**Heddon on the Wall Parish Council**

Minutes of the meeting of Heddon on the Wall Parish Council

On **Wednesday 08h November 2017 @ 7.00pm** in Heddon Library

*.*Louise Pringle

Clerk to the Council

The chairman welcomed Mr and Mrs Pointer, new arrivals in the village.

1. **PRESENT & APOLOGIES FOR ABSENCE-** Present **:** Mrs Gardner-Medwin (chairman), Mr Young, Mrs Thompson, Mrs Cruickshank, Mr Stewart, Mr Armstrong, Mr Pyle, Mr Adams , Clerk (Mrs Pringle). Apologies Mr Avery, Mr Young, Councillor Jackson.
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF THE MEETING HELD ON 11th October 2017**
4. **MATTERS ARISING FROM THE MINUTES**

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| **Owner** | **Action** | **Status** |
| L Pringle | Sign Taberna Close report to planning enforcement | **Completed** |
| I Armstrong | Organise cutting for Butterfly Garden and volunteers | **Ongoing** |
| R Young | To cut brush butterfly farm | **Ongoing** |
| L Pringle | Copy to Peter Highways priorities | **Completed** |
| K Pearson/L Pringle | Go ahead with traffic signs | **Ongoing** |
| L Pringle | Arrange new signatories for bank account | **Ongoing** |
| L Pringle | To do draft financial regulations | **Completed** |
| L Pringle | Notices regarding Roadworks Hexham/Military Road | **Completed** |
| L Pringle | To get tree surgeon to check trees library and Taberna Close | **Ongoing** |
| 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 | **Ongoing** |
| P Jackson | Contact highways regarding parking Taberna Close | **Ongoing** |
| R Young | Check plank sizes for Gorse Hill Seat | **Ongoing** |
| R Young | To provide key for changing rooms to clerk | **Completed** |
| L Pringle | To arrange meeting regarding furniture needs changing rooms on completion. | **Completed** |
| R Adams | To inform clerk re fire inspection Selman park (when building is completed). | **Completed** |
| A Gardner Medwin | Speak to school regarding gate into Welfare Field and hedge between fence and wall | **Ongoing** |
| A Gardner-Medwin | To arrange painting of the Gorse Hill seat | **Completed** |
| L Cruickshank | To inspect seat Slip road | **Completed** |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| A Gardner-Medwin | To check regarding bin Station Road | **Ongoing** |
| A Gardner-Medwin | To send mail re land next to 14 Station Road to clerk | **Completed** |
| A Gardner-Medwin | Clean brass plaque Memorial Park | **Completed** |
| A Gardner-Medwin | Put speed watch report in next gossip | **Ongoing** |
| A Gardner-Medwin | Speak to NCC re footpath to Selman park/slip road | **Completed** |
| A Gardner-Medwin | Speak to Halls re no action on the allotments tree | **Completed** |
| L Pringle | Speak to contractor re Memorial Park works | **Completed** |
| L Pringle | Update out door maintenance plan and asset register | **Completed** |

The tree surgeon has been to see the butterfly haven. The main tree over the seat needs to be lifted and there are several large buddleias. He gave a price to clear the whole site of £800 which includes the tree work and getting rid of all the rubbish. It was agreed to go forward with this over the winter as it would give the volunteers a good base to work from.

We were advised by Northumberland County Council Conservation Officer not to clean the plaque at the Memorial Park just give it a dust regularly.

The county have agreed to empty any bin placed beside the railway line at the bottom of Station Road. The council are investigating having the pathways organisation provide the bin.

It was agreed to re-table the refurbishment of the seat on the slip Road in March

There was a discussion on the bridle path going to Selman Park via Bays Leap Farm entrance beside the Three Tuns. It was decided to advertise this in the gossip.

1. **COUNTY COUNCIL UPDATE –** There was no update this month
2. **FINANCE**

Sign off of Oct/Nov accounts – It was agreed to pay the accounts.

3 year plan – There were no ideas for large extra items to be built into this year’s accounts or next year’s budget.

