

**Minutes of the meeting of Heddon-on-the-Wall Parish Council held on
Wednesday 11th September 2024 at 7:00 p.m. in Heddon Community Library**

PRESENT: Cllrs. D. Keller [DK]; (in the Chair); K. Dryden [KD]; R. Oatway [RO]; M. Wilson [MW]; K. Ince [KI]; D. Matthews [DM]; Lesley Irving-Munro [LIM]

IN ATTENDANCE: L. Barton (Clerk); **Members of the public: 2 present**

Minute No.	Agenda item
1.	APOLOGIES FOR ABSENCE: R. Adams [RA]
2.	DECLARATIONS OF INTEREST: Cllr. Wilson declared an interest in St Andrew's Church and Heddon on the Wall Education and Training Trust. Cllr. Keller declared an interest in Karbon Homes.
3.	NORTHUMBERLAND COUNTY COUNCIL (NCC): Cllr. Jackson attended the meeting A member of the public raised the issue of speeding in the village, especially on Hexham Road. They asked whether a pilot project could be considered with the aim of slowing traffic. Cllr. Jackson said the Highways team have different options to slow traffic and that some funding may be available for this if the ideas are included in the Local Transport Plan. It was agreed to include the issue of speeding on Hexham Road as a priority on the Local Transport plan. The resident also asked about the bus service to Heddon. They questioned whether it would be possible for the number 22 bus to extend its route to include Heddon. This would offer an evening bus service from Heddon into Newcastle and could also serve the new estate at Bank Top in Throckley. The resident also asked whether it would be possible to have a bus between Heddon and Ponteland. Cllr. Irving Munro suggested extending the Hadrian's Wall bus route. It was agreed that these suggestions would be shared with Northumberland County Council Passenger Transport Team. <u>County Council report:</u> <u>Housing:</u> Cllr. Jackson reported that the new government has introduced higher housing targets for the region, which will entail rewriting the local plan to fit in with government expectations. Northumberland County Council have some concerns about the new housing figures and are submitting their concerns to the government. <u>Winter Fuel payments:</u> Cllr. Jackson explained that many people in the region will be affected by the cutting of winter fuel payments, as the region is colder than other parts on the UK. He added that the County Council provide back-up services and will do what they can to help those affected. <u>Roads:</u> Work is taking place to improve the region's roads. Regular maintenance still takes place and regular reviews (when inspectors check roads across the county) are compiled into the Local Transport Plan. The worst areas are prioritised. Cllr. Oatway asked whether drainage was in the council remit as it is likely that we will see more heavy rain. Cllr. Jackson replied that NCC are trying to increase the frequency of gully cleaning. Cllr. Keller asked about last year's local transport plan. The feedback from NCC stated that speeds in Heddon are within the 30mph limit, but this is not always the case. Cllr. Jackson suggested requesting a new speed survey. The clerk informed councillors that some members of Heddon Residents' Association have undertaken speed training with Northumbria Police so can monitor speed in the village using police issued speed guns. It was agreed to ask if they would share their findings with the Parish Council. Cllr. Wilson mentioned the current village projects and explained that the Parish Council have obtained 3 quotes for work at the Welfare Field and will look for funding to support the project. Cllr. Jackson explained that the County Council has some capital funding which can pay for new equipment. Cllr. Wilson added that the Parish Council are considering lighting in the Welfare Field and Memorial Park. Cllr. Jackson said he would be happy to take funding request for lighting forward.

4. **LOCAL TRANSPORT PLAN 2025 – 2026** – It was **agreed** that speed in the village will be a priority particularly when entering the village from the A69 or the Horsley Road. It was further **agreed** to include as a priority the paths out of village which are overgrown and need clearing. School car parking on both Hexham Road and Trajan Walk will not be captured on the Local Transport Plan as the Parish Council continue to work collaboratively with NCC Highways, NCC School Street Scheme and St Andrew’s Primary School on progressing proposals.

5. **MINUTES OF THE PREVIOUS MEETING: RESOLVED:** The minutes of the Parish Council meeting on 10th July were approved and signed by the Chair.

