

**Minutes of the Annual Parish Meeting and Allendale Parish Council Meeting  
held at Allendale Village Hall on Thursday 4<sup>th</sup> October 2018  
(including minutes of the Planning Sub-Committee)**

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

**Planning applications**

There were no new planning applications to discuss.

Cllr Quinn proposed an amendment to the decision summary for planning application **18/02731/FUL – Land South Of Forstersteads, Shilburn Road, Allendale** that was discussed at 6<sup>th</sup> September 2018 meeting. It was unanimously agreed that the Clerk should add that (ANDP) Policy 5 should be included (in addition to Policy 1) as a reason for objecting to the application.

**Decision notices**

**18/01430/LBC and**

<b>18/02377/FUL</b>	- The Hagg, Allendale	- GRANTED
<b>18/02630/FUL</b>	- Rathmullen, Station Road, Allendale	- GRANTED
<b>18/02693/FUL</b>	- Parlour Close, Sinderhope	- REFUSED

**1) Apologies for absence**

Cllr Simmonds

**2) Declarations of Interest**

Cllr Baxter declared an interest in the Allendale Agricultural Society

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 Walter declared an interest in Allen Valleys Drama Group

Cllr White declared an interest in Allenheads Trust

**3) Public Participation**

There were seven members of the public in attendance. Michael and Celia Carrington were present for the meeting to inform the Council of their plans for Sinderhope Shield. They set out their proposals for restoring and modifying the farm buildings in order to maintain the integrity of the historical farm that included a grade II listed bastle. Their objective was to conserve and enhance the landscape and wildlife, by maintaining the higher-level stewardship scheme, and restoring the hedgerows. The overall effect of all their work would be to ensure a viable and beneficial future for the farm, as well as to enhance the views of the farm from the entrance and the valley they said.

**4) Public Access Defibrillators for Allen Valleys – Dave Stevenson**

The Council welcomed Dave Stevenson, founder member of the Allendale Defibrillator Fund, to the meeting to hear more about his work in both raising awareness *and* funds, to provide defibrillators

throughout the Allen Valleys community. Dave is passionate about increasing public access to defibrillators having had first-hand experience of life-saving work as a serving police officer in Humberside. He works closely with the North East Ambulance Service that can provide training sessions, locally, free of charge. Cllrs White, Howard and Philipson said that their communities are really supportive of the initiative and that they encourage local fund raising to help increase further installations in the parish. The Council agreed to help raise awareness of Dave's work by publishing information on its website, as well as giving a £100 donation to the fund. Dave said that he would update the branding and re-issue the collection box at Allenheads at Cllr White's suggestion.

### **5) Minutes of the previous meeting held on 6<sup>th</sup> September 2018**

With the amendment agreed to above under Planning, Cllr Philipson proposed, and Cllr White seconded that the minutes of the meeting held on 6<sup>th</sup> September 2018 be agreed and signed as a correct record.

### **6) Matters Arising**

#### **Footpaths**

- a) Work to the footpath near Steelwood Cottage, near Wooley is now complete.
- b) Work to repair the footpath between The Peth and Mill Cottages is currently underway.
- c) Work to the section of Isaacs Tea Trail south of Pry Hill has not yet started and the re-route will be away from the river so as to avoid erosion.
- d) A solution to improve the footpath that currently goes through the wood beyond Holm's Lynn has not yet been found. Cllr Lee said that a similar previous suggestion for a footpath diversion (between The Peth and Mill Cottages) had been hampered by the significant costs charged for correspondence with Allendale Estates, including £1,000 for replying to an email. Although the hazardous boardwalk has now been removed, walkers picking their way out of the quagmire reach an impasse. Cllr Lee to send details of the state of the existing path to Co Cllr Horncastle who agreed to take up the issue with David Brooks, Countryside Support Team Manager.
- e) Cllr Lee said that the Footpaths Officer did not wish to prioritise specific footpaths for maintenance work as there is an aspiration to maintain *all* footpaths.

#### **Caravans**

The Council agreed to have a full discussion of this item at a future meeting and this has now been scheduled for December 2018's meeting on the 6<sup>th</sup>.

#### **Village Keeper**

The Council unanimously agreed to re-instate the Village Keeper role in view of the increase in litter seen in the Village. The Clerk to advertise the vacancy with a view to making an appointment as soon as practically possible.

### **7) County Councillor update**

**Allendale First School** – Cllrs Walter and Henderson expressed concern about the unsafe state of the roof tiles of Allendale First School some of which have become dislodged. Co Cllr Horncastle to arrange for these to be inspected and for the premises to be tidied up.

**Road crossing from Arnison Terrace to Sunniside House** – Co Cllr Horncastle said that work to install the new pedestrian crossing would be delayed due to a change of contractor, and that a team from Berwick would be coming to complete the job.