Financial regulations – The council agreed to the changes in the financial regulations proposed by the finance committee and seconded by Mr Adams and Mrs Cruickshank.

It was agreed that the Asset Officer should attend a risk management course in January.

1. **PLANNING**

**Applications**

**Applications Granted**

17/02908/FUL | Construction of 1no. Detached dwelling house. | Land East Of 14 Station Road Heddon On The Wall Newcastle Upon Tyne Northumberland NE15 0DY

17/02116/FUL new vehicular access and hard standing carport for 3 cars. Land west of Houghton Moor

A discussion took place regarding general building issues and it was decided to complain to NCC regarding mess and general finishing off left by the gas board and other utilities. And to find out the process for complaining about general mess left by builders on pavements.

1. **TRAFFIC CALMING**

Flashing speed signs – update – this is going ahead and a contractor will be decided upon this month.

1. **SPORTS FIELD CHANGING ROOMS**

Progress report – The only items left are the heaters and the general fixtures i.e. bins etc.

Authorisation new tenancy agreement – This item was not discussed as Mr Young was not present.

Keys – difficulties getting keys cut as one key needs a fob which is currently unavailable

Cleaning/floodlights/kettles – It was agreed to have one hour per week cleaning. It was agreed that floodlights will not be allowed on the field this was a condition on the planning permission. Kettles are not allowed in the changing rooms until a specific area is sorted out for them, the kettles that were there have been taken away and can be collected from Kim.

Finishing items – it was agreed that the finishing items, hooks, mirrors, bins, toilet roll holders etc. were necessary and a price will be provided at the next meeting.

1. **AIRPORT**

Letter being sent to all residents

Future Public Meetings – the council decided that the next meeting arranged would be in the New Year.

1. **PARKING METHODIST CHURCH –** Resident complaint about the parking situation. It was decided to pass the complaint on to the Methodist church.
2. **COMMUNITY LIBRARY –** A staffing issue at the library was discussed.
3. **CAN AGM**

Report on the meeting – two councillors attended this meeting. It was very interesting to hear about the community issues addressed by the organisation, such as the warm hub, and employment hub activities.

1. **CORRESPONDENCE**
2. Email: NCC road closure Wylam 17/12 – Overnight closures at the railway line
3. Email: NCC street lighting 06/11- NCC coming to look into lighting situation
4. Email: Resident Donation Rainbows – It was decided to donate £55 to Heddon Rainbows
5. Email: Donation Core music – It was decided not to donate
6. Email: Donation CAN – It was decided to donate £30
7. Email: resident Missing bollards – These have been reported several times by the council and by residents but nothing has happened. It has been confirmed that the heavy transport has started again, so the bollards are unlikely to be replaced in the near future.



08/11/2-17 Petty Cash K Pearson £100.00

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| **Owner** | **Action** | **Status** |
| R Adams | To advertise bridle path in the gossip |  |
| 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 |  |
| 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 |  |
| G Pyle | To pass on parking complaint to the Methodist church |  |
| L Pringle | To get tree surgeon to check trees library and Taberna Close | **Ongoing** |
| 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 | **Ongoing** |
| P Jackson | Contact highways regarding parking Taberna Close | **Ongoing** |
| R Young | Check plank sizes for Gorse Hill Seat | **Ongoing** |
| R Adams | Find key fob for changing rooms |  |
| K Pearson | Price for finishing items at the changing rooms |  |
| R Adams | Varnish benches in changing rooms with dark varnish |  |
| A Gardner Medwin | Speak to school regarding gate into Welfare Field and hedge between fence and wall | **Ongoing** |
| A Gardner-Medwin | To complain to NCC regarding gas board |  |
| A Gardner-Medwin | To check process for complaining about builders mess. |  |
| 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 | Put speed watch report in next gossip | **Ongoing** |
| L Pringle | Organise donations to CAN and rainbows |  |
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In a closed session at the end of the meeting it was decided to raise the clerk’s salary by one spinal point in April and by another should she complete the SLCC course.

The meeting closed at 20.50