

**Minutes of Allendale Parish Council Meeting
held on
Thursday 4th May 2023 at 7pm at Allendale Village Hall**

Present: Cllr Simmonds Beck, Coulson, Graham, Halliday, Howard, Kirk, Philipson (Chair), Swaile (Vice-Chair) and White, County Cllr Horncastle and H Newsome (Clerk)

Annual Meeting of the Council

1) Apologies for absence and councillor news

Cllrs Henderson and Villiers-Stuart sent their apologies prior to the meeting.

Cllr Philipson warmly thanked Cllr Simmonds for all her years' service, and in particular for stepping up as Chair for another term when she had planned to stand down.

2) Declarations of interest

There were no changes; see APC's website for full list:

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

3) Nominations for the Chair

Cllr Howard proposed to elect Cllr Philipson as Chair, seconded by Cllr Kirk, and this was unanimously agreed by the Council.

4) Nominations for the Vice Chair

Cllr Howard proposed to elect Cllr Swaile as Vice-Chair, seconded by Cllr Graham, and this was unanimously agreed by the Council.

5) Signing of Declarations of Acceptance

Cllrs Philipson and Swaile signed their declarations of acceptance following their election, and all the other councillors present at the meeting did too.

6) Adoption of Standing Orders

Cllr Simmonds proposed to adopt the Standing Orders, and this was seconded by Cllr Beck, and this was unanimously agreed by the Council.

7) Adoption of Financial Regulations

Cllr Graham proposed to adopt the Financial Regulations and seconded by Cllr Kirk, and this was unanimously agreed by the Council.

8) Appointment to Committees

Allendale Neighbourhood Development Plan (ANDP) Review: Cllrs Coulson, Kirk, Philipson, Simmonds, Swaile & Villiers-Stuart

Allotments – Cllrs Beck, Coulson (convener) & Villiers-Stuart

Cemetery – Cllrs: Graham, Howard (convener) & White

Finance – Cllrs: Graham, Howard, Kirk, Philipson & Simmonds

Rights of Way & Access – Cllrs: Beck, Coulson, Halliday, and Villiers-Stuart

Towns & Villages (to include electrical vehicle charging and parking) – Cllrs: Graham (convener), Halliday, Henderson, Stevenson, Swaile & White

Allendale Education Endowment Trust – Cllr Howard and Cllr Swaile

Allenheads Trust – Cllr White

Arnison Jubilee Almshouses – Cllr Henderson

High Forest Committee – Cllr Howard

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

Cllr Philipson reminded everyone to consider ways in which other members of the community could contribute to the Council's committee work.

Meeting of the new Parish Council

9) Planning Committee – planning applications

23/00214/PREAPP - Vine House, Catton

Cllr Philipson described the proposed plans for outline planning permission for change of use of land, to residential housing, with the principle of development to be agreed. Referring to the Allendale Neighbourhood Development Plan (ANDP) he said that Policy 2: Scale of Housing Development sets an expectation that only small scheme new housing development schemes should be allowed, that is, up to nine dwellings. Cllr Philipson also noted that the woodland close to the burn was classified by DEFRA as 'Priority Habitat Inventory, Deciduous Woodland' and that Northumberland County Council had a duty to protect it, and that land adjacent to the protected area was also protected from development. He shared his concerns about how safe vehicular access to the site would be whilst acknowledging that this was a matter for Highways to comment on. Whilst the applicant mentioned that the scale of development could provide affordable housing units onsite, or an offsite contribution, Cllr Philipson said that the parish council would be looking to provide a larger number of affordable dwellings under a different kind of scheme. The Council discussed the application further and Cllr Philipson invited members of the public to comment before it unanimously agreed **to object** to change of use of land to residential housing as it was not in keeping with ANDP Policies 1: General Development Principles, bullet points five and six, and, 2: Scale of Housing Development, para (a), (b) and (c).

23/01114/VARYCO - 1 Scotch Meadows

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

23/01327/FUL – Bentfoot, Allenheads

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

10) Public participation

There were twenty members of the public in attendance.

Valeria Dunn attended with Gloria Ashman to update the Council on the current work of Allen Valleys Local History Group (AVLHG) that included: a) thanks to the parish council for supporting its work including recent restoration work on the Glendinning War Memorial and the Wellhead on Shield Street, and allowing the school children to continue to manage the planters, b) an open invitation to attend an event to mark the King's Coronation on Monday, 8th May at 11am when Allendale Primary School children would be planting a tree on the Island (the Bullring), c) a proposal for a member of the AVLHG to paint the old fire hydrants if the Council would meet the costs of the paint, d) its plans to obtain funding in order to refurbish Isaacs Well and the area behind and around it, e) asking the Council to pay attention to areas in the centre of Allendale where rubbish was left, for example, around the bicycle stand, and f) an intention to restore the listed Library railings. Co Cllr Horncastle said that as it was a NCC asset he would put Valeria in touch with the right colleague so she could pursue this. The Clerk would contact NCC for advice about dog waste that was being left in inappropriate places in the village.

