

**Minutes of the Annual General Meeting (AGM) of Allendale Parish Council  
held in Allendale Village Hall on Thursday 3<sup>rd</sup> May 2018  
(including minutes of the Planning Sub-Committee)**

**Present:** Councillors Philipson (Chair), Baxter, Crellin, Dunn, Galley, Henderson, Lee, Quinn, Sandison, Simmonds & Walter  
County Councillor Horncastle  
H Newsome (Clerk)

**Planning applications**

**18/01093/FUL - Folly House, Catton**

The Parish Council unanimously agreed to **support** the first part of the proposal, the change of use to provide a tea-room and parking area. The Council discussed the second part of the proposal to erect glamping pods, and whilst Cllr Henderson had no objections to the pods she was overruled by the remaining Councillors who agreed to **object** to the application as it is not in keeping with Allendale Neighbourhood Development Plan, ANDP 1: General Development Principles and ANDP 4: New business accommodation and tourism facilities.

**18/01179/FUL - Bridge End Mill, Allendale**

The Parish Council has **no objections** to the application.

**18/01173/FUL - Parlour House, Sinderhope** (Cllr Philipson declared an interest in this application). The Parish Council unanimously agreed to **object** to the application on the basis of the size of the development and design of the industrial style buildings that are out of character with the house and environment.

**18/01046/FUL - Land At North East Of Burn Tongues, Allendale** (Cllr Henderson declared an interest in this application).

The Parish Council has **no objections** to the application.

**18/01228/VARYCO - Low Sunniside, Catton**

The Parish Council has **no objections** to the application.

**18/01156/FUL - Land North Of Meadow Gate, Catton**

The Parish Council has **no objections** to the application.

**18/00702/LBC - Selah House, Arnison Terrace, Allendale** (Cllr Henderson declared an interest in this application). The Parish Council has **no objections** to the application.

**18/01323/FUL - Land South West Of Harlow Bank, Common Bank, Whitfield** (Cllr Baxter declared an interest in this application). The Parish Council unanimously agreed to **object** to the application because of the proposed isolated site.

**1) Welcome and Introductions**

Chair, Cllr Philipson welcomed members of the public to the meeting.

## **2) Apologies for absence**

Cllr Howard

## **3) Declarations of Interest**

Cllr Baxter declared an interest in the Allendale Agricultural Society

Cllr Crellin declared an interest in the Dale Singers, Allendale Folk Festival & Allen Valleys Promotions Ltd and St Cuthbert's Church

Cllr Dunn declared an interest in Allendale Primary School, Allendale Sports Club & Allendale Golf Club

Cllr Henderson declared an interest in the Allendale Agricultural Society, Allendale Horticultural Society and Allendale Baby & Toddler Group

Cllr Lee declared an interest in Allendale Primary School, Arnison Jubilee Almshouses & Health Walks

Cllr Philipson declared an interest in High Forest Community Association, Allenheads Trust & Natural Ability

Cllr Quinn declared an interest in Natural Ability

Cllr Sandison declared an interest in Allendale Film Club

Cllr Simmonds declared an interest in St Cuthbert's Church, North Pennines AONB Partnership Board & Allen Valleys Landscape Partnership Board

Cllr Walter declared an interest in Allen Valleys Drama Group

## **4) Election of Chair**

Cllr Philipson proposed Cllr Crellin, seconded by Cllr Galley – agreed unanimously.

## **5) Election of Vice-Chair**

Cllr Philipson proposed Cllr Galley, seconded by Cllr Simmonds – agreed unanimously.

## **6) Public Participation**

There were eight members of the public in attendance.

### **Withdrawal of play equipment at Allenfields**

Members of the public expressed their distress at the recent removal, by Karbon Homes, of the play equipment at Allenfields. They drew attention to an item that had appeared in the Northern Housing Consortium, in which ISOS Housing announced half a million pounds investment into 11 children's play areas across Northumberland, including Allendale, where work to improve the play facilities at Allenfields was to have been carried out in 2015/16.

County Cllr Horncastle said that it was his intention to get the play park reinstated and that he would work with Northumberland County Council to find funds to do this. Councillors discussed the status of the park in light of local residents' concerns that the land may be developed for housing. Co Cllr Horncastle agreed to also check the legal position of the play area and whether it

is classed as open space/amenity land. Co Cllr Horncastle said that he was very hopeful about getting the play equipment back and he would keep local residents informed of the progress he makes through Cllr Walton.

