

Minutes of the meeting of Heddon-on-the-Wall Parish Council held on
Wednesday 11th June 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: 2 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 asked about the speed survey, which was requested as part of the Local Transport Plan submission in September. Cllr. Keller explained that we have not yet had the feedback from the Highways Team.
Cllr. Horncastle also attended the meeting. Cllrs. introduced themselves and gave some background information on the current projects and responsibilities of the Parish Council. Cllr. Horncastle also enquired about the speed survey and will support the Parish Council with this action. Cllr. Horncastle will meet with the primary school to discuss parking at pick up and drop off times.
3. **DECLARATIONS OF INTEREST:** Cllr. Keller declared an interest in Karbon Homes.
4. **MINUTES OF THE PREVIOUS MEETING: RESOLVED:** The minutes of the Parish Council meeting on 14th May were approved and signed by the Chair. The minutes of the Annual Elector Meeting on 14th May were also approved and signed by the Chair.
5. **MATTERS ARISING AND REVIEW OF ACTIONS:** Cllr. Keller met with a representative from English Heritage. They are looking into improving signage for Hadrian's Wall. Cllr. Keller and the Asset Officer are arranging a meeting with National Trails to discuss the fingerposts. NCC Highways will look into relocating the brown 'Hadrian's Wall' sign, which is partially obscured by the hedge. They will also repaint the coach layby markings. Work has started on clearing the blocked drains in the village.
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:

M. Hadden handyman duties £395.49	Zurich Insurance £3,602.81
Flowers (clerk reimbursement) £26	Electrician replace library light £200
Selman Park rates (clerk reimbursement) £62	Batson's £414
Selman Park lease quarter 1 £350	Grass Cutting Selman Park April £264
Window cleaning £33	Heddon Gossip £60
Library cleaning £210	

- b) To consider any applications for grants or donations received at least 3 days before the meeting: Heddon Village Show requested a donation of £250. Councillors **agreed** to donate £250 towards the cost running the show.
- c) To discuss the internal and external audit for the year 2024 / 2025, in particular to:
 - i. Receive and discuss the internal audit report **RESOLVED**
The internal audit report came back without any points of note. Councillors approved and accepted the report.
 - ii. Review and discuss internal controls **RESOLVED**



- Clerk sends monthly Income and Expenditure spreadsheet to councillors to inform them of the current financial position; this is added to the minutes each month
 - Clerk presents invoices for approval at each meeting (details of these are emailed to councillors prior to the meeting); details of invoices are also included in the minutes each month
 - Budget Monitoring takes place quarterly
 - Adherence to the Financial Regulations Guidance and associated policies
 - Asset register and risk assessment are updated each year
- iii. Approve the Annual Governance Statement **RESOLVED**
Councillors considered, signed and approved the Annual Governance Statement.
- iv. Approve the Statement of Accounts prepared by the clerk **RESOLVED**
Councillors considered, signed and approved the Statements of Accounts prepared by the clerk.
- d) To review the bank mandates. All the necessary paperwork has now been completed for the Coop Bank Mandate and will be sent to the bank to be processed.
- e) To review Standing Orders and Financial Regulations – moved to July meeting
- Items not on the agenda:
- The Coop Bank have advised of a decrease in interest rates.
 - BT have advised of an increase in some of their prices with effect from April 2025.
 - It was **agreed** to fund a meal from the Business Centre account to thank councillors and staff for their hard work.

7. **NORTHUMBERLAND COUNTY COUNCIL:**

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

Updates:

Local Transport Plan – still awaiting feedback
School Street Scheme – awaiting implementation dates
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 The clerk has contacted Property Services to check what permissions are needed re the possible installation of solar panels on the library roof.

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: a faulty light in the library has been replaced with a new LED light, as the old model is no longer available. Lights will be replaced with new models as and when necessary. The Asset Officer advised that the current gas contract for the library will end in the autumn. Councillors asked for options of different suppliers to consider.

Welfare Field Enhancement project update: no update

Selman Park update: The Pele Trust PE Co-ordinator advised that they will not be using Selman Park for any future football matches. They asked whether they could purchase the goalposts which the Parish Council bought last year. Councillors **agreed** that they would sell the goalposts for £350 with the Pele Trust removing and transporting the goalposts to their new location.

