**Heddon on the Wall Parish Council**

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

On **Wednesday 11h April 2018@ 7.00pm** in Heddon Library

 *.*Louise Pringle

 Clerk to the Council

1. **PRESENT & APOLOGIES FOR ABSENCE-** Present **:** Mrs Gardner-Medwin (chairman), Mrs Thompson, Mr Pyle, Mr Armstrong, Mr Stewart, Mr Adams, Clerk (Mrs Pringle). Apologies, Mr Avery, Mrs Cruickshank, Mr Young, Councillor Jackson.
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF THE MEETING HELD ON 14th March 2018 –** Minutes were agreed and signed off.
4. **MATTERS ARISING FROM THE MINUTES**

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| **Owner** | **Action** | **Status** |
| R Young | Cancel hedge trimming East Heddon | **Ongoing** |
| I Armstrong | Organise cutting for Butterfly Garden and volunteers | **Completed** |
| L Pringle | Prices wall Welfare Field | **Ongoing** |
| L Pringle | Collect and collate paperwork from solicitors | **Ongoing** |
| L Pringle | Produce draft wording tenants payment terms | **Completed** |
| L Pringle | Pass user agreement by NALC solicitor | **Completed** |
| I Armstrong | Name of Stone Mason, Houghton Farm  | **Ongoing** |
| R Young | Price for fencing – sports field | **Ongoing** |
| L Pringle | Dog sign Selman Park | **Ongoing** |
| L Pringle | Update user agreement | **Completed** |
| K Pearson | Order seats for Selman Park | **Ongoing** |
| I Armstrong | Speak to ACC representative | **Completed** |
| R Adams | Organise carpark work Selman Park | **Ongoing** |
| G Pyle | Get wording for letter supporting Archaeology | **Ongoing** |
| G Pyle | To get map required for Gorse hill Clearance | **Completed** |
| A Gardner Medwin | Send letter supporting Archaeology | **Ongoing** |
| L Pringle | To get wall contractors to look at Welfare Field wall | **Ongoing** |
| A Gardner-Medwin | Ask police re flashing speed sign site | **Completed** |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| R Adams | To provide aerial map for NCC re construction traffic | **Completed** |
| A Gardner-Medwin | To write to NCC re construction traffic | **Completed** |
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It was decided to get more prices for the pointing of walls in the Welfare Field and to use lime mortar if possible.

It was decided and marked on a map the area of clearance for the Gorse Hill from the seat forwards and from the larger trees behind the houses forwards i.e. 5mts from the back gardens on Camilla Road.

Wording was agreed for Selman Park signs ‘Dogs to be kept on leads at all times, strictly no general dog walking’ and ‘Please remove all litter when leaving this Park’.

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

Sign off of Mar/April accounts – Accounts were authorised and signed off.

Tenants’ payment terms – terms agreed to go forwards. We shall ask tenants their thoughts.

Minimum wage increase £7.83/Asset Officer – It was agreed that M Hadden would now receive £7.83 per hour and that the Asset Officer would get an increment to the next pay grade. Both applicable from 1st April.

Co-op bank info forms – passed out for signing

Asset register review – The register was reviewed and agreed.

Budget Monitoring Q4 – Spend to budget was slightly lower than anticipated as two large payments have not yet been billed. The council spending remains in budget. It was decided to send a donation of £50 to the Great North Air Ambulance.

Library doors – These have now been returned to the automatic setting and are working. The doors proved too heavy to use on manual. It was decided to turn the electric supply off to the doors when closing for the day and to find another technician for when they go wrong.

1. **PLANNING**

**Applications**

**Applications Granted**

 Arrived day of meeting Agricultural building Turpins Hill

1. **TRAFFIC CALMING**

Flashing speed signs – Siting of third sign for decision. After consideration on the report by the police it was decided to place the extra sign in the dip beside the Roman Wall. The council will push the County council to get this work started.

1. **SPORTS FIELD CHANGING ROOMS**

User agreement – the revised short term user agreement was authorised and will be used in future.