6. **MATTERS ARISING AND REVIEW OF ACTIONS:**
Covered elsewhere

7. **FINANCIAL MATTERS:**

- a) To approve payment of invoices presented at the meeting. **RESOLVED.** The following invoices were approved:

£756.94 goalposts Selman Park (reimbursement to Cllr. Wilson who purchased these)	£26.88 Courant vouchers (reimbursement to clerk)
£414 Grounds Maintenance	£240 Grass cutting Selman Park
£350 Selman Park lease quarter 2	£65 Carpet cleaning library

The following invoices (which were paid prior to the meeting using the clerk’s delegated authority) were approved:

BT PC landline £34.93 (paid 16 July)	BT PC landline £35.29 (paid 20 August)
BT Library landline £32.82 (paid 16 July)	BT library landline £35.56 (paid 20 August)
Grass cutting Selman Park £360 (paid 18 July)	Heddon Gossip £60 (paid 20 August)
Window cleaning £33 (paid 1 August)	Grass cutting Selman Park £240 (paid 20 August)
Library cleaning £47.28 (paid 1 August)	Window cleaning £33 (paid 27 August)
Grounds maintenance £414 (paid 1 August)	Library cleaning £44.33 (paid 27 August)
Website hosting fee £78 (paid 8 August)	

Additionally, councillors gave approval via email for the following payments (made on 8th August):
Water tank £3,024 and HIAB hire for delivery £474

The clerk advised councillors that:

- Heddon Carpet Bowls had sourced second hand carpets for £140 and had therefore repaid £110 to the Parish Council (out of the £250 donation made to them earlier this year)
- ADT have advised of a price increase from £18.43 to £19.54 per month for the fire alarm with effect from August 2024
- The Cooperative bank have advised of a slight decrease in the interest rate on the Business Select Savings account, in line with changes to the Bank of England base rate

- b) To consider any applications for grants or donations received at least 3 days before the meeting:
Sport Tynedale had requested a donation. Councillors **agreed** that they would prefer to give donations to local groups.
Heddon on the Wall Education and Training Trust (HETT) requested a donation towards their fund which supports pupils at St Andrew’s Primary School, past pupils and residents across the Parish. Cllr. Irving-Munro proposed making a donation, Cllr. Dryden seconded the motion. It was **agreed** to donate £250 but to ask for feedback on what the money has contributed towards. Cllr. Wilson recused himself from these discussions.

- c) To discuss the findings of the external audit report –the report has not yet been received from Mazars as it is under review.

8. MAINTAINING OUR VILLAGE FOR ALL:

Asset Officer Report – The current library cleaner will be leaving at the end of October. It was **agreed** to buy a card and gift. Cllr. Keller advised on some changes needed to the advert for the cleaner and handyperson. The adverts can then be shared. The broken light in the business centre corridor will be fixed in October. Cllr. Keller asked the clerk to thank Batson’s for their hard work in the Memorial Park. It was **agreed** to remove the damaged tennis net box from the Welfare Field.

Allotments – The allotment water tank was delivered, a new base constructed and the tank put in place. It has been plumbed in and the water is working. The ‘Odd Job Man’ company has been asked to provide a quote for lagging the pipes before the frosts set in. Inspections were carried out at the allotments in August.

Tree work in Welfare Field – Councillors considered the quotes received and it was **agreed** to ask West Jesmond Tree Surgery to proceed with this work (cutting back overhanging branches and undergrowth at both sides of the Welfare Field).

9. IMPROVING OUR VILLAGE FOR ALL:

School Streets Plan – Cllr. Wilson explained that NCC Highways have consulted with residents on the section of Trajan Walk closest to the school regarding this plan. The Parish Council are awaiting an update from NCC Highways.

Welfare Field Enhancement Project update – Quotes and designs have been received from 3 playground suppliers; a consultation will take place with residents and the school before taking any further steps. The signs in the Welfare Field will also be updated.

Selman Park update – the new goalposts are in place at Selman Park and the pitch marking has been carried out. Cllr. Wilson advised that the changing room facilities will need a deep clean. Cllr. Keller thanked Cllrs. Wilson and Adams for their hard work at Selman Park.

10. REPORTS:

11. PLANNING APPLICATIONS:

Planning consultations:

24/02633/FUL – High Seat Fox Cottage – demolition of 2 bed bungalow and replacement with 2 bed flat. No comments or objections.

24/02979/MAST – Land west of existing mast at West Heddon Nurseries. Notification of prior approval for works to replace existing mast. No comments or objections.

