

**Minutes of Allendale Parish Council Meeting**  
**held on**  
**Thursday 9<sup>th</sup> June 2022 at 7pm at Allendale Village Hall**

**Present:** Cllr Simmonds (Chair), Councillors Beck, Coulson, Graham, Halliday, Kirk, Swaile, Villiers-Stuart and White

H Newsome (Clerk)

**Annual Parish Meeting**

The Council discussed how to encourage more community engagement with the 2023 annual parish meeting. It agreed that it should provide a forum for residents to raise matters of interest and/or concern and to present information about key projects the Council was working on. The Council agreed to start planning for the 2023 meeting at its December 2022 monthly meeting with the aim of achieving more public participation.

**1) Apologies for absence**

Cllrs Howard, Philipson, and Stevenson  
Co Cllr Horncastle

**2) Declarations of interest**

Cllr White updated his declaration; see APC's website for full list:

[Declarations of Interest \(new council 2022\) 0.pdf \(northumberlandparishes.uk\)](#)

**3) Planning Committee – planning applications**

**22/01302/FUL - Studdon Dene Farm Allendale and 22/01303/FUL - Studdon Dene Farm U8013 Haggburn Gate Junction To Green Hill Allendale**

Cllr Swaile declared an interest and abstained but commented on the plans as a member of the public.

Cllr Beck declared an interest and abstained.

Cllr Kirk proposed **no objections** with Cllr White seconding this, as it was keeping with Allendale Neighbourhood Development (ANDP) Plan Policy 1: General Development Principles, Policy 4: New business accommodation and tourism facilities, para (b) (ii), and Policy 7: Conversion of Buildings in the Open Countryside, and there was a majority decision to carry the motion.

(see also **Public Participation** below).

**22/01641/FUL - Staward Villa Farm Colliery Lane Catton**

Cllr Kirk proposed **no objections** to the application with Cllr Henderson seconding this, and the Council unanimously carried the motion.

**22/01583/FUL - Low Rigg High Shield Bank Allenheads**

The Council discussed the application, and it was concerned about the change to the overall design and scale of the garage. Cllr Swaile proposed **to object** to the amendments to the original garage design that now included office space above and a car port with Cllr Halliday seconding this, as it was not in keeping with Allendale Neighbourhood Development (ANDP) Plan Policy 9: Extensions to Dwellings bullet point one, and there was a majority decision to carry the motion. Cllr Villiers-Stuart abstained.

However, the Council unanimously agreed to **no objections** to the addition of the shed, poly tunnel, lean to porch and sunroom part of the application.

**22/01541/VARYCO - River View Lodge The Peth Allendale**

Cllr Graham proposed **to support** the application with Cllr Villiers-Stuart seconding this, and the Council unanimously carried the motion.

The Council discussed the rules around when councillors were and were not required to declare an interest when discussing planning applications, and agreed to seek further clarification from Stephen Rickitt, Chair of NALC when he delivers the councillor induction training on 23<sup>rd</sup> June.

#### **4) Public participation**

There were three members of the public in attendance.

One member of the public with an interest in planning applications **22/01302/FUL** and **22/01303/FUL** responded to the Council's concerns: a) to protect the Byway Open to All Traffic (BOAT); b) regarding the proper discharge of wastewater; and c) regarding the addition of new buildings.

#### **5) Minutes of the previous meetings held on 5<sup>th</sup> May 2022**

The Council agreed that the minutes of the meeting held on 5<sup>th</sup> May 2022 should be signed by the Chair as a correct record.

#### **6) Matters Arising**

##### **Appointment to Committees**

The Council agreed to ask Cllr Stevenson if he would represent the Parish Council on the Allendale Village Hall Trustees Committee.

##### **Playzones**

Cllr Beck to consult with Valeria Dunn and Alison Hawkins with a view to putting in an application to Kathie Keady, Sports Manager to develop a multi-sport Playzone in the area behind the primary school sports hall.

##### **Speed bumps**

The Clerk to ask Co Cllr Horncastle for a timescale for the installation of interactive speed signs close to Allendale Primary School.

#### **7) County Councillor and Northumberland County Council update**

Co Cllr Colin Horncastle had previously sent his apologies to the meeting.

#### **8) Community governance review**

The Council discussed the governance review that the community was currently being consulted on and agreed that the proposal to reduce the number of councillors to just eight or nine would be detrimental to its work in the parish. The Council agreed that the parish was currently benefitting from having a full council that was diverse with members representing a wide range of professions, age groups and geographical areas. It proposed that eleven councillors were a more appropriate number for the size of the parish and the range of work it undertook, and the Council unanimously agreed to this.

Cllr Simmonds said that any change would come into effect at the next parish council election in 2025. Cllr Kirk reminded everyone that everyone could make their own individual representation as part of the consultation process.

#### **9) Annual Governance and Accountability Return (AGAR) 2021/2022**

##### **9.1 To consider and agree any actions arising from the report of the Internal Auditor**

The Internal Auditor Alan Blair had completed the audit procedure and he agreed that the objectives of internal control were being achieved by the Council.

