

**Minutes of Allendale Parish Council Meeting  
held on Thursday 5<sup>th</sup> October 2023 at 7pm  
at Allendale Village Hall**

Present: Cllr Philipson (Chair), Beck, Coulson, Halliday, Howard, Kirk, Simmonds, Villiers-Stuart, White and H Newsome (Clerk).

**1) Apologies for absence and councillor news**

Cllrs Graham, Swaile (Vice-Chair) and County Cllr Horncastle sent their apologies prior to the meeting. On behalf of the Council Cllr Philipson acknowledged the resignation of Dani Henderson and thanked her for everything she had done for the Parish Council and her commitment to helping the community and wishing her all the best.

**2) Declarations of interest**

See APC's website for a full list:

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

**3) Planning Committee – planning applications**

**23/03295/LBC Bridge End Cottage, Bridge End, Allendale**

See 23/03548/LBC below.

**23/03548/LBC Bridge End Cottage, Bridge End, Allendale**

Cllr Beck proposed **to support** the application with Cllr White seconding this and the motion was unanimously carried by the Council.

**23/03547/FUL Bridge End Cottage, Bridge End, Allendale**

Cllr Beck proposed **to support** the application with Cllr White seconding this and the motion was unanimously carried by the Council.

**23/03344/VARYCO Rothley Cottage, Catton**

Cllr Kirk proposed **no objections** the application with Cllr Simmonds seconding this and the motion was unanimously carried by the Council.

**4) Public participation**

There were **no** members of the public in attendance.

**5) Minutes of the previous meetings held on 7<sup>th</sup> September 2023**

The Council agreed that the minutes of the meeting held on 7<sup>th</sup> September 2023 be signed by the Chair as a correct record.

**6) Matters Arising**

**Assets of Community Value update**

The Clerk said that NCC's Iain Hedley had confirmed that he had received an application to list the Allenheads Inn as an ACV.

**Allendale Neighbourhood Development Plan (ANDP) Review update**

The Council agreed to ask Cllr Swaile to convene a meeting of the ANDP Review Committee to look at potential areas suitable for new housing and plan the next steps for getting a new affordable housing scheme off the ground. The Council to broadcast information to encourage local people to register for housing with Northumberland Homefinder either online <https://www.northumberlandhomefinder.org.uk/> or using a paper copy application form.

**Review of no dog's rule**

Cllr Howard to remove the no dogs sign from the cemetery gates now that the Council had agreed that dogs would now be allowed into the cemetery provided they were kept on a lead.

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

Co Cllr Horncastle had sent his apologies prior to the meeting with the following updates:

### **Former Allendale First School**

Cllr Horncastle said that completion of the sale of the school had been held up because of ongoing work to split the NWL water supply between the school and Higher Ground. NCC's Estates Office had confirmed that work to clean up the premises including the graffiti would be completed before 18<sup>th</sup> October 2023.

### **Proposed bollards in front of the Co-op Shop**

There was no update from Cllr Horncastle concerning the request to Highways to install a drop kerb and bollards outside the Co-op.

### **Relocation of bus stop in Allendale**

Cllr Horncastle re-confirmed that he would contribute to the costs of installing a new bus shelter on the north-west side of the road where the new bus stop signage had recently been installed.

### **Traffic safety at Allendale Primary School**

Cllr Horncastle said that arrangements were in place to install a crossing point and safety barrier on the school side of the road, opposite the entrance to the Recreation Park, to prevent children from running from the school on to the road at that point.

### **Traffic safety in Catton**

There was no update from Cllr Horncastle concerning what Highways could and would do to improve traffic safety in Catton and the Council.

## **8) Allotments Committee**

Cllr Coulson had offered the vacant allotment to the next person on the allotments waiting list.

## **9) Cemetery Committee**

### **Cemetery wall**

The Council agreed for Alan Murray to re-build the stone wall at the entrance to the cemetery at weekends at the (Defra) going rate, which was when he was available to do the work. Cllr Howard to organise for the delivery of the extra stone needed to incorporate two rows of through stone.

### **Memorial safety update**

Cllr Howard said that he and the Clerk had met with Mark Topping from JB Colman's who had provided an estimate of £580 plus VAT to make safe the two large memorials in the old cemetery that were currently unsafe. Cllr Simmonds proposed that the Council accept the estimate and meet these costs, with Cllr White seconding this, and the motion was unanimously carried by the Council.

### **Request for memorial tree**

Cllr Howard said that he and the Clerk had visited the cemetery and agreed to a request for a memorial tree to be planted at the head of a grave in the woodland area as there were no other trees in the vicinity.

### **Tree works in cemetery**

The Council agreed for Matty Robson to take down the damaged tree that had fallen on the cemetery wall and re-stake the damaged saplings down the main track entrance to the cemetery. Cllr Howard had identified the possibility of die back in the Ash trees but would await confirmation from the tree survey.

