**Heddon on the Wall Parish Council**

Minutes of the meeting of the Heddon on the Wall Parish Council

On **Wednesday 13th December 2017 @ 7.00pm** in Heddon Library

 *.*Louise Pringle

 Clerk to the Council

Kerry Shaw discussed her new project on Heritage at risk on the Roman Wall.

AGENDA

1. **PRESENT & APOLOGIES FOR ABSENCE** Present **:** Mrs Gardner-Medwin (chairman), Mrs Thompson, Mrs Cruickshank, Mr Pyle, Mr Adams , Clerk (Mrs Pringle). Apologies, Mr Armstrong, Mr Young, Councillor Jackson. Mr Avery arrived at 7.30 and Mr Stewart left at 8.30.
2. **DECLARATIONS OF INTEREST –** Mr Avery: trees in Welfare Field
3. **MINUTES OF THE MEETING HELD ON 08th November 2017 –** Minutes were agreed and signed off
4. **MATTERS ARISING FROM THE MINUTES**

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| **Owner** | **Action** | **Status** |
| R Adams | To advertise bridle path in the gossip | **Completed** |
| I Armstrong | Organise cutting for Butterfly Garden and volunteers | **Ongoing** |
| R Young | To cut brush butterfly farm | **Ongoing** |
| L Pringle | To send planning conditions to Ian Station Road | **Completed** |
| K Pearson/L Pringle | Go ahead with traffic signs | **Ongoing** |
| L Pringle | Arrange new signatories for bank account | **Ongoing** |
| L Pringle | To contact airport re public meetings | **Completed** |
| G Pyle | To pass on parking complaint to the Methodist church | **Completed** |
| L Pringle | To get tree surgeon to check trees library and Taberna Close | **Completed** |
| R Young | Price for fencing – sports field | **Ongoing** |
| P Jackson | To investigate possibility of pedestrian crossing | **Ongoing** |
| P Jackson | To organise removal of the public phone sign | **Completed** |
| P Jackson | Contact highways regarding parking Taberna Close | **Ongoing** |
| R Young | Check plank sizes for Gorse Hill Seat | **Completed** |
| R Adams | Find key fob for changing rooms | **Ongoing** |
| K Pearson | Price for finishing items at the changing rooms | **Completed** |
| R Adams | Varnish benches in changing rooms with dark varnish | **Ongoing** |
| A Gardner Medwin | Speak to school regarding gate into Welfare Field and hedge between fence and wall | **Completed** |
| A Gardner-Medwin | To complain to NCC regarding gas board | **Completed** |
| A Gardner-Medwin | To check process for complaining about builders mess. | **Completed** |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| A Gardner-Medwin | To check regarding bin Station Road | **Ongoing** |
| I Armstrong | To resolve library issue | **Ongoing** |
| A Gardner-Medwin | Put speed watch report in next gossip  | **Completed** |
| L Pringle | Organise donations to CAN and rainbows | **Completed** |

An extra plank will be ordered to complete Gorse Hill seat.

The clearance of the Butterfly Garden has been ordered and should be done over the next few months.

Welfare Field. The school staff are happy for the Parish Council to look after the hawthorn hedge. A member of staff is to look at the exit to Hexham Road and the safety barrier there.

Any complaints regarding mess left by private builders needs to be made to the county Council and accompanied by dates and photo evidence.

A meeting will be held with the County council in January to resolve library issues.

The new white lines between Taberna Close and Towne Gate were discussed and it was decided to complain about them to the County Council.

It was decided that graffiti removal would be done by the councillors.

Concerns were brought up regarding how dangerous the slope to the library was when icy, so it was decided to request a grit bin from the County Council

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

Sign off of Nov/Dec accounts – accounts agreed and signed off

Budget – The budget was agreed for 2018/19 with no increase from last year. It was agreed to include a line for tree surgery as this has been costing a significant amount this year and last.

Financial regulations sign off – it was agreed to adopt the financial regulations

1. **PLANNING**

**Applications**

17/03949/LBC Heddon Hall, to replace sliding sash windows upstairs, like for like.

17/03783/CLPROP | Certificate of Lawful Proposed Development for proposed detached garage. | 6 Trajan Walk Heddon on The Wall Newcastle Upon Tyne Northumberland NE15 Concerns were raised by Mrs Cruickshank but due to the type of permission sought the Council could not object.

**Applications Granted**

17/03293/FUL West End View, retrospective proposed stables

17/01668/FUL Land south of Houghton farm equestrian centre, new stable block and feed store

17/03047/FUL Halls of Heddon, Change of use and refurbishment of out buildings to A3 coffee shop

17/03105/FUL 15 Valerian Ave, bedroom extension above garage and rear kitchen dining extension.

1. **TRAFFIC CALMING**

Flashing speed signs - County Council proposal – the county are proposing to put together a procedure for procuring these signs with all costs being borne by the Parish Councils. There was concern that this could take up to a year to go through. It was therefore decided to carry on with procurement of signs ourselves to allow for quicker deployment but not take the long term warranty yet and take advantage of a council contract if this comes up.

Costings – Cost is the same from both companies so it was decided to go forward with Unipart Doorman who have been the most responsive and already have signs in the surrounding villages.

