

**Minutes of the meeting of Heddon-on-the-Wall Parish Council held on
Wednesday 19th March 2025 at 7:00 p.m. in Heddon Community Library**

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

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

Minute

Agenda item

No.

1. **APOLOGIES FOR ABSENCE:** R. Adams [RA]; J. McGreevy [JM]; L. Irving-Munro [LIM]; D. Matthews [DM];
2. **WELCOME GUESTS AND RESIDENTS AND ASK THEM TO SHARE MATTERS OF INTEREST:**
One resident attended the meeting and enquired about adult gym equipment being installed in the Welfare Field. They objected to this on the grounds that the Welfare Field should be used as a children's playground. Cllr. Keller explained that the idea behind the adult gym equipment was to provide something for teenagers, as feedback from residents has shown a need for this. Cllr. Keller also explained that the ideas shared with residents are possibilities and that feedback received from residents will be considered when councillors make decisions.
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 on the Wall Education and Training Trust (HETT).
4. **MINUTES OF THE PREVIOUS MEETING: RESOLVED:** The minutes of the Parish Council meeting on 12th February were approved and signed by the Chair.
5. **MATTERS ARISING AND REVIEW OF ACTIONS:** covered elsewhere
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
Allotment fencing £489.54	BT Library account £35.96
Plaques for trees £45 (clerk reimbursement)	Hedge cutting £240
Flowers £27 (clerk reimbursement)	Signs Welfare Field £126
Library cleaning £180	Electrician EICR certificates £120
Selman Park Quarter 4 rent £350	

The following invoices, which arrived just after the February meeting and which were paid to avoid late payment charges, were also approved:

BT Library landline (Feb) £35.29 (paid 17/02/25)

HT Roofing £130 (paid 17/02/25)

All Clean £33 (Feb) (paid 27/02/25)

BT have confirmed that the Parish Council landline account has now been moved to monthly direct debit billing. We have not yet heard about the library account.

- b) To consider any applications for grants or donations received at least 3 days before the meeting: **None received**

Item not on the agenda:

Northumberland County Council Payroll had informed the council that the clerk was eligible for an incremental pay progression from 1st April 2025. Councillors discussed and **agreed** to approve the increment.

Cllr. Dryden undertook the quarterly financial checks with the clerk prior to the March meeting. The relevant form was completed and will appear in the Minutes folder with the March minutes.

7. HR POLICIES:

To discuss HR policies which may need drafting or reviewing. It was **agreed** to adopt the Equality and Diversity and Safeguarding policies drafted by Cllrs. Keller and McGreevy and shared by email in advance of the meeting.

8. NORTHUMBERLAND COUNTY COUNCIL:

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

Updates:

Local Transport Plan – no feedback yet

School Street Scheme – awaiting implementation dates as to when works will commence on Trajan Walk

Welfare Field and Memorial Park Lighting request – no feedback yet

Welfare Field Enhancement project donation request – no feedback yet

Electric Car charger scheme – no feedback yet

Any Other business

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: the low water pressure at the higher end of the allotments was discussed. Prior to the meeting, the clerk had sought advice on what could be done to improve this. The options presented (raise the water tank, increase the diameter of the pipe) are not feasible due to costs and practicalities such as disruption to water supply. Water is available at the allotment site and can be accessed from the main tap on the tank and the tap at the lower end of the site. Cllr. Keller reiterated that the Parish Council had undertaken to replace the damaged water tank and that the contribution from allotment holders is towards the cost of the replacement tank.

Welfare Field Enhancement project update: Cllr. Wilson will share feedback from residents with the full Parish Council in April. It was **agreed** that the Parish Council would earmark £50,000 to be spent on the Welfare Field enhancement project. Delays in this project have been encountered due to anti-social behaviour.

Selman Park update: It was **agreed** to review the use of Selman Park in April

Allotments update: covered in AO report, rent invoices will go out before the end of March.

Inspections will take place on a six-monthly basis.