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

### **Riverside Path**

Cllr Beck said that Duncan Lovatt's team had stabilised the section of the footpath at Blackett level mine entrance but following on from the severe wet weather a section of the bank had been washed away near the footbridge. Cllr Beck said that Duncan's team were quick to respond and were able to conduct log reinforcement work that allowed access to continue along the Peth footpath (No 141). She said that Duncan was proposing a permanent solution by moving the path away from the river bank, however, this

was an expensive and labour-intensive option and that he was not optimistic about securing funds for the work. The Clerk to thank Geoff Lee for updating the parish council on developments.

### **Allendale Footpath 502/026**

Cllr Beck said that the footpath from the Allendale Sewerage Works in Catton which runs alongside the river in a northerly direction that had been closed for four years was now fully repaired and open to the public.

## **11) Towns & Villages Committee**

### **Bus stop seating and shelter**

The Council discussed what it would take to install a bus shelter on the north-west side of the main road before the winter and acknowledged Cllr Horncastle's assistance in contacting Planning for its guidance on planning permission in a conservation area. Cllr Beck to convene a working group to look at three design options and the practicalities for installing a suitable bus shelter as quickly as possible. The Council agreed to involve the community in choosing the design.

### **Grass cutting**

The Clerk said that Melvin Robinson wanted the Council to know that he thought that his grass cutting was not up to his usual high standards, but the weather had set him back recently, but he hoped to do a last cut before the end of the season. The Council asked the Clerk to let Melvin know that it was very happy with his work. The only comment it had received was that the grass on the Bull Ring needed to be cut.

### **Village tree inspection**

The Council agreed to ask Matty Robson to conduct the second of two visual inspections of the trees each year in Allendale centre, and the annual visual inspection of the Cemetery trees, as soon as practically possible.

### **Village tree works**

The Council agreed that that when more substantial tree surgery was needed it would obtain quotes after the job had been identified, so that work does not automatically go to the arborist identifying the work. However, the arborist identifying the work should not be prevented from quoting for the work and may be awarded the work on a successful quote.

## **12) Correspondence**

**Kirstin, Allendale Co-op** – see Item 7 above.

**George Doody** – The Council discussed the two issues raised by George Doody and agreed that:

- 1) residents that were concerned about the cars that continued to park on the west side of the main road through Catton obscuring the view of the road when exiting Batey Terrace, should contact the Police for further advice.
- 2) there was nothing the parish council could do to encourage visitors and trades people to park on the east side of the road, and that he should contact Highways for further advice.

**Roger Morris** – The Council agreed to Roger Morris's application to install a free standing memorial bench to be placed near Isaacs's Well subject to the Council being happy with the design and materials. The Clerk to request further information from Roger on the proposed design. The Clerk to ask Neighbourhood Services to re-locate the salt bin from its present site but close enough to the area where water freezes and presents a hazard, especially to older people coming from the houses in that vicinity.

**Hayley Watson** – The Council discussed Hayley Watson's proposal and agreed that with two pubs and one designated it was not in the interests of the existing businesses for it to favour one venture over another, and that it should follow the principle set out under Section 137 of the Local Government Act 1972 whereby assistance cannot be given to private individuals. Whilst the Council could and does award small grants under Section 137 of the Local Government Act 1972, it had a duty of care in spending taxpayers' money however small, and that applicants must be formally constituted or have charitable status to be eligible.

### **13) Finance Committee**

#### **External audit report**

The Clerk confirmed that she had received the external audit report from Mazars Accountants that had confirmed that the Annual Governance & Accountability was in accordance with proper practices, and that she had published the notice of conclusion and certificate on the website along with the Year End accounts. Cllr Philipson thanked the Clerk, on behalf of the Council, for the expert work she did on the finances.

#### **Accounts for payment/bank reconciliation**

Cllr Kirk proposed that the accounts for payment, seconded by Cllr Halliday.

<b>Treasurer's Account</b> bank balance as of 30 <sup>th</sup> September 2023	<b>£48,286.43</b>
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<b>Business 30-Day Notice Account</b> bank balance as of 30 <sup>th</sup> September 2023	<b>£11,032.01</b>
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<b>Public sector Deposit Fund of CCL</b> bank balance as of 30 <sup>th</sup> September 2023	<b>£30,000.00</b>
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The Clerk had transferred a further **£30,000** from the Treasurer's Account to the Public Sector deposit CCLA account that would be reflected in the bank balances at the end of the month.

#### **Finance Committee meeting**

Cllr Kirk to convene a Finance Committee meeting in November.

### **14) Matters for 9<sup>th</sup> November 2023 agenda.**

Bus shelter update

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

There was one item.

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

The next monthly Parish Council meeting would take place on **9<sup>th</sup> November 2023** at 7pm at Catton Village Hall.

[The meeting ended at 21:02](#)