**Heddon on the Wall Parish Council**

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

On **Wednesday 14th November 2018 @ 7.00pm** in Heddon Library

 *.*Louise Pringle

 Clerk to the Council

Ian Armstrong to discuss the Butterfly Garden – Mr Armstrong was unable to attend the meeting please see update in section 4.

1. **PRESENT & APOLOGIES FOR ABSENCE** present **-** Mrs Gardner-Medwin (chairman), Mr Stewart, Mr Adams, Mrs Cruickshank, Mr Pyle, Mrs Thompson, Mr Avery, Clerk (Mrs Pringle). Apologies Mr Young
2. **DECLARATIONS OF INTEREST –** Dr Gardner- Medwin – Memorial Park, Mr Adams Selman Park.

**MINUTES OF THE MEETING HELD ON Wed Oct 10th 2018 –** A change in the minutes for the October meeting was proposed by Dr Gardner-Medwin and seconded by Mr Avery. The minute’s section 4 re Butterfly Garden to read, Butterfly Garden:  The email from Mr Armstrong was discussed and it was decided not to mow the meadow at the moment.  The issue will be re-tabled in February. The proposal was passed unanimously.

1. **MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA**

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| **Owner** | **Action** | **Status** |
| L Pringle | Report fence Centurion way | **Completed** |
| L Pringle | Letters for library payment terms | **Ongoing** |
| L Pringle | Pass on comments re flashing sign | **Completed** |
| R Young | Ramp Taberna Close | **Ongoing** |
| L Pringle | Change transport plan priority 3 | **Completed** |
| K Pearson | Get prices for new alarm company | **Ongoing** |
| K Pearson | To inform the new teams of the PC decision | **Completed** |
| K Pearson | Move grit bin | **Ongoing** |
| A Gardner Medwin | To put up pruning notice | **Completed** |
| A Gardner Medwin | Village appraisal | **Ongoing** |
| A Avery | To speak to resident re vegetation on bus shelter | **Completed** |
| L Pringle | Organise work in Welfare Field and hut bases S Park | **Completed** |
| L pringle  | To get seats positioned at Selman Park  | **Completed** |
| L Pringle | To find out who the community policeman is | **Ongoing** |

Butterfly Garden – Mr Armstrong has decided not to remain in charge of the garden after he resigned from the council but provided an update. The wildflower meadow needs to be cut once a year in Sept/Oct to the ground and the clippings removed. Mr Armstrong will try to find someone for the clerk to contact. Should Mr. Armstrong note anything needs doing he will contact the clerk. One of the councillors showed a photograph of the Butterfly Garden, which had recently been strimmed, and asked who had done that.

Flashing sign – This has to be 2.2 metres off the ground and we need the ref number off the back. The company will . and reposition it FOC when we have the info.

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

The clerk was unable to update the transport plan as the County had stated that the pavements were now not considered capital expenditure but they would be included in the plan under the section to change the end of Towne Gate.

Alarm Company prices – Current Company ADT increased price so alternatives have been sought CDS - £834 pa set up £431.38, Marlow £638 per annum (no visit), ADT would lower price to £960 per annum. It was decided to ask ADT to match the CDS price.

**KP to contact ADT**

Village appraisal – Advice had been given by NALC that a village appraisal was not now done. However a village survey including more forms of media can be done.

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

Hut bases are now up in Selman Park awaiting the huts. Work in the Welfare Field is awaiting the new gate, to allow the van onto the field.

1. **COUNTY COUNCIL UPDATE**

Local plan – all had seen the local plan feedback will be sent.

**AA to send planning feedback to AGM who will send overall feedback for local plan.**

Facilities for vulnerable people – feedback was given re a meeting attended by several of the councillors. This topic will come up more in the future for Parish Councils. To encourage people to get involved with local activities. To this Aim the council decided to reinstate the village events calendar.

**JS/LC/HT to send RA a list of events, RA to compile calendar.**

1. **FINANCE**

Sign off Oct/Nov Accounts – an overview of the accounts was given and they were approved.

Initialling of cheque stubs. – Auditor stated that all stubs need to be initialled

Internal audit – There were no comments to be brought forward to the Parish Council.

Finance committee dates for budget meeting and terms of reference. – It was decided on Wed Dec 5th Library 18.30 depending on the agreement of Mr. Young.

**LP to contact Mr Young and prepare budget**

Library Liaison Councillor and library door heater – The heated was reported to have a smell of burning and was cleaned and serviced. The Assets Manager reported the lack of council liaison which would have helped in this case. One of the councillors volunteered to take on the role. However it was decided to hold this in abeyance until the council could communicate with former councillor Armstrong.

