. He said it was no immediate danger, so it was decided to look at it again later in the year. It was agreed to go ahead with the pruning of trees in the shopping area and the tree damaging the wall in the memorial park.

Butterfly garden – It was decided to cut the grass regularly and to get a sign regarding dog fouling in the area then to look at getting a group together to clean up the dragon fly and stepping stones.

1. **COUNTY COUNCIL UPDATE –** No update this month
2. **FINANCE**

The monthly finances were agreed and seconded.

Concerns with the Cooperative Bank – The clerk raised concerns about the safety of our money in the Co-operative bank. It was decided to contact NALC to see if they had any recommendations as to which bank to use

Bank mandate for signatories – Two of the signatories are standing down at this election. It was decided to leave this for the time being as we would probably be opening a new account.

BDO audit – Papers arrived, internal audit done with no recommendations for the PC.

ILCA Course – It was agreed that the clerk should do this course.

Library gas contract/service agent/grass cutting – It was agreed to get some other prices for the gas rather than just go with the broker. Some ideas were put forward for gas servicing. A resident has offered to cut the grass in front of the library, many thanks to him.

1. **PLANNING**

**Applications**

17/00940/COU Change of use from cricket pavilion to provide bedroom accommodation. Close House Estate, NE15 OHT

17/01077/FUL | Refurbishment of lodge to provide annex accommodation to Close House, including replacing patio doors with 2 new windows with sash box frame windows | The Lodge Close House

Estate Heddon on the Wall Newcastle upon Tyne Northumberland NE15 0HT

17/01078/LBC | Listed building consent for refurbishment of lodge to provide annex accommodation to Close House, including replacing patio doors with 2 new windows with sash box frame windows | The Lodge Close House Estate Heddon On The Wall Newcastle Upon Tyne Northumberland NE15 0HT

No objections to these applications.

 **Granted**

16/04143/PRUTPO tree pruning. 20 Killiebriggs

17/00220/FUL – Construction of ground floor extension to rear of property. 11A Station Road, NE15 0DY

**Withdrawn**

Vicarage notice Board

2 keepers Cottages

1. **MEMORIAL PARK**

Quotes for work – it was decided to go with the quote from the stone masons in Ovingham

Application for permit to NCC conservation Officer, clerk to apply.

Application for funding – This has been sent in to the War Memorial Commission.

Tree felling - agreed

1. **LOCAL ELECTIONS**

U0pdate on info received – declarations of interest. Acceptance of position forms were signed and witnessed by the clerk, declarations were given out to be handed back to the clerk. Expenses forms need to be filled in even if there is a nil expense

Electors meeting date/time – This will be held on Wednesday May 10th at 19.00 in the library. The Annual general meeting of the parish Council will be held before this at 18.30.

1. **COMMUNITY PRIORITIES**

Notice for Taberna Close Parking. It was decided to re-table this for June.

1. **SPORTS FIELD CHANGING ROOMS**

Progress report – very little progress to report even though the weather has been quite good for the roofing. Waiting for the electric meter to be installed.

External finishing for decision – A quote was shown to the council for finishing the roof of the changing rooms which has been at a standstill for months with the current contractor. The council voted to terminate their agreement with the current contractor and get the new one to finish the roof. This will be done wk. com 1st May.

Authorisation for internal works Sports Field – it was proposed seconded and agreed that any decision can be made by the finance committee when the quotes come in.

It was agreed to ask Margaret Selman to open the changing rooms when the time comes.

1. **HADRIANS WALL SIGNS**

Progress report – the mock-ups of the signs were shown to the council. Wording need to be changed on one sign as it was unclear.

1. **AIRPORT CONSULTATIVE COMMITEE**

Meeting Update – still on track for the automated take off procedure to go live 27th April. There is a new arrival and approach consultation going on until 2nd June. This is to look at changing the current beacon system to a satellite system so that the airport can pick up planes earlier on their approach. Mr Iley has been asked to join a sub-committee for this project. It was decided to agree to this system in the consultation as it does not impact Heddon. It was proposed, seconded and agreed that Mr. Iley remain the council’s representative on the Consultative Committees and report back to the council after he stands down as councillor.

Correspondence 9 – A resident is looking for information and a document received by the council in 2013. The council do not think they received a document from the airport, it is not in previous minutes and is not held in back files so this info cannot be provided.

1. **COMMUNITY SPEED WATCH**

Progress report – 3 residents of Heddon and two from Wylam have now been trained and are waiting to go for their first session with a Police Officer in attendance to help.

1. **CORRESPONDENCE**

Several issues were not discussed due to time constraints.

Email: resident defibrillator - The council decide that as defibrillators had already been voted against last year they would stick by their previous decision not to provide a defibrillator. However if the resident wished to look at this independently then they would be in favour. Chairman to write to the resident to tell him our decision.

1. Phone: Resident – Tree 22 Heddon Banks – The roots of the tree will grow no bigger than the top and should therefore cause no problem to the foundation of the house.
2. Email: East Tynedale Forum, Wed 19– Not discussed clerk to attend.
3. Email: website stats – Not discussed
4. Email: I Northumberland - Internet info – Not discussed
5. Post: Houses of parliament – Parliament week 13th nov – Not discussed
6. Phone: Resident- slurry pollution Rudchester – Resident advised to contact environmental health.
7. In person: Resident Graffiti Welfare Field – Successfully removed.
8. Email: NALC - Statutory notices – Not discussed
9. Email: Resident ­Airport consultation document 2013 - see point 13
10. Email: Heddon common signs – Deferred to next meeting

Thanks for exceptional service were given to Mr. Iley and Mr. Tailford who both decided not to stand for another term.

The meeting closed at 21.00

12/04/2017 Maintenance M Hadden 1214 £137.99

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| L Pringle | Arrange grass cutting Butterfly Garden |  |
| I Armstrong | Notice in June Gossip re butterfly garden |  |
| L Pringle | Sign for butterfly garden |  |
| K Pearson | To ensure all business centre rents are paid monthly. | **Ongoing** |
| L Pringle | Organise tree pruning Taberna Close/Memorial Park |  |
| L Pringle | Contact NALC regarding bank account |  |
| I Armstrong | To speak to Mrs Selman |  |
| L Pringle | Arrange for electricity connection sports field | **Ongoing** |
| A Gardner-Medwin | Ask County to authorise position Planning and orientation boards | **Ongoing** |
| L Pringle | Check planning for wooden building Rudchester crossroads. |  |
| K Pearson | Get prices for gas contract |  |
| K Pearson | Organise a new gas servicing agent |  |
| R Young | Allotments water issue | **Ongoing** |
| R Young | Weeds Welfare Field | **Ongoing** |
| A Gardner -Medwin | To write to the changing rooms contractor to terminate the agreement. |  |
| L Pringle | To contact resident regarding the airport |  |
| L Pringle | To contact resident regarding tree Heddon Banks |  |
| L Pringle  | Send in conservation planning application M Park |  |
| L Pringle | Accept quote for memorial Park stone masonry |  |
| L Pringle | To send out election expenses forms |  |
| A Gardner Medwin | To contact resident re defibrillator |  |
| I Armstrong | Plan for Butterfly garden | **Ongoing** |