

**MINUTES OF PARISH COUNCIL & AGM OF HAYDON PARISH COUNCIL,
ON 26TH SEPTEMBER 2024.**

Present : Cllrs E. Faulks, B. Howard, T. Simmonds, K. Richardson, D. Robson, A. Sharp and J. Thompson; members of the public and C. McGivern (mins.)

1. Public participation –

- a) Peter Ninnim set out the problems he is having with water running down the road opposite Haydon View and ending up at his property. 4-5 inches of water often run around his house and into the garage. NCC carried out work at this location in the past, but the problem has not been resolved. The Clerk and Cllr Sharp will both request a camera survey.
- b) James Walmsley described the difficulties residents of Belmont Gardens are having with the deterioration of the lane and lack of maintenance of trees overhanging the lane at the school. The Clerk will write in support of resident's request for work to be carried out.

2. Apologies were received from – Cllrs F. Fuller, J. Keyte, and A. Kirsopp.

3. Election of Chair and Vice-chair – Esmond Faulks and David Thornhill were re-elected to their respective posts.

4. Declaration of interest in items on the agenda - Cllr Richardson declared an interest in the Planning application 24/01327/FUL relating to Marshall's yard.

5. Minutes of the previous meeting – having been circulated were agreed and signed.

6. Northumberland County Council –

- The resurfacing of Ratcliffe Rd has been completed. White lines will be painted on the 15th of October. Cllr Sharp hopes to have a final plan for the rest of the work to be carried out for the next meeting.
- NCC are happy for a cigarette bin to be attached to a lamp post, but not on the bridge structure itself.
- Crown lifting of trees on Church Street will be done and pollarding will be done later.
- The sale of Haydon Park is proceeding, but still awaits approval from Dept of Education.
- Hedge beyond Innerhaugh Mews will be pruned.

(Cllr J. Thompson entered the meeting.)

- From his Member's Allowance Cllr Sharp hoped to contribute to work at Brigwood, the Community Centre and the Nurture Project.
- A camera survey is awaited at Cruel Syke regarding water on road.
- A litter pick has been done on the worst parts of the A686.

- The road sweeper has been around the village, but Cllr Richardson complained about the state of Station Road. The railway wall is also in a bad state in places, but this is the responsibility of Network Rail.
- Cllrs Fuller, Kirsopp and Sharp had a good meeting with NCC to look at road safety near Shaftoe Academy. New road markings should help make driver priority clearer.
- A speed survey was conducted in the area of the Showfield and Shaftoe St and data has been passed to the Police. Cllr Sharp will be meeting with Kate Benson in 2 weeks time. NCC asked if any Cllrs would like to volunteer to carry out speed monitoring.
- Cllr Sharp had attended the AGM of the Scouts and said how impressed he was with the group. They recently had a trailer stolen and Cllr Sharp will contribute to the cost of replacing equipment.
- NCC have agreed that there will continue to be a separate polling station at Langley

7. Highways –

- Parking at Anchor Court** – a reply was received stating “The staff at AC do utilise the car parking allocated but park outside the client in flat 3’s window when there are no spaces left and it is available as more often than not there is someone else parked there. I will remind all staff about using the car park within AC as a priority over the street parking but all staff prefer to park in the private parking anyway for safety.”
- Cigarette bin for old bridge** – The Clerk had found a suitable bin for around £20 – It was agreed to discuss this at the next meeting.
- Dog fouling stickers** – new signs have been put up around the village. The dog bag dispenser on bridge has also been topped up.
- Tree pruning Church Street** – NCC had replied to say that the trees would be crown lifted.
- A noisy manhole cover outside 36 Tyne View Close – was reported to N’bria Water** – they investigated and said *‘Arrived at location and inspected manhole outside of Number 36. Manhole chamber and lid are all still intact. No damage to any Northumbrian Water asset. Tarmac around the manhole lid has started to come away slightly, but not to a degree that requires a repair.’*
- Water on road near Shaftoe Academy** – was reported to Justin Coan at Youngs RPS.
- Bins at Shaftoe Green** – The Clerk had sourced replacement bins, but is waiting for approval from NCC. Also one of the bins (at the top of the steps) was being emptied by the Handyman.
- Hedge at Innerhaugh which needed cutting back** – was reported and the work will be carried out.
- Bins outside Claire’s shop** – The Clerk has made an insurance claim and the insurers will pay for new bins and installation.
- The Bridges Inspector at NCC had written to say that they would replace the **mesh panels on the bridge** from this year’s budget and he hoped that work would begin soon.

- k) Cllr Kirsopp had sent in a request for a **blocked drain near the war** memorial to be looked at again. Cllr Sharp will request a camera survey.
- l) Cllr Kirsopp had reported that **water was running off the Showfield estate onto the road opposite Douglas Gardens**. This will be reported to Riverside.
- m) Cllr Kirsopp had sent in a request for **dropped kerbs at Greenwich Gdns** – Cllr Sharp will follow this up.
- n) Cllr Robson said that he had narrowly avoided other vehicles travelling along Shaftoe Street one evening. This may have to be looked at again.
- o) Cllr Richardson reported a problem with a bin at Hordley Acres, she will send details to Cllr Sharp.