HJFC agreement – This agreement was finalised. It was decided to send it out and to arrange a meeting for signing.

HJFC event dates – This will be discussed at the meeting with HJFC.

Varnish benches – Item pushed back until June.

1. **BUTTERFLY GARDEN**

Update Councillor Armstrong – The butterfly garden has now been cut back so work can start by the volunteers on bringing it back to an acceptable standard. A meeting will be arranged to get a plan of action.

Bin – It was decided to place a bin next to the Butterfly garden to encourage people to pick up their dog mess.

The state of the fence going along the cut from Trajan Walk was discussed and it was decided to report this to the County Council.

1. **SEAT REFURBISHMENT**

Military road/Slip road it was agreed to accept the quote of £205 for removing the seat on the slip road and fixing the seat on the Military Road and get the work done.

1. **FLY TIPPING**

Mill Lane/Station road – these incidents have been reported to the County Council with vehicle registration numbers.

Camera – this item was referred to the June agenda as more info on legal issues is required.

Dog Fouling – The county Council have received 899 reports of fouling over the county in the last 6 months, 11 of which were from Heddon. 57 of these incidents have been prosecuted. The Parish Council would like to encourage people to report all incidents to the County Council.

1. **COUNCIL SELF ASSESSMENT TOOL**

For discussion – The Council scored very highly on the self-assessment tool with most items being done.

Prime ministers visit – The council were not informed of the visit by the Prime Minister to the school. A letter will be sent to Guy Opperman and the County Council complaining about this fact with copies to the school for their information.

1. **CORRESPONDENCE**

Email: NCC County HR £225 – this item was not discussed due to time constraints.

Email: Wylam PC Heddon historical event – This item is a mystery as neither the Historical society or the Parish Council are aware of any events in Heddon.

Email: NALC councillor training - this item was not discussed due to time constraints.

Email: resident Path gritting – All had read the resident’s report which was comprehensive. New grit bins have arrived to cover the Library, Taberna Close and the path up to the School.

The Parish council felt that they could not be involved as this task belongs to the County Council. All residents are able to clear snow from their paths and pavements without worry of prosecution if anyone slips. The Parish Council would be happy to support any initiative by residents but cannot supplant the County Council.

The meeting closed at 21.05

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| **Owner** | **Action** | **Status** |
| R Young | Cancel hedge trimming East Heddon | **Ongoing** |
| I Armstrong | Arrange Butterfly volunteers |  |
| L Pringle | Prices wall Welfare Field | **Ongoing** |
| L Pringle | Collect and collate paperwork from solicitors | **Ongoing** |
| L Pringle | Letters re tenants payment terms |  |
| L Pringle | Organise Asset Officer Increment |  |
| I Armstrong | Name of Stone Mason, Houghton Farm  | **Ongoing** |
| R Young | Price for fencing – sports field | **Ongoing** |
| L Pringle | Dog sign Selman Park plus rubbish sign | **Ongoing** |
| L pringle | Donation GNAA, check situation CAB |  |
| K Pearson | Order seats for Selman Park and plank for Gorse hill | **Ongoing** |
| K Pearson | Inform volunteers re library doors and identify new technician |  |
| R Adams | Organise carpark work Selman Park | **Ongoing** |
| G Pyle | Get wording for letter supporting Archaeology | **Ongoing** |
| L pringle  | Send agreement to HJFC and arrange meeting |  |
| A Gardner Medwin | Send letter supporting Archaeology | **Ongoing** |
| L Pringle | To get wall contractors to look at Welfare Field wall | **Ongoing** |
| L Pringle | Push the county re flashing signs |  |
| A Avery | To speak to resident re vegetation on bus shelter | **Ongoing** |
| K Pearson  | To order bin for Butterfly garden |  |
| L Pringle  | Report fence Butterfly garden |  |
| K Pearson | To get work done on seats Military and slip roads |  |
| A Gardner-Medwin | Letter re Prime Ministers Visit |  |
| A Gardner-Medwin | Letter to resident re gritting |  |