**Road near school** – Co Cllr Horncastle said that work to complete the traffic calming measures at the school would be delayed due to a change of contractor, and that this work would not now take place at half term.

**Community speed gun** – Co Cllr Horncastle confirmed that he has recruited four local volunteers who will be trained to use the speed gun that he has purchased and that will be shared throughout South Tynedale. He said that this traffic calming measure has been used in other parts of the county with success. Cllr Quin wished for it to be recorded that he was strongly opposed to the measure.

## **8) Allendale Exhibition Endowment Trust charity**

The Council considered the Secretary to the Trustees of Allendale Exhibition Endowment Trust's (Norman Robinson) request to appoint a nominated representative to serve on the charity. Cllr Philipson proposed, and Cllr Crellin seconded that Cllr Howard should continue in this role, and the Council unanimously agreed.

## **9) Haydon Bridge & Allendale Medical Practice Patient Group**

The Council considered the request to appoint a nominated representative to serve on the Haydon Bridge and Allendale Medical Practice Patient Group. Cllr Howard proposed, and Cllr Baxter seconded that Cllr Henderson be appointed.

## **10) Grant Application: Allen Valleys Scout Group**

The Clerk apologised for omitting to put forward the application for funding from Allen Valleys Scout Group at the Council meeting in September. The Council unanimously agreed to make an award of £300 to the Group.

## **11) Allendale Market Square**

**Highway issues** – Neil Snowden had met with Cllrs Crellin, Dunn and Lee and the Clerk to discuss highways issues in and around the Village on 21 September. A list of actions was agreed to including the highways and transport priority issues for the 2019/20 Local Transport Plan (LTP) Programme. Clerk to circulate these actions to the full Council.

**Sci-Fi Museum, Allendale** – Co Cllr Horncastle agreed to check if planning permission should be sought for the wooden shed and advertising vehicle at the entrance to the Grade II listed building in view of it being in a conservation area. Cllr Dunn questioned whether there should be a reference to the conservation area in the Allendale Neighbourhood Development Plan (ANDP) so that local residents are made aware of this. Chair Cllr Crellin said that national regulations set out what is and is not permitted in a conservation area that trump the ANDP, and that residents would know if they are in a conservation area as it would be in the deeds. Cllr Lee said that he understood that NCC's Planning Department run local regular planning advice sessions each month that could be promoted to residents.

**Streetlighting** – The Clerk to find out from NCC why some of the street lighting has not been replaced.

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

**Peter Aldcroft, Chair of Allen Valleys Folk Festival** – Peter Aldcroft wrote to thank the Council for its donation to this year's folk festival and comment on the success of the first year without major funding.

**Peter Aldcroft, Chair of Allen Valleys Folk Festival** – Peter Aldcroft wrote in support of Richard Price's holiday lodge development off Shilburn Road. He commented that holiday lodges are a focus for tourism and provide local employment which is vital to the community and urged the Council to support the development. Cllr Lee said that Peter Aldcroft's letter was best directed towards Northumberland County Council (NCC) as the Parish Council had already submitted its recommendation to NCC following on from its 6<sup>th</sup> September 2018 meeting.

**SWARCO Traffic Ltd** – Planned Preventative Maintenance Inspections have been carried out on the Vehicle Activated Signs (VAS) in Catton. The Clerk said that everything was reported to be in good order with the exception of a couple of Amber LED strings out. The Council's maintenance contract with SWARCO Traffic Ltd pays for these annual inspections.

**Co-op Funeralcare, Hexham** - Cllr Philipson said that he had received a request from local residents who have asked to purchase a double burial plot in Allendale Cemetery. This request had also come to the Clerk through the Co-op Funeralcare in Hexham. After discussion, the Council agreed to accept requests to reserve burial plots from Funeral Care Providers but only when funeral plans are taken out by residents. The Clerk said that she would need to keep meticulous records of all such agreements.

### **13) External Audit Report 2017/2018**

PKF Littlejohn LLP External Audit Report states that 'except for the matter reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

'The AGAR was not accurately completed before submission for review: A cancelled cheque for £55 was not adjusted for in the prior year comparatives, meaning that the prior year Box 7 and current year Box 1 figures do not agree. The prior year Boxes 6, 7 and 8 figures should have been restated as £26,510, £56,129 and £56,129 respectively'.

The Clerk said that she did not think it was permitted for her to change the prior year comparatives.

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

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

Bank balance as at **21 September 2018**

Treasurer's Account - **£ 64,001.33**

Bank balance as at **10 September 2018**

Business 30 Day Notice Account - **£ 5,230.31**

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

Allotments

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

The next Parish Council meeting will take place on **1<sup>st</sup> November 2018** at Allendale Village Hall at 7pm.

The meeting ended at 9:10 pm