



Heddon-on-the-Wall Parish Council

NOTICE OF PARISH COUNCIL MEETING

A meeting of the above-named parish council will be held in Heddon Community Library & Business Centre, Towne Gate, Heddon-on-the-Wall, NE15 0EJ, commencing at **7p.m.** on

Wednesday 13th December 2023

All members of the Parish Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder. Members of the public and press are welcome to attend.

Di Keller
Chair

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence and approve reasons for non-attendance

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

To receive any declarations of interests in any item on the agenda and to consider any requests for dispensation from any member who has a Disclosable Pecuniary Interest (DPI)

3. NORTHUMBERLAND COUNTY COUNCIL

To consider any matters relating to Northumberland County Council (NCC)

4. MINUTES OF PREVIOUS MEETING

To approve as a correct record and authorise the signing of the minutes of the previous meeting held on Wednesday 8th November 2023

5. MATTERS ARISING & REVIEW OF ACTIONS

To consider any matters arising from the above minutes (if not covered on the agenda) and to review agreed actions from the previous meeting

6. KNOTT HALL REPAIRS

To discuss repairs required to the Knott Hall following Storm Arwen in 2021

7. POTENTIAL BREACHES OF PLANNING

To define and agree the approach to dealing with alleged breaches of planning identified by either councillors or residents

8. FINANCIAL MATTERS

- a) To approve payment of invoices presented at the meeting
- b) To consider any applications for grants or donations received at least 3 days before the meeting
- c) External Audit – to discuss the preliminary findings from Mazares and to discuss additional protocols needed and how information is shared with the parish
- d) Budget / Precept setting – to discuss information to include in the 2024 / 2025 budget
- e) To discuss offices 1 and 2 and any further action needed
- f) PA System – to discuss the possible purchase of a PA system by the Parish Council

9. MAINTAINING OUR VILLAGE FOR ALL

To consider any matters relating to maintenance, repairs, and assets management

Asset Officer Report – to consider any matters arising from the Asset Officer report

Allotments – to discuss the quotes and options in relation to the water tank and provision at the allotments. To have a plan of action to discuss with allotment holders.

10. IMPROVING OUR VILLAGE FOR ALL

To consider any matters relating to improvements, projects, and activities

11. NORTHUMBERLAND OPEN SPACES ASSESSMENT – PARISH COUNCIL RESPONSES

To review the Open Space Assessment document and prepare responses for submission.

12. REPORTS

To receive a report on any meetings attended on behalf of the Parish Council

13. PLANNING APPLICATIONS

To consider consultations referred by Planning Applications Committee as may require comment.

14. CORRESPONDENCE

To consider such correspondence received as may require action

15. PROJECT DEVELOPMENT

To discuss the project checklist and agree an approach to project development and project sub groups for Heddon Parish Council

Strategic Business Plan – To discuss and review the Strategic Business Plan

16. ANY OTHER BUSINESS

To consider any other business which the Chair considers to be urgent

17. NEXT MEETING

To confirm the date of the next ordinary parish council meeting: Wednesday 10th January 2024