**Heddon on the Wall Parish Council**

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

On **Wednesday 12th December 2018 @ 7.00pm** in Heddon Library

 *.*Louise Pringle

 Clerk to the Council

Resident to discuss Memorial Park pruning and improvements. He is currently unhappy with the way the park is being pruned and was unhappy about the mail the Parish Council sent to him in response. He feels that the park is not as tidy as it has been in the past and would like to see a plan put in place to improve it in time for the centenary of the setting out of the park. He brought several pictures of the park one in 2016 where the shrubs were pruned to about 4ft high showing more what he would like to see. (See section 11)

1. **PRESENT & APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF THE MEETING HELD ON Wed Nov 14th 2018** and signing of the amended minutes from October 2018 and the Finance committee meeting on 5th December
4. **MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA**

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| --- | --- | --- |
| **Owner** | **Action** | **Status** |
| L Pringle | Letters for library payment terms | **Completed** |
| R Young | Ramp Taberna Close | **Ongoing** |
| A Gardner Medwin | Village survey | **Ongoing** |
| L Pringle | To find out who the community policeman is | **Ongoing** |

**JS to measure and get ref number of flashing sign.** Ongoing

**JS to get a copy of the survey from Wylam.** Completed

**AA to send planning feedback to AGM who will send overall feedback for local plan. O**ngoing, more feedback was given

**LP to send letter hedge Mithras** . Completed

**AGM to thank Mr Hall, and Mr Charlton for helping repair flower bed wall.** Completed

**LP to organise tree cutting with Halls of Heddon** **and tree surgeon.** Ongoing LP to write to residents and Allotment owners regarding Road closure on the lane up to Halls of Heddon on Monday 14th January and put up a notice on the boards. LP to check with Tree surgeon re left over wood and put him in touch with maintenance.

**LP – to report bus stop sign in front of Roman Wall.** Completed

**AGM to request gully cleaning notice from the County Council.** This actually comes under two different departments at the County one to keep the tops and roadsides tidy and one to clean out the drains, it was agreed that notice could be given so residents could move cars. **LP to liaise with County re gulley procedure.**

**LP to organise donation for Branches. C**ompleted

**AGM to contact resident, JS to pass info on to Heddon Branches. Completed**

**AGM to contact English Heritage re War Memorial.** Completed, County advised non-invasive cleaning with soapy water and brush followed by patination oil for the lettering. **AGM to** **arrange cleaning of the cross**

**LP to report to County Council knotweed.** Completed County will be checking this soon. However the County only has a responsibility to ensure that it does not invade other people’s land and currently the weed is not close to any boundaries.

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

Sign off Nov/Dec Accounts – Accounts agreed

Official Notice re Councillor Armstrong’s leaving- it was agreed to publicise this.

**LP to put up this notice as soon as possible and officially inform the County re C. Armstrong** Additional grass cutting £645.38 for decision – it was agreed to go with this as has been done in previous years. **LP to contact County re grass cutting.**

ADT price approved – ADT agreed to match the price of the quote from the new company saving the Parish Council approx. £400 a year in security fees.

Allotment payments – The council unanimously agreed that the allotment fees for 2019/20 and onwards should be paid in one instalment in April only **LP to inform the allotment holders**

Blocked toilet Selman Park – This was fixed no further action to be taken.

1. **BUDGET**

Finance committee meeting review – Minutes were read through to the councillors who agreed that they should be applied to the budget.

Budget Overview – Budget will be confirmed at next meeting

1. **PLANNING**

**Applications**

18/04151/FUL 8 Valerian Ave Front extension – No objections

**Applications Granted**

18/03413/FUL The Witchery Birk Road NE15 0HF Proposed double story extension to rear

1. 18/03503/PRUTPO Rear of 46 Trajan Walk T1 oak pollard to 5m on both stems
2. **AIRPORT LETTERS**

A resident gave an overview of their issues with aircraft.Several letters have been received from residents and members of ANAG regarding the following issues which were debated by the council.

1. Use of the Data Protection Act. – The council agreed that they had incorrectly quoted the data protection act in not disclosing the name of the ACC representative which had already been disclosed before the Parish Council adopted the data protection act in 2018. It was decided if at any time there was another ACC representative then their details would not be disclosed unless they wished them to be so.

2. How the Parish Council is represented on the Airport Consultative Committee. - The ACC regulations do not require a local representative to be a councillor. A Parish Council may elect anybody it chooses to attend the ACC meetings and report back to the Parish Council. The current representative is an experienced member of the committee who has served well on the ACC since 2004. The Parish Council is happy to support him continuing in his current role.

3. Policy on flights over Heddon - The parish council must remain un-biased and support the views of all of the residents of the Parish of Heddon on the Wall. Since all the flight paths currently suggested would affect different people in the Parish we are unable to specifically support any particular route. We can and do work with the ACC and the airport towards helping lower aircraft noise, and are happy to facilitate communication with any groups and the airport working towards this end.

4. FOI documentation - Documentation has been requested from 2013/14 and 2003/2004 documentation has already been provided for 2013/2014 but there was very little in the Parish Council archives everything that mentions the airport has been passed on and even though there has been another search no extra info has come to light. The clerk also discussed this with the ACC rep he has no other info either. All that we have has been sent.

**LP to send FOI documentation**

**AGM to answer letters**

1. **NEIGHBOURHOOD ISSUES**

Memorial Park – resident’s suggestions. The council agreed to discuss this at the next meeting with a view to getting together a long term plan which might include getting rid of the Leylandii.

Holly tree pruning Memorial Park – prunings to be used for decorating the churches for Christmas. This was authorised by the Council.

**AGM to organise holly tree pruning**

30 mph speed sign – No update as Councillor Stewart was unable to attend the meeting.

School safety speed limits and carpark lines Mithras/Taberna A email has been received from the County Council to state that the 20mph restrictions on the Bainbridge Estate, flashing signs on Hexham Road and the 40mph restriction from Houghton to Heddon will be started early in the New Year with a view to be finished by April. They have also authorised Taberna Close and Mithras Gardens to be marked out as official car parks . However the length of stay is unacceptable to the Parish Council

**AGM to contact businesses and residents of Taberna Close for their views on length of stay before contacting the County Council.**

**LP to send County Council email to AGM**

Proposed bus shelter Hexham Road – The consensus of the professional people who have looked at this is that the pavement is too narrow but as the road is so wide it may be possible to widen the pavement.

**AGM to arrange meeting with Highways road engineer.**

Parish calendar - Mr Adams has done a first stab at the Parish Calendar .

**LP to put on notice boards and website and contact Albemarle barracks to see if they want to display it.**

Parish Diary – It was decided that this was the same as the calendar.

1. **HEDDON BRANCHES**

Phase 2 permission - the charity team have asked for tacit permission to look at the following items to improve Taberna Close and the section around the Centurion Carving and come back to the Parish Council with practical solutions.

Provision of hard standing to allow access to the carving/Soft landscaping around the base to provide a psychological barrier while allowing full visibility. – The council did not understand what was required here.

**JS to arrange further info from Branches**

Provision of story boards and signage – These would have to be in keeping and match the other boards in the village. Contact details can be given for these people.

Direct access from the pathway from Heddon Banks – There were several concerns about this but in general the council felt it would be alright to explore this option.

1. **CORRESPONDENCE**

Email: Resident – problems with potholes and gutters on Station Road. The Parish Council agreed to support the residents’ issues with the County Council

**AGM to report to County Council, LP to report a hole in the pavement outside Carters Cottages which fills up with water when it rains.**

Email: NCC – Wylam Bridge closed 12/01

**LP to put on notice boards**

Post: Tynedale Hospice Donation – It was decided to donate £30 to the hospice.

**LP to organise donation**

1. **EXCLUSION OF PRESS AND PUBLIC - COUNCIL MEMBERS ARE INVITED TO CONSIDER PASSING THE FOLLOWING RESOLUTION:**

***‘That under Section 100A (4) of the Local Government act 1972, the press and public be excluded from the meeting during the disclosure of the following items on the agenda as they involve the likely disclosure of exempt information as defined in Part 1 of schedule 12A in the 1972 Act as indicated below.’***

Issues concerning: Councillors Duties/personnel

It was decided that Mr Pyle would be the council liaison with the library.

Mr Pyle would also look at making some suggestions regarding changes to the Standing orders to clarify the procedure when a councillor leaves.

The meeting closed at 21.00

