

**Minutes of the Annual General Meeting (AGM) of Allendale Parish Council  
held at St Cuthbert's Church Hall on Thursday 2<sup>nd</sup> May 2019  
(including minutes of the Planning Sub-Committee)**

**Present:** Cllr Crellin (Chair), Councillors Dunn, Baxter, Galley, Henderson, Hill, Howard, Lee, Philipson, Quinn, Sandison, Simmonds & White  
H Newsome (Clerk)

**Planning applications**

**19/01084/FUL – Tuffit Cleugh, High Shield Bank, Allenheads** – The Council unanimously agreed to **no objections** to the application.

**Decision notices**

**19/00372/FUL – Ashleigh Cottage, Thornley Gate, Allendale** – **REFUSED**

**18/00273/FUL – Highfield Close, Highfield, Catton** – **GRANTED**

The Council asked the Clerk to check with NCC's Planning Department in what circumstances the Parish Council would be consulted on pre-app planning applications.

**1) Apologies for absence**

County Councillor Horncastle was absent from the meeting.

**2) Declarations of Interest**

No changes, see APC's website for full list: <https://northumberlandparishes.uk/allendale/documents>

**3) Election of Chair**

Cllr Howard proposed Cllr Crellin, seconded by Cllr Hill. There were no other proposals therefore Cllr Crellin continues as Chair.

**4) Election of Vice Chair**

Cllr Howard proposed Cllr Galley, seconded by Cllr Quinn. There were no other proposals therefore Cllr Galley continues as Vice Chair.

**5) Public Participation**

There were two members of the public in attendance.

**6) Adoption of Standing Orders**

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

**7) Adoption of Financial Regulations**

Chair Cllr Crellin proposed that the Finance Sub-Committee (FSC) convene to discuss moving to Internet Banking. If the FSC agreed to the move then it would propose an amendment to the Financial Regulations. The Clerk to get all the relevant information from Lloyds to share with the FSC in advance of the meeting.

**8) Appointment of Committees**

**Cemetery** – Cllrs: Crellin, Dunn, Howard (convener), Philipson, Simmonds & White

**Finance** – Cllrs: Crellin (convener), Howard, Philipson, Quinn, Sandison, Simmonds & White

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

**Towns & Villages** – Cllrs: Dunn (convener), Galley, Henderson, Lee & Sandison

**High Forest Committee – Cllr Howard**

**Haydon Bridge & Allendale Medical Practice, Patient Participation Group – Cllrs Henderson and Hill to work together on any issues arising.**

**Allendale Village Hall & Recreation Ground – Cllr Sandison**

**Allenheads Trust – Cllr White**

**Allendale Education Endowment Trust – Cllrs Howard & Sandison**

**Arnison Jubilee Almshouses – Cllr Lee**

### **9) Minutes of the previous meeting held on 4<sup>th</sup> April 2019**

Cllr Philipson proposed, and Cllr White seconded that the minutes of the meeting held on 4<sup>th</sup> April 2019 be agreed and signed as a correct record.

### **10) Matters Arising**

#### **Catton Triangle**

The Clerk said that she had followed up the Council's request for Highways to do something about the very poor road direction signs and sightlines at Catton triangle following on from multiple complaints from parish residents. She said that Neil Snowdon had confirmed that he was submitting a design brief to propose a new plan for the junction.

#### **Cemetery clean-up**

The Council set a date of Saturday, 11<sup>th</sup> May for the Cemetery clean-up. The Council asked the Clerk to invite the Gravedigger, Jonah Maurice, to meet with the Cemetery Sub-Committee that morning to talk about general issues concerning the cemetery, including grave management.

#### **Dogs off their leads in Deneholme Wood**

Cllr Simmonds said that the existing signs at Deneholme Wood state that dogs should be kept on leads.

#### **Rectory Field**

The Clerk had talked to one of the joint landowners concerning the repair of disused underground water tanks served by springs that are leaking and causing damage to adjacent land. They would talk directly with the owner of Rectory Cottage who had reported that she cannot develop parts of her garden because it is very boggy. The Council asked the Clerk to let the owner of Rectory Cottage know that she could contact the owners of the field through their agent, YoungsRPS, Hexham.

#### **Rights of Way Sub-Committee (RoWSC)**

Cllr Lee said that the RoWSC had met on a recent site visit to look at the Helipad at Dodd End.

#### **Salt dome**

Cllr Quinn said that NCC had now responded to his formal complaint about the approval of the planning application for the Salt Dome at Allendale's NCC Depot. As Cllr Quinn remained dissatisfied with the poor response to his main point of complaint that the planning officer response was badly flawed, he had progressed the complaint to Stage 2. The building of the salt dome was in progress.

#### **Strimmer**

Cllr Philipson confirmed that he had ordered a new strimmer from Carrs Billington with 10% discount.

#### **Traffic calming past Allendale Primary School**

The Council had a full discussion about the measures currently being put in place to reduce traffic speeds near the school, including the granite setts (aka rumble strips) and the single and double yellow lines. The Council noted that parking restrictions remained unenforceable until the signage to keep the front of the school clear at start and finish times is installed. Some councillors remained dissatisfied with the effectiveness of the granite setts and suggested the use of time activated signs as seen at Queen Elizabeth High School. Co Cllr Horncastle (who was not present for the meeting) had previously agreed to remove the granite setts outside Elmcroft. The residents of Denelands had formally and politely petitioned the Parish Council to ask if the setts close to the estate can be removed (or replaced with some suitable alternative measure). Cllr Quinn formally proposed that **all three** lots of granite setts be removed with alternative measures being put in place, and Cllr White seconded this. Five councillors were in favour of the proposal but they were over-ruled by the eight against. The Chair asked the Clerk to invite the school

to comment on the traffic calming measures being put in place including the granite setts since it was the school that had requested Co Cllr Horncastle's assistance in slowing the traffic down.