Any other matters e.g. quotes for work: a quote for £187.50 was submitted for the fencing work on Taberna Close. Councillors **agreed** to proceed with this work.

It was **agreed** that Sustainable Heddon and Cllr. Oatway would consider options for the maintenance of the Butterfly Garden.

Cllr. Oatway informed councillors that the Climate Change Fund application (discussed at the February meeting) had been successful. Cllr. Keller thanked Cllr. Oatway and Sustainable Heddon for their hard work.

Sponsored trees damaged in the storm – it was **agreed** to order slightly larger replacement trees (14 – 16cm) which will be better able to withstand storms. It was **agreed** to order 7 trees (4 rowan at £206.25 +VAT and 3 birch at £175 + VAT). This project is now closed.

10. PLANNING APPLICATIONS:

Planning consultations:

24/04272/VARYCO – River Heights 16 Station Road – variation of plans

Planning decisions:

25/00137/FUL – 5 Antonine Walk – permission was **GRANTED** for a proposed single storey rear extension.

25/00246/FUL – Heddon Steads Cottage – permission was **REFUSED** for a new detached garage.

11.

CORRESPONDENCE: none requiring action

12.

ANY OTHER BUSINESS: Cllr. Ince will be organising a village litter pick on 26th April.

13.

NEXT MEETING

That the date of the next meeting shall be Wednesday 9th April 2025 at 7pm.

CONCLUSION OF MEETING The meeting closed at 8.31pm

Income and Expenditure from 12th February to 18th March:

Account 1 (Precept) Expenditure:

Additional grass cuts NCC	£1,006.90	13-Feb-25
External audit 2024	£378	13-Feb-25
Grounds Maintenance	£414	13-Feb-25
Heddon Gossip	£60	13-Feb-25
Postage	£11.60	13-Feb-25
Courant vouchers	£26.88	13-Feb-25
Garden Waste	£54.50	13-Feb-25
NCC Payroll	£1,197.94	16-Feb-25
NCC Payroll Admin fee	£20	16-Feb-25
NCC bins collection	£16.70	16-Feb-25
Library drain unblocking	£90	17-Feb-25
Allotment water tank ball valve fix	£40	17-Feb-25
NCC Payroll	£1,890.07	16-Mar-25
NCC Payroll Admin fee	£20	16-Mar-25

Account 1 (Precept) Income: £0

Account 2 (Library) Expenditure:

Library cleaning	£165	13-Feb-25
Electrician PAT testing / outdoor light	£160	13-Feb-25
Petty Cash voucher	£100	17-Feb-25
BT (Library landline)	£35.29	17-Feb-25
Gas library	£281.15	18-Feb-25
Fire Alarm	£19.54	25-Feb-25
Burglar Alarm	£62.92	25-Feb-25
BT (PC landline)	£36.92	27-Feb-25
Window cleaning	£33	27-Feb-25
CCTV	£43.20	28-Feb-25
Electricity library	£244.73	04-Mar-25
Lighting Selman Park	£21	10-Mar-25
Water library	£147.35	10-Mar-25
Gas library	£199.99	18-Mar-25

Account 2 (Library) Income: from 12th February to 18th March Rental income: £ 1509

APPENDIX

MAINTAINING OUR VILLAGE FOR ALL:

ACTIONS:

LB contact Community Police Officer re incidents in village – fires, graffiti

MW to contact school to arrange a catch up meeting

LB – artist mural in Memorial Park shelter – ask DB to bring more information / designs to April meeting / show examples

LB – election notice to go up tomorrow

IMPROVING OUR VILLAGE FOR ALL:

ACTIONS:

LB - Reply to resident about memorial bench – consult with DK

LB / LT – organise graffiti cleaning

FINANCE AND ASSETS:

ACTIONS:

LB contact J. Cotton re Hedge cutting

MW to contact Cllr. Jackson re update on projects

LB to invoice 2 new tree sponsors

OTHER:

ACTIONS: