

**Minutes of the meeting of Heddon-on-the-Wall Parish Council held on
Wednesday 13th November 2024 at 7:00 p.m. in Heddon Community Library**

PRESENT: Cllrs. D. Keller [DK]; (in the Chair); R. Oatway [RO]; K. Ince [KI]; R. Adams [RA]; M. Wilson [MW]

IN ATTENDANCE: L. Barton (Clerk); **Members of the public:** 1 present

**Minute
No.**

Agenda item

1. **APOLOGIES FOR ABSENCE:** K. Dryden [KD]; D. Matthews [DM]; Lesley Irving-Munro [LIM]
2. **WELCOME GUESTS AND RESIDENTS AND ASK THEM TO SHARE MATTERS OF INTEREST:** 1 member of the public attended and expressed an interest in joining the Parish Council
CO-OPTION OF A NEW COUNCILLOR
Councillors briefly talked to Julie McGreevy. Julie was excused from the meeting to allow councillors to have further discussions, where it was unanimously resolved to co-opt Julie McGreevy as a Councillor. The Declaration of Acceptance of Office was signed and witnessed by the clerk.
3. **DECLARATIONS OF INTEREST:** Cllr. Keller declared an interest in Karbon Homes and Cllr. Wilson declared an interest in St Andrew's Church and Heddon Education and Training Trust (HETT).
4. **MINUTES OF THE PREVIOUS MEETING: RESOLVED:** The minutes of the Parish Council meeting on 9th October were approved and signed by the Chair.
5. **MATTERS ARISING AND REVIEW OF ACTIONS:** Cllr. Ince fed back on the litter pick, there was not a lot of litter as people help out anyway, but organised litter picks will still continue.
6. **FINANCIAL MATTERS:**
 - a) To approve payment of invoices presented at the meeting. **RESOLVED.** All councillors confirmed that as per our financial regulations and ahead of this meeting, we've circulated via email a full record of accounts, bills and invoices paid and due to be paid this month.
The following invoices were approved for payment:

Window cleaning £33	Grounds Maintenance £414
Library cleaning £47.28	Hire of PA system £210
BT PC landline £36.06	Grass cutting Selman Park £240
BT Library landline £38.82	Water Tank installation £849.34
Proludic play equipment £197.23	Poppy wreath £24.49
Heddon Gossip £70	Leaving gift cleaner £21.40
Microsoft 365 Office renewal £148.32	

- b) To consider any applications for grants or donations received at least 3 days before the meeting:
A request had been received from Wags and Company. It was agreed not to support this charity at this time, as the Parish Council is supporting other groups within the village.
- c) To discuss the NALC Pay Award – the clerk was excused from the meeting to allow councillors to have a discussion. Councillors **agreed** to award the NALC Pay award to both the Clerk and Assets Officer. This will be processed in time for the December payroll, but will be backdated to 1st April 2024.

Items not on the agenda:

- The BT bills fall just after the meeting each month and have to be paid within 14 days. The clerk will move these to a direct debit payment from next month.

- The second quarterly banking checks were carried out by Cllr. Dryden on 17th October. The completed checklist was shared with councillors and will be kept in the file with the Minutes.
- The clerk informed councillors that the tree works in the Welfare Field (authorised at the September meeting) have taken place. It was **agreed** that if the invoice needed paying before the December meeting, the clerk would email councillors for approval to pay.

7.

NORTHUMBERLAND COUNTY COUNCIL:

To consider any matters relating to Northumberland County Council (NCC)

Updates

Any Other business

8.

MAINTAINING AND IMPROVING OUR VILLAGE FOR ALL:

To consider any matters relating to maintenance, repairs, and assets management, projects

Reports and updates:

Asset Officer report: quotes for repairs approved – see Any Other Matters below

School Streets Plan update: Cllr. Wilson informed councillors that the School Street scheme has been approved has been passed to the NCC Design Team to progress with drawings. A notice informing residents has been posted on the lamp post on Trajan Walk entrance leading to the school.