##### **9.2 To approve the Annual Governance Statement**

Councillors had received a copy of the governance statement for 2021/2022.

##### **9.3 To approve the draft annual accounts 2021/2022**

Councillors had received a copy of the draft accounts for 2021/2022.

##### **9.4 To approve the Accounting Statement and Explanation of Variances**

Councillors had received a copy of the accounting statement and explanation of variances for 2021/2022.

Cllr Swaile proposed, seconded by Cllr Kirk, and the Council agreed unanimously **to accept the governance statement, approve the draft accounts for 2021/22, and accept the accounting statement and explanation of variances.**

#### **10) Allotments Committee**

##### **Allotments tenancy agreement**

Cllr Coulson to meet with Cllr Henderson on site to review the extent of Cllr Henderson's allotment.

##### **Increasing the number of allotments**

The Allotments Committee said it had been looking at the garden sharing scheme in Hexham that matched up gardeners with unused space in other people's gardens. Cllr Swaile said that the concept had been trialled in Allendale around ten years ago and had not been successful. Cllr Simmonds said that since the Council had a duty to provide allotment gardens to residents that the focus should be on continuing to investigate how to do that.

#### **11) Cemetery Committee**

There were no actions.

#### **12) Rights of Way & Access Committee**

##### **Riverside footpath (Blackett Level & path at sewage works)**

Area Countryside Officer Duncan Lovatt had confirmed that he was in the process of getting a quote for works to improve the surface at The Peth (502/141) between Blackett level footbridge and the Wolf, and that he would be assessing the riverside footpath between the Sewage Works and Catton (502/026) later in the month.

#### **13) Towns & Villages Committee**

##### **Stakeholder Meeting to discuss and resolve the parking concerns in Allendale Market Place**

Cllr Graham confirmed that the stakeholder meeting would go ahead on **Thursday, 30<sup>th</sup> June at 7:30pm at Allendale Community Fire Station**, Shilburn Road, Allendale, NE47 9LQ. He said that invitations had been hand delivered to all local businesses and that he would shortly be delivering invites to the residents. Cllr Graham said that people were already sharing their ideas on how to make the Square safer and more accessible. The Clerk would post details of the event on the Council's Facebook page.

#### **14) May Fair 2022 update [Allendale Fair – Summer in the Allen Valleys](#)**

Cllr Kirk had shared information on this year's May Fair that because of uncertainty around the pandemic and changes to the bank holidays has been scheduled this year for a weekend in July from **Friday, 15<sup>th</sup> to Sunday, 17<sup>th</sup> July**. He said that as usual the Fair Committee would apply for a road closure for the space enclosed by the main road and the road going down the Peth for Saturday and Sunday, and would publicise the closures widely, in advance. Cllr Kirk said if anyone could spare an hour or two to help with, for example, setting out stalls or managing the car parking then they should get in touch: [About Us – Allendale Fair](#). Cllr Simmonds thanked Cllr Kirk for the update and said that she hoped that it went well.

#### **15) Correspondence**

**Linda Charlton, Deneholme** – The Council agreed that it was willing to consider an application directly from Fawside for building improvements that would help to make the building more viable when the Council next considered grant applications at its 1<sup>st</sup> September 2022 meeting.

**Rachel Brown** – The Council agreed to consider the placing of a memorial bench on Dene Park Corner in memory of her late father, Russell John Handcock once it had received an application in the format requested.

**Carol White** – Cllr Henderson to investigate the request for the parish council to consider trimming the lower growth from the Lime trees lining the main road (B6303) on the east side of the Denelands estate.

**Lindsay Panchyshyn, Housing & Public Protection Service** – The Council agreed to the proposal to name the six dwellings at the Field West of Lea Hall, Catton, **1 – 6(c) Meadow View**, Splitty Lane, Catton, NE47 9AY.

**Chris Bulman** – The Council agreed to give permission to plant a tree on Catton Green to commemorate the Queens Platinum Jubilee. Cllr Coulson to advise Catton Village Hall committee on suitable varieties for the location.

**Trevor Newman** – The Council agreed to help resolve the misunderstanding that Trevor Newman was having with NCC to help progress his planning application.

## **16) Finance Committee**

### **Accounts for payment**

The Council agreed the accounts for payment:

Treasurer's Account: bank balance as of **26 May 2022 - £ 56,157.88**

Business 30-Day Notice Account: bank balances as of **9 May 2022 - £ 16,438.97**

## **17) Matters for 7<sup>th</sup> July 2022 agenda**

Local Transport Plan (LTP) Programme

## **18) Confidential agenda item *(for Council only)***

There was one.

## **19) Date of next Parish Council**

The Annual Parish meeting and next Parish Council meeting would take place on **7<sup>th</sup> July 2022** at 7pm.

[The meeting ended at 21:20](#)