#### **Maintenance of footpath**

In response to continued public concern about the condition of the public footpath between The Peth and Mill Cottages, Cllr Lee said that he was working with Duncan Lovatt, the Footpaths Officer who is awaiting an estimate for the repair to the footpath. There was a general discussion about this well used footpath and its appeal to tourists being part of Isaac's Trail, as well as its importance to the local economy. Cllr Lee said that the Footpaths Officer was following NCC procedures and these take time, and he is doing his best to see that the work gets done given the significance of the footpath to the county trail.

#### **Drainage at Denefields**

County Cllr Horncastle said that work to correct the lack of drainage for surface water that collects and freezes on the footpath at Denefields would be fixed by NCC now that the snagging period is over. However, he said that all efforts at present were on repairing the damage to the roads over the winter and that this was the priority of the Highways team. Co Cllr reassured the public that the drainage work at Denefields would be done after that.

#### **Education in West Northumberland consultation**

Maggie Keyte said that she thought that it was relevant that Allendale Parish Council respond to the recent education consultation and that she could not find any vindication of its view not to respond and asked what the relevant legislation is. She also expressed her delight at finding out that County Cllr Horncastle would be on the newly appointed interim executive board that is to oversee Haydon Bridge High School (HBHS), but she remained concerned about the future of the school she said. County Cllr Horncastle confirmed that the consultation is now closed with the proposals expected to be 'rubber-stamped' by the Cabinet in July. He explained in some detail the main outcomes from the consultation that included keeping Haydon Bridge High School open as an 11-18 local authority maintained secondary school offering both educational and vocational courses to 6<sup>th</sup> formers. Co Cllr Horncastle confirmed that he has been appointed as a member of the interim executive board along with four education specialists and that they would be working with staff, parents and the community to develop a strategic plan that will enable there to be a long-term future Haydon Bridge High School. Co Cllr Horncastle emphasised that NCC is totally committed to keeping the school open.

#### **Post-16 Transport Policy**

County Cllr Horncastle was pleased to inform the meeting that changes to the Post-16 Transport Policy will make free travel available for most 16 – 19-year olds who live more than three miles away from their local school or college after paying a £25 administrative fee.

County Cllr Horncastle said that more permanent repair work to the damaged roads had begun and that NCC were having to buy more Paving (?) machines to carry out the work.

### **7) Adoption of Standing Orders**

Cllr Simmonds proposed, seconded by Cllr Quinn and agreed unanimously that the Standing Orders be adopted.

### **8) Adoption of Financial Regulations**

Cllr Quinn proposed, seconded by Cllr Sandison and agreed unanimously that the Financial Regulations be adopted.

### **9) Appointment of Committees**

Cemetery – Cllrs: Crellin, **Howard**, Philipson, Simmonds & White

Finance – Cllrs: **Crellin**, Howard, Philipson, Sandison & Simmonds – Cllr Simmonds proposed, and Cllr Philipson seconded Cllr Quinn to join the Finance Committee. Clerk to arrange for the monthly bank statement to be sent to Cllr Quinn instead of Cllr Crellin.

Rights of Way & Access – Cllrs: Crellin, Dunn, **Lee**, Quinn & Sandison

Towns & Villages – Cllrs **Dunn**, Galley, Henderson, Lee, Sandison & Walter

Cllr Dunn proposed, and Cllr Sandison seconded that each committee meets and elects a chair. She also proposed that Cllr Lee chair the Rights of Way & Access Committee. Cllr Simmonds proposed instead to nominate a ‘convener’ for each committee who is responsible for bringing their group together (conveners names emboldened above) and this was agreed.

High Forest Committee – Cllr Howard

Haydon Bridge & Allendale Medical Practice, Patient Participation Group – Cllr Crellin

Allendale Village Hall & Recreation Ground – Cllr Sandison

Allenheads Trust – Cllr White

Allendale Education Endowment Trust – Cllrs: Howard & Sandison

Arnison Jubilee Almshouses – Cllr Lee

### **10) Minutes of the previous meeting held on 5<sup>th</sup> April 2018**

Cllr Philipson proposed, and Cllr Galley seconded that the minutes of the meeting held on 5<sup>th</sup> April 2018 be agreed and signed as a correct record.