Welfare Field Enhancement project update: 3 designs have been shared with St Andrew’s school for feedback from pupils and parents; 3 funders have been contacted so far and more opportunities will be sought. The Welfare Field project team and the clerk will identify the risks and issues of the project going forward and add these to the documentation. Feedback will be sought from residents in the Heddon Gossip. Cllr. Wilson advised that he will email the school and Cllr. Peter Jackson to discuss play equipment. He will also chase up a response to a lighting request for both the Welfare Field and the Memorial Park.

Selman Park update: it was **agreed** to extend the current lease agreement for a further year as Selman Park has been used by the school recently.

Allotments update: the clerk shared the feedback from the allotment holders relating to the Golden Rules document. Councillors will consider the feedback and will respond to allotment holders after the December meeting.

Any other matters e.g. quotes for work

The following quotes were approved at the meeting:

Quote for library roof clearing and gutter roses for downpipes £110

Quote for the fencing repairs at the allotments £356.61 + divisional fence £109.09

Quote for rebuilding the planter at the entrance to the village using sleepers £250

Quote for wall repairs on Taberna Close and in the Welfare Field £420

Quote to remove the damaged tennis net box and contents from the MUGA and the contents of the planters on Taberna Close - £100

9.

PLANNING APPLICATIONS:

Planning consultations:

24/03480/FUL – Land south of Burnside Farm – conversion of a double garage to a beauty studio. No comments or objections.

Planning decisions:

24/02979/MAST – Land west of existing mast near West Heddon Nurseries. Notification of prior approval for removal of existing 27m lattice tower. Permission was **GRANTED**.

10.

CORRESPONDENCE: a resident offered to help with the sound system for Remembrance next year. The clerk will thank them and make arrangements.

11.

ANY OTHER BUSINESS: a councillor is needed to sit on the Knott Hall committee. Cllr. McGreevy volunteered to take up this role

12.

NEXT MEETING

That the date of the next meeting shall be Wednesday 11th December 2024 at 6pm.

CONCLUSION OF MEETING The meeting closed at 8.50 pm.

Income and Expenditure from 9th October to 12th November:

Account 1 (Precept) Expenditure:

Grounds Maintenance	£414	10 th Oct
Payroll (including £20 admin charge)	£1217.94	15th Oct
NCC Waste disposal (bins)	£16.67	15th Oct

Account 1 (Precept) Income: Allotment rent pro rata part year £20

Account 2 (Library) Expenditure:

Electricity Selman Park	£21	10 th Oct
Window cleaning library (Sept)	£33	10 th Oct
Library cleaning	£53.10	10 th Oct
Library light repairs	£315	10 th Oct
Gas Library	£55.47	17 th Oct
BT (Library landline)	£39.44	17 th Oct
BT (PC landline)	£34.93	17 th Oct
Window cleaning library	£33	17 th Oct
Fire Alarm	£19.54	25th Oct
Burglar Alarm	£60.22	25 th Oct
CCTV	£43.20	31st Oct
Electricity library	£209.96	1st Nov
Electricity Selman Park	£21	11 th Nov

Account 2 (Library) Income: from 9th October to 12th November

Rental income: £ 1100 (£25 rebate per office applied see October Minutes for details)

APPENDIX

MAINTAINING OUR VILLAGE FOR ALL:

ACTIONS:

LT to get quotes for replacement notice at Hexham Rd entrance to Welfare Field (emergency details)
LT to get prices for tap covers
LT to ask about graffiti proof Welfare Field signs –
LT to organise removal of Graffiti in Memorial Park shelter
LB to discuss Missing bench slat with handyman
LT to contact electrician re Outdoor library lights not working

IMPROVING OUR VILLAGE FOR ALL:

ACTIONS:

LT to contact NCC re replacement for damaged bus shelter sign on Hexham Rd
LB to contact Highways re parking at Victrix Park
LB to contact handyman re fence on Taberna – add additional posts for support
RO contact NCC re Car charger for village
LB to send DK designs and questions for Welfare Field Enhancement project to DK for Gossip
LB to check final requirements for Welfare Field replacement sign and organise
MW to email school and Peter Jackson re play equipment
MW to chase up lighting request with Peter Jackson

FINANCE AND ASSETS:

ACTIONS:

LB contact landowner at Selman Park and arrange for the lease to be re-signed for another year

OTHER:

ACTIONS:

LB to thank Batsons for work in Memorial Park & get quotes for 2 trees