**Heddon on the Wall Parish Council**

The minutes of the Heddon-on-the-Wall Parish Council meeting,

Held on 13th April 2016 at 7.00pm in Heddon Library

1. **PRESENT & APOLOGIES FOR ABSENCE**Present: Mrs Gardner-Medwin (chair), Mr Armstrong, Mr Adams, Mrs Cruickshank, Mr Iley, Mr Tailford, Mrs Thompson, Mr Stewart, Mr Young, Clerk (Mrs Pringle).

Sue Barras – resident, attended the meeting

1. **DECLARATIONS OF INTEREST**None.
2. **MINUTES OF THE MEETING HELD ON 09th March 2016**The minutes were approved and signed by the Chair.
3. **MATTERS ARISING FROM THE MINUTES**

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| **Owner** | **Action** | **Status** |
| L Pringle | Formal complaint to NCC re. Unauthorised use of agricultural buildings. | **Ongoing** |
| L Pringle | Request dog fouling posters from NCC | **Completed** |
| R Young | Repair surface under swings in Welfare Field | **Deferred May** |
| L Pringle/A Gardner Medwin | Prepare Gossip article | **Completed** |
| I Armstrong | Organise Library Business Centre Committee | **Deferred June** |
| L Pringle | Close Sports Field account | **Ongoing** |
| L Pringle | Check insurance re grass cutting | **Completed** |
| L Pringle | Organise First Aid course with St. Johns Ambulance | **Completed** |
| I Armstrong | Authorisation to cut conifers | **Completed** |
| L Pringle | Speak to Mr.Haddon | **Ongoing** |
| R Young | Source new planter for bus stop, arrange removal of old one. | **Completed** |
| A Gardner Medwin | Check availability and cost of grass cutter | **Completed** |
| L Pringle | Prepare posters and distribute energy monitors | **Completed** |
| R Adams | Prepare easy instructions for energy monitors | **Completed** |
| L Pringle | Update publication schedule and transparency issues, councillors responsibilities and land/buildings on website | **Ongoing** |
| L Pringle | Update asset register | **Completed** |

First Aid Course to take place on 30th April

Mr. Haddon needs more copies of paperwork

1. **COUNTY REPORT**

In the absence of Councillor Jackson there was no County Report.

1. **FINANCE**

The audit schedule for internal and external audit timescales was discussed, with the audit figures to be discussed at next month’s meeting.

The cost of £100 for the emergency tree surgery was authorised.

It was agreed to purchase copies of the good councillors’ guide for £20.

The full list of accounts was proposed and seconded with no changes.

1. **PLANNING**

**Applications**

 **SPORTS FIELD – New Changing rooms**, no Objections.

 **16/00972/COU – Dingle Dell, Taberna Close**

Proposed change of use of premises to combined A3/A4/A5 and new shop frontage

Several points were raised regarding the improvements to Dingle Dell. The council were happy with the noise and smell provisions put in place but concerned about the size of the awning and the opening time within a residential area. It was decided to speak to the business owner before making our submission to the planning authority.

**Granted**

1. **16/00114/FUL Bellamor, Birks Road**

Changes to 15/1007/FUL

1. **KNOTT MEMORIAL HALL**

An open meeting will be held Monday 19th April to elect the chair, treasurer and committee members all welcome.

It was decided to send a letter to the user of the hall using it for their business address as this contravenes the terms of the charitable trust.

Should it be necessary the council agreed to provide financial support to ensure the annual audit is performed.

1. **TABERNA CLOSE AND MEMORIAL PARK**

Grass cutting has started in Taberna Close and the area is looking much better.

Memorial Park Shelter has been repaired. There are conflicting opinions as to whether this is suitable.

1. **LIBRARY AND BUSINESS CENTRE**

Internal changes to library procedure are well underway for when Miss Coulson stands down with the volunteers taking on her tasks. There may be a few teething problems but we are ready.

In tandem with this County libraries and Community libraries, are now administered by an arm of the County Council, Active Northumberland. Various changes in personnel will be happening in that organisation over the next few months at senior level and arrangements are in hand to make sure that Heddon is represented in any future discussions.

1. **ALLOTMENTS**

Invoices have been sent out.

It has been decided to ask small allotment holders if they want to have a larger allotment. Two of the small allotments will probably become vacant. It was agreed to reinstate these as a larger allotment. If a person has three allotments the third will be on an annual basis only to ensure any people on the waiting list get a chance at an allotment. It was agreed to fix the fence on allotment 8.

1. **HEDDON FIRST SCHOOL**

An overview of the issues facing the first school was given. It was decided that the council would object regarding traffic implications which are bad enough as it is.

1. **AGM CONFIRMATION**

The annual Parish Council Meeting will be on Wednesday 11th May at 18.00

The annual Residents meeting will be on the same day at 19.00 in the library. There will be a report on what the council has done in the past year and an open forum for questions from the floor.

1. **ASSET OFFICER**

This item is excluded from the minutes as the council passed 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.’***

Personnel Issues

1. **CORRESPONDENCE**
2. E Mail: Resident – Airport complaint.
3. E Mail: Local tree surgeon Andrew Short
4. E Mail: Planning procedures – A Gardner Medwin/L pringle to attend planning seminar 14/04/2016

The meeting closed at 21.10



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| Owner | Action | Status |
| L Pringle | Formal complaint to NCC re. Unauthorised use of agricultural buildings. |  |
| L Pringle | Prepare audit paperwork for next meeting |  |
| R Young | Repair surface under swings in Welfare Field |  |
| L Pringle | Order Good Councillors guide |  |
| I Armstrong | Organise Library Business Centre Committee |  |
| I Armstrong | To ring the owners regarding clarification Dingle Dell Plans |  |
| A Gardner Medwin/L Pringle | To write Knott Memorial Hall letter |  |
| R Young | Check Memorial Park shelter repair. |  |
| L Pringle | Contact small allotment holders |  |
| L Pringle | Speak to Mr.Haddon |  |
| L Pringle  | Arrange fence repair on allotment 8. |  |
| L Pringle | Prepare schools objection |  |
| A Garner MedwinI Armstrong | Prepare report for residents meeting. |  |
| L Pringle | Prepare advert for residents meeting. |  |
| L Pringle | Update publication schedule and transparency issues, councillors responsibilities and land/buildings on website |  |
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