Planning decisions:

24/00457/FUL – Former Biology Field Station –demolition of existing buildings and redevelopment through construction of a restaurant. Permission was **GRANTED**.

24/00458/LBC Former Biology Field Station - listed building consent for erection of greenhouse. Permission was **GRANTED**.

24/00986/FUL - 15 Campus Martius – proposed side extension (part retrospective). Permission was **GRANTED**.

24/01493/FUL - 324 Hexham Road – proposed single storey rear extension. Permission was **GRANTED**.

24/02123/FUL – 27 Aquila Drive – single storey front extension. Permission was **GRANTED**.

12. CORRESPONDENCE – residents on Centurion Way residents had contacted the Parish Council about plans to remove street furniture. Councillors discussed this and **agreed** that the benches

could remain on Centurion Way, but the planters will be removed. The clerk was authorised to arrange removal of the planters.

13. **ANY OTHER BUSINESS** Cllr. Oatway mentioned that use of the library is declining.

14. **NEXT MEETING**

That the date of the next meeting shall be Wednesday 9th October 2024.

CONCLUSION OF MEETING The meeting closed at 8.50pm.

Income and Expenditure from 10th July to 10th September:

Account 1 (Precept) Expenditure:

Payroll (including £20 admin charge)	£1217.94	15 July 24
NCC Waste disposal (bins)	£16.67	15 July 24
Donation to Heddon Show	£250	16 July 24
Grass cutting Selman Park	£360	18 July 24
Donation to Culture Festival	£250	01 Aug 24
Grounds Maintenance	£414	01 Aug 24
Website hosting bill	£78	08 Aug 24
Allotment Water tank (approval given by email)	£3024	08 Aug 24
HIAB hire for water tank	£474	08 Aug 24
Payroll (including £20 admin charge)	£1217.94	15 Aug 24
NCC Waste disposal (bins)	£16.67	15 Aug 24
Grass cutting Selman Park	£240	20 Aug 24
Heddon Gossip	£60	20 Aug 24

Account 1 (Precept) Income: £21,429 (Precept payment plus £110 refund from Heddon Carpet Bowls)

Account 2 (Library) Expenditure:

Electricity Selman Park	£21	10 July 24
Window cleaning library	£33	10 July 24
Library cleaning	£59.10	10 July 24
BT (Library landline)	£32.82	16 July 24
BT (PC landline)	£34.93	16 July 24
Petty Cash	£100	18 July 24
Fire Alarm	£18.43	25 July 24
Burglar Alarm	£60.22	25 July 24
CCTV	£43.20	31 July 24
Electricity library	£168.56	01 Aug 24
Window cleaning library	£33	01 Aug 24
Library cleaning	£47.28	01 Aug 24
Electricity Selman Park	£21	12 Aug 24
Gas library	£47.54	20 Aug 24
BT (library landline)	£35.56	20 Aug 24
BT (Parish Council landline)	£35.29	20 Aug 24
Fire Alarm	£19.54	26 Aug 24
Burglar Alarm	£60.22	26 Aug 24
Window cleaning	£33	27 Aug 24
Library cleaning	£44.33	27 Aug 24
CCTV	£43.20	30 Aug 24
Electricity library	£159.36	02 Sept 24
Electricity Selman Park	£21	10 Sept 24

Account 2 (Library) Income: from 10th July to 10th September

Rental income: £ 2886.75

APPENDIX

MAINTAINING OUR VILLAGE FOR ALL:

ACTIONS:

Email and thank Batsons for work in Memorial Park
Remove tennis net box – LT to ask Odd Job Men
Military Road bench needs slat replacing – LT to look into this
LB to update adverts for handyperson / cleaner
DK to place adverts on social media

IMPROVING OUR VILLAGE FOR ALL:

ACTIONS:

DK to look at donations letter for Welfare Field project
MW to contact landowner re Selman Park lease
LB contact J. Vardy get quote to remove planters on Centurion Way
LB contact West Jesmond Tree Surgery to go ahead with tree work in Welfare Field

FINANCE AND ASSETS:

ACTIONS:

LB to complete and send Local transport plan to NCC
LB to contact HETT re donation and feedback required

OTHER:

ACTIONS:

LB Email Mark Cusack at Passenger Transport Team NCC regarding bus services
MW Email Cllr Peter Jackson Re: Lighting proposals for Welfare Field and Memorial Park