1. **PLANNING**

**Applications**

18/03749/FUL – Land west of Ashtree Farm, Heddon on the Wall – erection of a new workers cottage including access, landscaping and other necessary works. The council would like to see a condition that the property must be used for workers for X years. **AA provide working for comments**

**Applications Granted**

|  |  |  |
| --- | --- | --- |
| 18/02589/FUL | 25 Heddon Banks. NE15 0BU | Demolish existing 3 bed house and replace with new and single garage with living spaces on 1sr floor |

 18/01897/FUL Tulips yard. Erection of 5 detached dwellings

 18/03201/FUL 4 Killiebriggs, Extension to front of property to provide bedroom ensuite and porch

1. **HEDGE RESOLUTION**

Proposed by Mr. Avery seconded by Mr Adams, agreed unanimously.

The Parish council has decided that it will not cut any trees or hedges not owned by the Parish Council or sited on non-Parish Council Land. This is the duty of the individual householder to ensure that their trees and hedges do not cause a problem to other residents or impede in any way on the highway or footway. This includes properties which the Parish council has given, by written agreement, permission to cultivate. Trees and hedges will not be cut on this land by the Parish Council unless permission to cultivate is rescinded in writing and agreed by the Parish Council.

1. **COMPLAINTS PROCEDURE**

Proposed by Mr Avery, seconded by Mrs Cruickshank, It was agreed unanimously to adopt this policy, which will be posted on the website.

1. **NEIGHBOURHOOD ISSUES**

Hedge at 5 Mithras gardens – See item 7 –

**LP to send letter hedge Mithras**

Signs Military and Hexham Road – Military road sign is in progress with the County Council and Hexham Road is under review.

Lights Hexham Road and Trajan Walk - Trajan walk should be fixed by 12th Nov and Hexham Road by the 16th

Heddon sign and planter on slip road – David Hall donated plants and compost to re-do the flower bed around the sign. The sign also needs replacing or repairing as the posts are nearly broken. This has been reported to the County. **AGM to thank Mr Hall, and Mr Charlton for helping repair flower bed wall.**

Litter pick and Duke of Edinburgh Award – An informal litter pick will take place on 24/11/2018. Tom Dryden is currently helping the Parish Council with Litter picking as part of the Duke of Edinburgh initiative and Matthew Hadden comes on a regular basis to do the same. The parish Council would like to pass on their thanks and appreciation to them.

Tree Inspection report – Trees in the Welfare Fields were inspected by the Tree surgeon on 2nd October with no work to do. The rest of the trees on Parish Council land were inspected on 29th October 2018 and the following actions taken. Dead tree on Chare bank to be felled which has now been done. Cases of suspected Ash die back reported on Chare Bank. As this is impossible to tell in winter and needs to be inspected in the summer. The Chestnut at the library will need to be cut over the next few years but is currently OK. Large Sycamore at the allotments needs to be cut down and will be done over the winter.

**LP to organise tree cutting with Halls of Heddon** **and tree surgeon.**

Bus shelter Hexham Road west bound – This was discussed and agreed to be a good idea but concerns were raised regarding the width of the pavement.

**AGM to contact the County Council re. ideas and feasibility.**

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

Gully cleaning – The council thought the idea of forward notice of gully cleaning from the County to allow a request to be made to move cars parked in the road on those days is a good idea. This would make it easier for the council and better for residents. Thanks to the resident for the suggestion.

**AGM to request gully cleaning notice from the County Council.**

1. **HEDDON BRANCHES**

Donation request – it was agreed to donate £300 to the project proposed AA seconded RA/AGM. **LP to organise donation for Branches**

Pre-Launch reception and ceremony 22/11 14.30/15.00

Authorisation for a Christmas tree Taberna Close – this was agreed.

A resident wanted to plant flowers around the statue. It was decided to pass this on for discussion to Heddon Branches

**AGM to contact resident, JS to pass info on to Heddon Banches**

1. **MEMORIAL PARK**

Perimeter wall update – The work has now been done.

Pruning will be done by the end of the month.

Several comments came in from residents saying how much they enjoyed the Memorial Service and the Parish Council would like to thank everyone involved including the history Society for the exhibition and the Knit and Natter group for the poppy cross.

There were also comments re the illegibility of some of the names on the cross. Two years ago the council had a conservation inspector from the War Memorials Trust and English Heritage to discuss what could be done to improve our listed Memorial and Park. They were advised at that time not to touch the names on the memorial or the brass plaque at the gate as this could make the problem worse. The wall surrounding the park has recently been repaired and repointed on their advisement.

The council will contact English Heritage and the trust again next week to see what they advise, then a decision can be made on how to go forward.

**AGM to contact English Heritage**

1. **CORRESPONDENCE**

Email: Japanese Knot Weed on the Common. The council is unable to take action as the weed is not on Parish Council land

**LP to report to County Council**

Email: Resident Allotment vandalism – As it was only one very strange case of missing hinges it was decided to wait for another case before reviewing security measures

Email: Resident Grit bin required end Mithras Gardens – It was decided not to get another bin for this junction due to the proximity of the bin at the end of Aquila Drive.

Email– Resident. Resident with suggestions for improving safety at Towne Gate western entrance and improvements for the Memorial Park. This was discussed and the resident has agreed to attend the next meeting so a decision can be made.

Meeting closed 20.45



07/11/2018 Tree chare bank N landscapes £180

14/11/2018 All Clean £32