1. **SPORTS FIELD CHANGING ROOMS**

Authorisation new tenancy agreement – The landlord and the Council are now both in agreement regarding the tenancy agreement a meeting will be called to sign off

Rental Heddon Juniors football – As the Heddon Juniors have lost their under seven team it was agreed to lower the rent to £340 per month.

A quote was shown to the council to extend the carpark for £2400. This will be considered at the next meeting.

Benches M Selman – when the Car park is finished benches will be ordered

Footpaths – It has been agreed with the County Council to put up footpath signs on the bridle paths to Selman Park, costings to be sought. It was decided not to put up a large sign advertising Selman Park on the slip road at the bottom of the East Heddon Road.

Concern was raised regarding the first passing place up the hill from the Slip Road on the East Heddon Road. The County have been and filled in pot holes except on these two passing places which are the most used. This problem to be reported to the County Council.

It was agreed to buy a comprehensive footpaths map to be kept at the library for reference.

1. **WELFARE FIELD**

Fence on the east side of the field. – Concerns were raised regarding the safety of the fence on the East side of the Welfare Field, so it was decided to have this part taken down as soon as possible. The rest will be done with the tree pruning.

Tree line pruning east side. – All councillors to go and see this problem for discussion at the next meeting.

Copse pruning – it was agreed to leave this until decisions have been made regarding the fence.

Registration with land registry – It was agreed to start registry for the Welfare Field and the Memorial Park and check status of the land opposite the Roman Wall, the Gorse Hill and a small part of the common.

1. **HORSE CHESTNUT TREES**

Taberna Close – Tree surgeon recommends felling this tree due to disease and the Council agreed to go ahead. The clerk will arrange letters to residents etc. as Mithras Gardens will have to be closed for several hours.

Library – This horse chestnut is also diseased but not as advanced as the other one. The tree surgeon recommends leaving it alone for the time being.

1. **HEXHAM ROAD**

Kerb lowering – It was agreed to ask the County Council to put in drop kerbs on either side of the road going into the Tuns car park to allow disabled access to the bus stop and the Three Tuns

Barrier in front of Welfare field – It was agreed to ask the County Council to consider what might be done to ensure the safety of children leaving towards Hexham Road.

**NALC PROJECT**

Orientation boards – It was agreed to send NALC for their website a report about our orientation boards project.

1. **PARISH COUNCILLORS RESPOSIBILITIES**

It was agreed that all articles would go to the Chairman to be made into one PC article for the Heddon Gossip

1. **CORRESPONDENCE**
2. Email: NCC Core strategy – new core strategy documentation starting to come out.
3. Email: Resident Remembrance service –A complaint about organisation of the Remembrnce Service had been received by the Clerk. As we do not organise the service a letter will be sent to the PCC secretary suggesting that they advertise it.
4. Email: Donation Sport Tynedale - agreed donation of £30
5. Email: Donation NTC – no donation
6. Email: Resident Email group and Welfare field – see section 10 re Welfare Field. It was decided that the Parish Council could not be involved with any email group due to new data protection laws.
7. Playground report – no major concerns

Meeting closed at 20.50



13/12/2017 Plants (S Malkin) £32.96

13/12/2017 Graffitti removal (D Irving) £35.00

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| **Owner** | **Action** | **Status** |
| L Pringle | Add tree maintenance to budget |  |
| I Armstrong | Organise cutting for Butterfly Garden and volunteers | **Ongoing** |
| K Pearson | Order flashing road signs |  |
| L Pringle | Speak to highways re white lines Taberna Close |  |
| K Pearson/L Pringle | Go ahead with traffic signs | **Ongoing** |
| L Pringle | Arrange new signatories for bank account | **Ongoing** |
| L Pringle | Financial regs copy website and to all councillors |  |
| K Pearson | Price for 5 green fingerpost signs |  |
| L Pringle | Report passing places East Heddon |  |
| R Young | Price for fencing – sports field | **Ongoing** |
| P Jackson | To investigate possibility of pedestrian crossing | **Ongoing** |
| P Jackson | Contact highways regarding parking Taberna Close | **Ongoing** |
| K Pearson | Order extra plank for Gorse Hill Seat |  |
| R Adams | Find key fob for changing rooms | **Ongoing** |
| K Pearson | Request grit bin from the county |  |
| R Adams | Varnish benches in changing rooms with dark varnish | **Ongoing** |
| A Gardner Medwin | Organise a meeting to sign off Selman park agreement |  |
| ALL | Inspect fence/trees an east of Welfare Field |  |
| A Gardner-Medwin | To send in case study to NALC |  |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| A Gardner-Medwin | To check regarding bin Station Road | **Ongoing** |
| I Armstrong | To resolve library issue |  |
| A Gardner-Medwin | Contact PCC secretary re remembrance service |  |
| A Gardner-Medwin | Write to resident re Welfare Field and email group |  |
| A Gardner-Medwin | To request drop kerbs Three Tuns |  |
| L Pringle | Price for moving of the barrier at Welfare Field gate |  |
| L Pringle | Buy footpaths map |  |
| L Pringle | Arrange tree cutting Taberna Close |  |
| L Pringle | Start land registry |  |
| R Young | To contact scrap man re fence Welfare Field |  |
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