8. Lighting – nothing to report.

9. Planning applications –

24/02863/FUL : Detached single garage at Belmont House – NO OBJECTIONS.

24NP0080 & 24NP0086LBC : Listed building consent & plans for change of use from existing lightly used agric barn to a self-serve kiosk for Hadrian's Wall walkers at Sewingshields Farm – extension granted to 26/09/24 – THE PC SUPPORTED THIS APPLICATION.

24/03127/FUL : Removal of existing buildings and change of use of land from haulage site to residential use including the erection of 9 dwelling houses on land at Station Road – THE PC SUPPORTED THIS APPLICATION.

10. Accounts – as in the budget.

11. External Audit –

This has been completed with the following comments –

Minor scope for improvement in 2024/2025

The internal control objective (K), 'if the Authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt', was ticked 'No' by the internal auditor when the Council was not exempt in 2022/23. The box should have been ticked 'not covered'. In future, the Council should ensure the annual return is accurate and complete – The Internal Auditor will be reminded to tick the correct box.

The internal control objective (F), 'petty cash payments were properly supported by receipts, all petty cash expenditure was approved, and VAT appropriately accounted for', was ticked 'yes' by the internal auditor when no petty cash was held by the Council. The box should have been ticked 'not covered' or N/A and an explanation provided if no petty cash held. In future, the Council should ensure the annual return is accurate and complete - The Internal Auditor will be reminded to tick the correct box.

Email management

All Parish, Town and Community Councils are eligible to use, and are advised to use, a .gov.uk domain for their websites and email communications. Your community, suppliers and partners will now reasonably expect a local council to have a .gov.uk domain name. If the Council has not created a generic email address by 31 March 2025, then this could result in either a qualification or other matter on the 2024/2025 AGAR – The Clerk will investigate creating new email accounts.

Under Other matters not affecting our opinion but which we draw to the PCs attention they said –

The Council asserted that it ensured an effective internal audit during the year but the Internal audit report was dated after the Annual Governance Statement. There was limited internal audit testing of 2023/24 transactions or controls at the time the Annual Governance Statement was approved. In future, the Council should ensure that sufficient internal audit testing of the relevant year's transactions and controls has been completed before the Annual Governance Statement is approved – The Clerk will ask if the Internal Audit can be carried out earlier in the year.

12. Correspondence –

- a) Emails were received from Louise Alderson regarding a hedge within the play area at Innerhaugh, as well as a hedge outside the play area. The hedge within the play area will be cut back and Cllr Sharp is looking at hedge outside the play area.
- b) Review of the Definitive Map and Statement of Public Rights of Way received from NCC regarding proposal to add a footpath at Brigwood.
- c) Emails were received from Chris Armstrong regarding rubbish alongside the old farm shop and signs on the A69. The Clerk has reported this to NCC. It was agreed that the PC would not ask Roadlink to look at the signs again, as in fact businesses have closed since the last review.
- d) Details of a Bus Service Improvement Plan - Safe and Accessible Bus Infrastructure Funding were received from NCC.
- e) A report of an overgrown footpath at Plunderheath was passed on to Phil Harley, who agreed that Phil Harley could clear this path.
- f) Russell Mousey had written to ask for resident's parking on Church Street following implementation of charges at the station – It was agreed that the PC did not want to request residents parking as this would set a precedent, and there are no spaces to replace the ones lost at this location.
- g) A briefing note that ... prepared for parish councillors about the Local Nature Recovery Strategy (LNRS) and details of a survey were received from NCC.
- h) Regarding an exchange of wreaths for the war memorial Carnforth PC had emailed to say "Here's what we are proposing for the exchange of wreaths. Rather than send full wreaths through the post it might be easier if we mail each other a copy of our central plaques and these get inserted into a wreath locally. The Clerk will request more information.
- i) A request for an update on the damaged wall at Station Yard was received from Dawn Wylie. The Clerk will reply to say that it has not been possible to find someone responsible to pay for repairs.

13. Parish Projects –

- a) **Development Trust** – Cllr Faulks said that a new 2 monthly Haydon Newsletter would appear online shortly. This will be 4 pages of A4. There will be a link on the village website, and people can subscribe from there. A request was made for one of the trees in front of the library to be removed as it is blocking light to the building. The Clerk will contact NCC. There had been an event to re-launch the library and 60-70 people had attended. Some new volunteers signed up as a result of this and £250 was made from the sale of plants and caked.
- b) War memorial – Cllr Fuller had asked about the maintenance of the war memorial. It was noted that James Brown had tidied this area last year and painted the chain fence around it. The PC are happy with how it looks.
- c) Handyman vacancy – Details of the vacancy will be sent to a possible candidate.
- d) Butterfly decline – Cllr Fuller had asked what the PC could do to help halt the decline of butterflies in the Parish. To be discussed at the next meeting.

14. Any other business –

- a) It was noted that the Shaftoe Academy had a picture of Shaftoe Green on their promotional information, and the Clerk will ask if they would be willing to empty the bin on the Green that the Handyman had previously emptied.