

**Minutes of the meeting of Heddon-on-the-Wall Parish Council held on
Wednesday 9th July 2025 at 7:00 p.m. in Heddon Community Library**

PRESENT: Cllrs. D. Keller [DK] (in the Chair); R. Oatway [RO]; R. Adams [RA]; J. McGreevy [JM]

IN ATTENDANCE: L. Barton (Clerk); **Members of the public: 7 present**

**Minute
No.**

Agenda item

1. **APOLOGIES FOR ABSENCE:** None
2. **WELCOME GUESTS AND RESIDENTS AND INVITE THEM TO SHARE MATTERS OF INTEREST:** 1 resident came to talk about speeding on Hexham Road. A speed survey has been carried out in the village and the results have been referred to Northumbria Police Safety Unit. The resident explained that their planned meeting with Northumberland County Council to discuss the speeding issue and to request safety measures on Hexham Road has been postponed by the council. Some residents attended to express an interest in joining the Parish Council.
3. **CO-OPTION OF NEW COUNCILLORS:** It was **unanimously agreed** to co-opt as councillors: Sarah Harrison, Sarah Harris, Suzanne Hall, Lila Pendragon and Lorraine McMaster. Cllr. Keller welcomed the new councillors to the Parish Council and shared more information about the Parish Council.
4. **DECLARATIONS OF INTEREST:** Cllr. Keller declared an interest in Karbon Homes.
5. **MINUTES OF THE PREVIOUS MEETING: RESOLVED:** The minutes of the Parish Council meeting on 11th June were approved and signed by the Chair.
6. **MATTERS ARISING AND REVIEW OF ACTIONS:** The clerk will double check if the drains on the road towards the A69 have been cleared. The planters near to Bell e Buon will now be maintained by Cllr. McGreevy. It was **agreed** that Cllr. McGreevy could spend up to £350 on supplies for the planters with receipts to be submitted at the September meeting.
7. **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:

Welfare Field fence repair £513	Library drain repair £330
McAfee renewal (clerk reimbursement) £129.99	JC Accountants Internal audit £342
Selman Park rates (clerk reimbursement) £62	Batson's £414
J. McGreevy planter costs £45	Grass Cutting Selman Park £264
Window cleaning £33	Library cleaning £195

The following were also presented for approval:

BT (Library landline) £40.84 – paid 18/06/2025

Petty Cash payment to Asset Officer £100 – paid 03/07/2025

These were paid using the clerk's delegated authority to ensure accounts are settled swiftly and late payment charges are avoided.

- b) To consider any applications for grants or donations received at least 3 days before the meeting: Citizen's Advice Ashington had requested a donation. Councillors **agreed** they could not support this request as it is not specifically for the benefit of residents in the village

Approved
10/09/25

- c) To review the Budget Monitoring for Quarter 1; councillors discussed and **approved** the Quarter 1 Budget Monitoring. All expenditure was within what was expected, with a slight increase in cleaning costs.
- d) To review Standing Orders and Financial Regulations. This item has been moved to the September meeting. The clerk will resend the Financial Regulations and Standing Orders to councillors to consider over the summer.

Delegated Authority – it was **agreed** that the clerk has delegated authority to make any payments up to £250 over the summer. It was further agreed that the clerk can make any routine payments over £250 during the summer with invoices being presented at the September meeting. Councillors must be notified of any uncommon invoices by email.

8. **NORTHUMBERLAND COUNTY COUNCIL:**

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

Updates:

Local Transport Plan – still awaiting feedback; NCC Highways have advised that the letters are undergoing internal checks and should be sent out soon.

School Street Scheme – double yellow lines are now in place near to the school and a sign has been erected informing residents that the school street scheme will start in September.

Welfare Field and Memorial Park Lighting request –

Welfare Field Enhancement project donation request –

Electric Car charger scheme – Cllr. Oatway is looking into this

Any Other business:

Library Net Zero Property Services at NCC have said that, in principle, they would support the installation of solar panels on the library roof. However, they would need to see plans first to check the installation details and roof loadings before giving approval. Cllr. Oatway will update councillors further in September.

9. **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: one of the toddler swing seats in the park has locking nuts missing beneath the seat and has been taped over for safety reasons. The locking nuts underneath the other seat are very rusty. It was, therefore, **agreed** to replace both swing seats at a cost of £358.

Butterfly Garden: Cllr. Oatway proposed some changes to the management of the Butterfly Garden. This has been shared with councillors by email and will be considered in terms of the ground maintenance contract.

Welfare Field Enhancement project update: none

Selman Park update: The Pele Trust PE Co-ordinator has advised that the Pele Trust has decided not to purchase the goalposts. They will instead use a venue with appropriate facilities.

Allotments update: none

Any other matters: the following quotes were discussed:

£85 (JKR Handyman) to prepare wooden posts for the new sponsored trees – **agreed**

£353 (JKR Handyman) to sand, prepare and paint the gate at the entrance to Hadrian's Wall. We are waiting to hear back from English Heritage about the ownership of the gate, so no action can be taken yet.