Allotments update: All allotments are looking well maintained at present.

Any other matters:

9. **PLANNING APPLICATIONS:**



Planning consultations:

25/01721/Turpins Hill House – single storey extension – no comments or objections

Planning decisions:

24/04272/VARYCO River Heights – variation to approved plans – permission was **GRANTED**.

25/01157/FUL 35 Remus Avenue – single storey extension to the rear – permission was **GRANTED**.

25/01428/FUL 23 Station Road – demolish detached garage and erect attached garage – permission was **GRANTED**.

10. **CORRESPONDENCE:** The planters on the 'triangle' on Heddon Banks need to be maintained. Cllr. McGreevy volunteered to maintain the planters. It was **agreed** that Cllr. McGreevy could spend up to £150 on plants, if needed.
11. **ANY OTHER BUSINESS:**
12. **NEXT MEETING**
That the date of the next meeting shall be Wednesday 9th July 2025 at 7pm.

CONCLUSION OF MEETING The meeting closed at 8.30 pm

At the end of the meeting there will be a short meeting of the trustees of the Heddon on the Wall Village Trust Charity.

Income and Expenditure from 14th May to 10th June:

Account 1 (Precept) Expenditure:

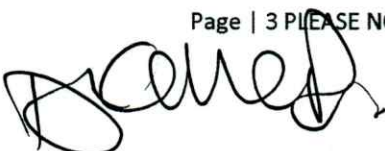
NCC Payroll	£1332.37	15-May-25
NCC Payroll Admin fee	£20	15-May-25
Taberna Close fence repair	£156.60	15-May-25
Grounds Maintenance	£414	15-May-25
Graffiti Removal bus stop	£250	15-May-25
NALC Subscription	£353.91	15-May-25
Rates Selman Park (April / May)	£125.26	15-May-25
Plaque for tree	£22.50	19-May-25
Planter purchases reimbursement	£20.49	19-May-25
Planter purchases reimbursement	£148.82	22-May-25

Account 1 (Precept) Income: £0

Account 2 (Library) Expenditure:

Window cleaning	£33	15-May-25
Library cleaning	£180	15-May-25
BT (Library landline)	£38.24	15-May-25
Soundproofing Office 4 labour cost	£65	15-May-25
Soundproofing panels	£284.97	15-May-25
Gas library	£167.41	21-May-25
Fire Alarm	£19.54	27-May-25
Burglar Alarm	£62.92	27-May-25
BT (PC landline)	£38.92	27-May-25
CCTV	£43.20	30-May-25
Deposit refund Offices 1 and 2	£600	30-May-25
Electricity library	£188.96	02-Jun-25
Water bill	£187.52	06-Jun-25
Lighting Selman Park	£21	10-Jun-25

Account 2 (Library) Income: from 14th May to 10th June Rental income: £ 1854 (includes £618 deposit for new tenant in Offices 1 and 2)



**Minutes of the meeting of the Heddon Village Trust Charity Meeting held on
Wednesday 11th June 2025 at 8:30 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: 0 present**

**Minute
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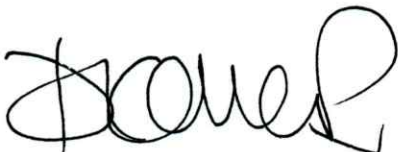
Agenda item

1. APOLOGIES FOR ABSENCE: None

2. M and G Charity funds

All councillors are trustees of two charities; The Heddon Village Trust and The War Memorial Charity. The Heddon Village Trust charity holds two 'Charibond' (Charities Fixed Interest Fund investment funds) through M and G Investments. M and G Investments have advised that the Charibond Fixed Interest Fund will be closing on 19th June as it is no longer performing well in the current economic climate. Therefore, councillors can either sell the shares or move them to a different fund with M and G Investments. Councillors voted to move the shares to another fund to see how they perform. The relevant forms were signed. The clerk will contact M and G Investments to inform them of the council's decision.

The meeting closed at 8.35pm

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