### **11) County Councillor update**

Co Cllr Horncastle was not present for the meeting.

### **12) Allenfields Play Area update**

Co Cllr Horncastle and Cllrs Crellin, Henderson and Hill had met with Karbon Homes representatives on 23<sup>rd</sup> April to discuss the restoration of the Allenfields play area. The representatives presented two proposals: one for the installation of a pre-school play area on the Allenfields land and one for its installation on the recreation ground. The Council unanimously agreed that the Allenfields site was the preferred option as it was better to keep a playground for toddlers away from a play area for older children, and that there was a higher possibility of vandalism on the recreation ground. Karbon Homes would sort out the drainage issues caused by leaking water pipes in the adjacent field, and cover the capital costs of the equipment and its installation (£14678 in all). Co Cllr Horncastle said that he could provide £6000 of capital funding from NCC funds. Ownership of the land would then be passed over to the Parish Council which would have full responsibility for the on-going management and maintenance of the playground. Cllr Philipson said that the use of rubber matting, rather than bark, would be preferable as this would reduce the ongoing maintenance costs. The Clerk was asked to write to Karbon Homes to convey the Parish Council's choice of location, at which point Karbon Homes would start a public consultation on the proposal.

### **13) Affordable housing in the Allen Valleys**

Cllr Hill referred to his notes on affordable housing, that had been circulated prior to the meeting, that invited the Council to discuss how it could help to ensure that there is access to sufficient affordable housing in the Allen Valleys for those that need it. Cllr Hill referred to the 2013 Allendale Local Housing Needs Survey that suggested a lack of smaller accommodation for those seeking new accommodation, and estimated that six properties per year would be needed over a five-year period to keep up with demand. Cllr Quinn said that the 2013 survey had showed that the main demand for accommodation was from 'concealed' households (those sharing their home with another family, for example, older couples living with an adult child and their family) and that these households typically had relatively low incomes in the way of savings, making it difficult for them to either rent or buy.. Cllr Hill suggested that the Council consider updating the housing needs survey so as to assess the current needs, and also to keep under review any changes in the percentage of second homes (6.2% in 2013) and holiday lets. The Council acknowledged the enormous amount of work required to carry out another survey especially in view of it already having a handle on the situation including the numbers of empty homes. The Clerk agreed to invite the NCC's Senior Manager of Housing to a future council meeting, to discuss how the Homefinders Common Allocations Policy, that sets out how the Rural Allocations Criteria are being implemented in the parish, including for the Denefields estate.

### **14) Allendale Market Square**

#### **Managing Allendale Village Green**

Cllr Crellin had met with a local practising solicitor who had kindly looked at the issue pro bono. She said that in her opinion the land could only be highway or village green but not both, which was contrary to the advice from Stephen Rickitts which was to build a case that the area is both public highway and village green. After a discussion on where the boundaries of the village green may or may not be the Council agreed to Cllr Crellin's proposal to enlist the help of NCC's Principal Solicitor, Helen Lancaster. Cllr Crellin would ask her for advice on engaging a specialist barrister and the likely costs of this with a view to settling the matter once and for all.

## **Re-laying of cobbles in the Market Place**

Cllr Galley said that Coulson Construction Ltd had been instructed to carry out the re-lay of the cobbles as soon as possible after the May Fair.

## **Plants for the flower tubs in Allendale**

The Clerk confirmed that she had now set up an account at Down to Earth. She said members of the Villages Sub-Committee are now authorised to buy plants and flowers for the tubs each year so that the Council can benefit from claiming back the VAT. The Council agreed to Cllr Henderson's suggestion to replace the plants that were paid for privately but were stolen from the flower tubs at Isaacs Well.

## **Waste bins**

Cllr Lee presented his suggestions for bin improvements including buying new bins for the following locations: Deneholme corner, the Hearse House, outside Allendale Primary School (between the gates and the new path), Shilburn Road (above the surgery where new footpath through the former First School field joins Shilburn Road) and at the top of Shilburn Road. Cllr Howard proposed that the Council use some of its contingency fund to meet the difference in the cost of the bins and the what was allocated for bins in FY 2018/2019, and the Council unanimously agreed.

## **15) Correspondence (see Appendix A)**

### **Dr Alan Donaldson, Allenheads resident**

Cllr Crellin agreed to contact Allerdale Borough Council, Copeland County Council, Eden Council and Durham County Council (for Weardale) in order to seek their support to address the nuisance of antisocial C2C cyclists using the countryside as a toilet!

## **16) Accounts for Payment (see Appendix B)**

Cllr Howard proposed the accounts for payment, seconded by Cllr Lee.

Treasurer's Account: bank balance as at **30<sup>th</sup> April 2019 - £69977.68**

Business 30-Day Notice Account: bank balance as at **9<sup>th</sup> April 2019 - £ 5231.83**

## **17) Matters for next month's agenda – Annual Parish Meeting Reports, Accounts 2018/2019, Internal Audit 2017/2018 and Annual Governance and Accountability Return (AGAR)**

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

There were none.

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

The next Parish Council meeting will take place on **6<sup>th</sup> June 2019** in Allendale Village Hall at 7pm.

The meeting ended at 9:21 pm.