£3,342.07 Batson's quote for supplying and planting sponsored trees. Cllr. Adams queried the cost and Cllr. Keller explained that we are purchasing larger trees which may be sturdier than previous ones. The cost of planting (which was previously carried out by a volunteer) is also included in this quote. Councillors **agreed** they were happy to proceed with this quote.

10.

PLANNING APPLICATIONS:

Planning consultations:

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25/02053/FUL Driving Range and Café Close House – proposed formation of 15 parking spaces – no comments or objections

25/02302/VARYCO Heddon Steads Cottages – variation of condition 2 on approved application 23/03885/FUL – no comments or objections

25/02325/FUL Land west of Ashtree Farm – change of use of a field from agriculture to dog walking – no comments or objections

Planning decisions:

25/01721/FUL Turpins Hill House – single storey extension – the application has been **WITHDRAWN** by the applicant.

25/00163/FUL Loudside Farm – proposed extension and conversion of existing building. This application was **REFUSED** permission.

11. **CORRESPONDENCE:** Two residents on the Military Road had contacted the Parish Council expressing concerns about the speed of traffic and asking whether there was any possibility of speed restrictions. It was **agreed** to contact the Highways Team at Northumberland County Council to share the concerns.

12. **ANY OTHER BUSINESS:** None raised

13. **NEXT MEETING**

That the date of the next meeting shall be Wednesday 10th September 2025 at 7pm.

CONCLUSION OF MEETING The meeting closed at 8.55 pm

Income and Expenditure from 11th June to 8th July:

Account 1 (Precept) Expenditure:

Heddon Gossip	£60	12-Jun-25
Handyman (weeding/sweeping)	£395.49	12-Jun-25
Grass cutting Selman Park	£264	12-Jun-25
Grounds Maintenance	£414	12-Jun-25
Selman Park lease Quarter 1	£350	12-Jun-25
Insurance	£3,602.81	12-Jun-25
Flowers	£26	12-Jun-25
Selman Park rates	£62	12-Jun-25
Donation to Village Show	£250	12-Jun-25
Payroll	£1,332.37	16-Jun-25
Payroll Admin fee	£21	16-Jun-25
Admin fee underpayment April	£1	16-Jun-25
NCC Bins	£17.56	16-Jun-25

Account 1 (Precept) Income: £0

Account 2 (Library) Expenditure:

Window cleaning	£33	12-Jun-25
Library cleaning	£210	12-Jun-25
Library light repair	£200	12-Jun-25
Gas library	£70.82	17-Jun-25
BT (Library landline)	£40.84	18-Jun-25
Fire Alarm	£19.54	25-Jun-25
Burglar Alarm	£62.92	25-Jun-25
BT (PC landline)	£38.24	27-Jun-25
CCTV	£43.20	30-May-25
Electricity library	£172.02	01-Jul-25
Petty Cash	£100	03-Jul-25

Account 2 (Library) Income: from 11th June to 8th July Rental income: £ 1272 (£1236 rent + £36 extra keys Office 1 & 2)

Approved
10/09/25

APPENDIX

MAINTAINING OUR VILLAGE FOR ALL:

ACTIONS:

LB contact Highways re drains on the way to the A69
LB contact Highways about mud on the road near Bays Leap
LB Contact Will Binks re School Street Scheme – who will monitor this
LB liaise with neighbourhood police team re School Street scheme

IMPROVING OUR VILLAGE FOR ALL:

ACTIONS:

Grass Cuts at Hadrian's Wall
LB request a quote from Batsons to remove tree stump from Taberna Close
LB contact Batsons to agree quote for tree supply and planting and ask when work could take place
LB contact J Rusby re quotes for wooden posts and for painting the gate

FINANCE AND ASSETS:

ACTIONS:

OTHER:

ACTIONS:

Actions outstanding from previous months:

Sponsored trees – a quote has been received from Batsons and approved by the PC.

Hadrian's Wall

Brown road signs – Highways are looking into the request for a more visible brown sign (rather than the one on the fence which is obscured by the hedge)

Repainting coach markings in layby – Highways have asked the inspector to raise a job for this to be done

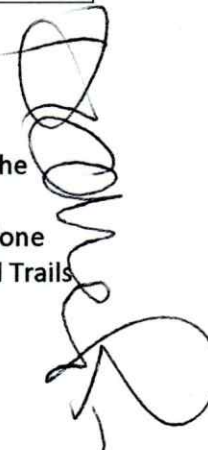
Fingerposts refurbishment – JK Rusby has been asked to carry this out; LT has also contacted National Trails to discuss the fingerposts; DK has also been in touch with English Heritage regarding signage and accessibility at Hadrian's Wall

Grass / nettles in Welfare Field need to be cut back – completed (July)

Electric car charger – Cllr. Oatway researching the cost of these

Wooden Planter (on way in from A69) – fence stain to be applied every 2 – 4 years (so 2027 – 2029)

Allotment water tank – annual preventative – partially empty / disconnect to prevent freezing winter



Approved
10/09/25