

# Heddon on the Wall Parish Council

Heddon Parish Council - Here to maintain and improve our village for all

## MINUTES

You are summoned to attend the meeting of Heddon on the Wall Parish Council  
Wednesday 12<sup>th</sup> May 2021 @ 19.00 at Heddon Library

1. **APPOINTMENT OF THE CHAIRMAN OF THE PARISH COUNCIL** – Mr Paul Edwards was unanimously appointed as chair. He stated that due to increasing pressures of work he may need to reconsider the position later in the year.
2. **APPOINTMENT OF THE DEPUTY CHAIRMAN OF THE PARISH COUNCIL** – Mr Richard Adams was unanimously appointed Deputy Chairman.
3. **DECLARATIONS OF ACCEPTANCE OF OFFICE and Declarations of Interest** – All declarations of acceptance of office now completed. Some Declarations of Interest still outstanding.
4. **PRESENT & APOLOGIES FOR ABSENCE** - Mr Edwards (Chair), Mr Adams, Mrs Cruickshank, Mrs Irving Munro, Mr Knox, Mr Lillico, Mr Young. Clerk (Mrs Pringle).
5. **APPOINTMENT OF COMMITTEE MEMBERS**  
**Planning Committee** – Mr Adams, Mr Young, Mrs Irving Munro  
**Finance Committee** – Mr Edwards, Mr Young  
**Selman Park Committee** – Mr Young, Mr Knox, Mr Lillico, Mr Adams

### 6 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2020/2021

To consider and agree any actions arising from the report of the internal auditor - No action required

To approve the Annual Governance Statement (draft copy attached). Unanimously approved

To approve the draft annual accounts for 2020/2021 (draft copy attached). Unanimously approved

To approve the Accounting Statement and Explanation of Variances (draft copies attached). Unanimously approved.

To approve the risk assessment and asset register – Unanimously approved

### 7 MINUTES OF THE MEETING HELD ON 21 April 2021- Minutes were agreed and signed off

### 8 MATTERS ARISING FROM THE MINUTES (if not covered elsewhere)

### 9 MAINTAINING OUR VILLAGE FOR ALL

**Prices Memorial Park/Chare Bank path.**- No update, no reply NCC

**Memorial Park walk around** –

**Update on planters** – Meeting with Halls of Heddon organised for Thursday 13<sup>th</sup> May. Clerk was authorised to negotiate a plan for filling of the planters, It was requested that the planters be Bee-friendly. Prices for annual service/planting requested for next year.

**Tree planting Memorial Park** - Meeting with Halls of Heddon organised for Thursday 13<sup>th</sup> May

**Butterfly Garden** - Meeting with Halls of Heddon organised for Thursday 13<sup>th</sup> May

**Planning enforcement Tulip Mews** – reply received from NCC planning who have passed it to building control re safety aspect. The resident has been informed.

**10 IMPROVING OUR VILLAGE FOR ALL**

PJ to progress road markings at bus stop Hexham Road and passing places East Heddon Road. No further update.

**Facebook update** – business getting involved Mr. Adams to check and show clerk how this can be achieved.

**Heddon PC website.** – Several errors in the info crossed over - All to check info and tell the clerk of any changes.

**Heddon Village survey update on info** - 40% uptake which is very high, results to be available by end May. Separate data sets required for both online and paper to show any differences.

**11 WORKING WITH OUR RESIDENTS ASSOCIATION**

Suggestion to try for funding to fence in children's play equipment. Plan had been requested for this and did not arrive so the council were unable to discuss this.

A letter arrived this week requesting updates on various points, clerk to reply and request a meeting next month or when it is safe to do so.

**12 PLANNING****APPLICATIONS****APPLICATIONS GRANTED OR DENIED****13 FINANCE AND ASSETS**

**Monthly expenditure** Sign off April/May – All expenses agreed and signed off

**Internal and external audits** – Update on successful internal audit and requirements for external audit.

**Renewal Zurich Insurance** – Agreed to go ahead with Zurich and signed off.

**Review Clerks Hours** – Clerk and councillors all happy with current arrangement.

**Potential donation Heddon Juniors** – It was decided against donating to the football clubs as the sports budget is completely taken up this year with the resurfacing of the MUGA which is due to start 18<sup>th</sup> May weather permitting.

**14 SELMAN PARK**

**Update on Selman Park Committee meetings.** Meeting was held for all the councillors at the park. It was decided to circulate the risk assessment of the site to the whole council for adoption/comments. The council are looking at an open day to promote the facility which will be on the agenda for the next few months. Councillor Cruickshank to provide a trophy.

**Decision on the remit of SP committee,** questions regarding Tarpaulin, shed and internal wall, SP committee or Full council. – Better answered after viewing the risk assessment.

**Covid 19 restart grant** – It was unanimously decided to go for the restart grant and the clerk was instructed to apply.

**15 CORRESPONDENCE**

Resident email – Play equipment for toddlers Welfare Field. Circulated – Waiting for the results of the survey before any expenditure is planned.

Resident email – Campus Martius, plants from some Killiebriggs Gardens affecting road. Circulated and reported.

Resident email – Calvus Drive, new surface starting to lift in places. Circulated and reported

**16 COUNTY COUNCIL UPDATE** – No update**17 ANY OTHER BUSINESS**

**Co-option of two councillors.** It was agreed to start the procedure as soon as possible.  
**Welfare Field** – a piece of equipment in the welfare Field was reported as broken and a temporary fix made. Clerk to arrange order of four pieces to fix the equipment 2 for the job and two spares.

**Pop up camp sites** – concerns were expressed re pop up camp sites with the latest government initiative. LP to contact Peter Jackson re regulations and concerns that this becomes a norm.

**East Heddon Road** – A number of complaints have been received re amounts of traffic.

**Allotments** – Price agreed for fixing the fences. LP to contact DI

Expenditure				Income			
15/04/2021	J cotton bill error transfer	1384	£ 96.00	15/04/2021	J cotton bill error transfer	£	96.00
15/04/2021	NCC payroll mar	1384	£ 975.10	01/04/2021	Allotment 9	£	35.00
21/04/2021	Internal audit (P Bassnett)	1384	£ 250.00	16/04/2021	Allotment 6;	£	35.00
15/05/2021	NCC payroll Apr	1384	£ 927.22	09/04/2021	Precept	£	20,979.50
12/05/2021	mileage (clerk)	1384	£ 30.60	01/04/2021	rental income 3	£	300.00
12/05/2021	NALC membership	1384	£ 352.89	07/04/2021	rental income 1/2	£	580.00
12/05/2021	petty cash (Lpringle)	1384	£ 150.00				
12/05/2021	All Clean windows library	1384	£ 32.00				
12/05/2021	All clean Fascias Library	1384	£ 320.00				
12/05/2021	Cleaning (H. clark)	1384	£ 60.00				
	Crown gas	1384	£ 115.30				
	ADT Intruder Alarm	1384	£ 59.44				
	ADT Fire Alarm	1384	£ 14.08				
	24/7 Bus Supp	1384	£ 24.00				
	scottish power (SF)	1384	£ 16.00				
	Plusnet	1384	£ 26.66				
	Plusnet	1384	£ 34.09				

\*Any members of the press or public wishing to attend the meeting please contact the clerk on [heddonpc@gmail.com](mailto:heddonpc@gmail.com) or 01661 854583 so arrangements can be made to stay within government Covid guidelines for all attendees.