### **11) Matters Arising**

#### **Cllr Quinn’s Council Tax complaint to Northumberland County Council**

Cllr Quinn said that a representative of NCC had responded to his complaint about information presented in Council Tax bills. He explained to Cllr Quinn that legislation in place allows *all* local authorities to express the figures in column *% change from 2017/18* in the way it does. Cllr Quinn said that NCC had received complaints from others too and that he has asked his MP to follow up on the misrepresentation of the information.

#### **Re-cobbling of Market Place**

The Council agreed to the revised estimate provided by Coulson Construction Ltd and asked the Clerk to include Cllr Galley in future discussions on the planning and timing of the work.

#### **Lighting in Council Yard, Shilburn Road**

Clerk to arrange for NCC to adjust (reduce) the brightness of the very bright light in the Council Yard on Shilburn Road.

#### **Refurbishment of BT telephone kiosk**

Clerk to ask BT if it will refurbish the telephone kiosk.

**Post and wire fencing on B6295, Allenheads**

Clerk to ask Cllr White to investigate the reason for post and wire fencing that has recently been put up next to the B6295 road, on the left, just outside the village heading south.

**12) County Councillor update**

County Cllr Horncastle said that the cause of the delay to installing the crossing at Store Bank is that the Street Lighting department have not yet prepared the lighting spec for the work.

Co Cllr Horncastle said now that he has come through an extremely busy period he will follow up on his actions including finding out what the plans are for the Primary School.

**13) Allendale Market Place****Street bin outside Tea Rooms**

Clerk to order a replacement metal sleeve to be fitted in the street bin outside the Tea Rooms so that the waste can be collected and emptied once again.

**14) Play Park Allenfields**

This item was discussed with members of the general public under item 6) Public Participation.

**15) Correspondence****Councillor Mike Quinn**

The Council discussed Cllr Quinn's proposal that there should be a "No heavy vehicles over 7.5 tonnes" restriction on Lonkley Bank in view of the recent damage to the verges caused by a 44-ton articulated lorry. Clerk to seek the advice of County Cllr Horncastle. It is noted that there would also need to be a corresponding sign at the top of the bank, near the "T" junction with the road down to Shilburn.

**Waste bins in Allenheads**

Clerk to order a replacement bin for Allenheads and consult locally to agree a suitable location for the new bin.

**Steven Robson, Principal Planner, Northumberland County Council**

Clerk to thank Steven Robson for his correspondence and inform him that the Council agrees with NCC's proposed approach to settlement boundaries and site allocation policies within the Local Plan. That is, that the Local Plan will not define a settlement boundary or make site allocations given that Allendale Neighbourhood Development Plan chose not to define these.

**David Laux, Head of Technical Services, Northumberland County Council**

Councillors to respond individually to the road hierarchy survey by 1<sup>st</sup> June 2018 deadline. Clerk to forward details to Nigel Baynes.

**16) Social Media**

Cllrs Baxter and Henderson to take further advice about the most suitable type of Facebook account to use for Council business. Clerk to make enquiries with other Parish Council Clerks.

**17) Data Protection and Freedom of Information (FOI) update**

The Clerk had attended the Data Protection & Freedom of Information (FOI) briefing on 25 April to help the Council prepare for compliance when the new General Data Protection Regulation (GDPR) takes effect on 25<sup>th</sup> May. She said that the Northumberland Association of Local Councils (NALC) have provided helpful information, including a Toolkit Action Plan and templates that the Council can adapt for their use. Clerk to circulate information to Councillors in preparation for a fuller discussion at the next meeting.

### **18) Accounts for Payment**

R Ford (Village Keeper)	£ 55
Allendale Village Hall (room hire on 5 <sup>th</sup> April)	£ 25
V Dunn (Wood stain for benches)	£ 31.99
M Robinson (Grass cutting in April)	£ 765

#### **Income:**

J B Colman & Co	£ 100
Northumberland County Council Precept	£ 19,000
Northumberland County Council (cemeteries double charge)	£ 212

Cllr Philipson proposed the accounts for payment, seconded by Cllr Galley.

Bank balances as at **23<sup>rd</sup> April 2018**

Treasurer's Account - **£61,529.36**

Business 30 Day Notice Account - **£5,229.21**

### **19) Matters for next month's agenda**

Data protection and Freedom of Information (FOI)

Annual Governance and Accountability Return for 2017/2018

### **20) Date of next Parish Council meeting**

The next Parish Council meeting will take place on **7<sup>th</sup> June 2018** in Allendale Village Hall at 7pm.

The meeting ended at 10:00 pm