11) Minutes of the previous meetings held on 6th April 2023

Cllr Swaile agreed, and Cllr Beck seconded that the minutes of the meeting held on 6th April 2023 be signed by the Chair as a correct record.

12) Matters Arising

Allendale War Memorial, Lychgate repairs

Work had started to repair the Lychgate that was kindly being paid for through a grant from the Helen Allinson Allendale Trust.

Allendale Neighbourhood Development Plan (ANDP) Review update

The Council had now received AECOM's Housing Needs Assessment report and the ANDP Review Committee agreed to meet to review the document at High Forest Community Centre in Sinderhope on either 11th or 12th May at 6pm. The Clerk to invite Sarah Brannigan to take part either in person or remotely.

Proposed new waste bin for Splitty Lane

The Clerk said that she had submitted a request to Neighbourhood Services for the proposed new bin along Splitty Lane and that she was waiting for a decision. Cllr Howard proposed a new bin close to the junction at High Scotch Hall.

13) County Councillor and Northumberland County Council update

Potential new Crematorium in Hexham

Co Cllr Horncastle said that NCC was conducting a feasibility study that was hoped would support the proposal to have a Crematorium in Hexham that would be powered by green energy.

Pothole work in the parish

Co Cllr Horncastle said that NCC was looking to find an alternative way of repairing pot holes as its current method of a quick temporary fix was not working.

Proposed bollards in front of the Co-op Shop

Cllr Horncastle confirmed that he would be meeting a colleague from Highways in the near future to look at safety issues in the parish including the proposed bollards for in front of the Co-op, a barrier to the road at the end of the footpath down from the school, and parking concerns in Catton.

14) Allotments Committee

Community consultation update

Cllr Coulson said that the Allotments Committee had held a community consultation with residents around the site on 26th April to share its ideas for creating new allotments on the field at Allenfields. Cllr Coulson said that there was interest although local residents were also keen to share their concerns about the suitability of the site and reported drainage problems that they said had got worse over the last two years, with Isaacs Well not running as well. The Allotments Committee would ask the residents to let the Clerk know as soon as they saw any signs of excess water and she would ask Cllrs Philipson and Howard to investigate to help inform them of the best remedial action to take.

15) Cemetery Committee

Revised Cemetery fees proposal

The Council agreed that the *standard* fees should remain the same provided that these were proportionally more than the *parish* fees as before.

Removal of kerbstones

Cllr Philipson thanked Cllr Howard for levelling off a grave and grass seeding it after the kerbstones had been removed by an agent of the family.

16) Rights of Way & Access Committee

The future of footpath maintenance in the parish

Cllr Beck said that a good working relationship had now been established with the Duncan Lovatt the Area Countryside Officer although progress was slow because of the volume of work that Duncan had. Cllr Beck was particularly keen that repairs were conducted to the riverside path in view of the trip hazard the

exposed gabion baskets were causing. Co Cllr Horncastle said that he would talk to Duncan and ask him to let us know when the repair work was complete.

17) Towns & Villages Committee

Tree management in the parish

The Council agreed for Matty Robson to conduct a visual inspection of the town trees as soon as practically possible and provide a report to the Council with recommendations for any tree works. The Council had already agreed to a bi-annual inspection of the town trees and an annual inspection of the Cemetery trees.

The future of parish pubs and hospitality industry

Cllr Kirk proposed that the Council register all parish pubs (not already registered) as Assets of Community Value (ACV). He said that as the parish pubs were crucial to the social wellbeing and interest of the community as well as to the economy, without them the tourism and hospitality sector would suffer. Cllr Kirk said that by registering them as ACVs, the local community would be informed if they were listed for sale, and that there would be a period of six months to determine whether money to buy the asset could be raised. After discussion, Cllr Beck seconded the proposal, and the Council unanimously carried the motion.

Cllr White updated the Council on the proposed community buy out of the Allenheads Inn that the current owner planned to close in the Autumn. He said that the community were planning to register it as a charity and were busy recruiting committee members to help with the work.

18) Correspondence

David & Emma Harrison – The Council supported David and Emma's plans to provide picnic table benches in the area next to the bike stand.

Roger Morris – The Council considered Roger's request for the bench seats that were removed from the Lychgate in response to anti-social behaviour around twenty years ago, to be reinstated, and agreed that the two new benches provided were a better alternative than returning to any potential unsociable behaviour.

Steve Agar – see agenda item 8 above.

Gavin Hunt – The Council considered Gavin's request for the Council to trim back the trees so as to avoid debris blocking his gutters and Cllr Coulson agreed to talk to Gavin.

George Doody - Cllr Philipson said that planning permission for the lower site had originally been turned down for planning permission in 1999, and in 2016 the parish council had objected to a subsequent planning application for the same site, but NCC had approved it. He said that the Council had not objected to the more recent application for the higher site as there seemed little point since the precedent had been set. In response to Mr Doody's question as to whether NCC planners took any notice of the ANDP, Cllr Philipson said that it was a legal document that carried weight and that planners were taking more notice of it now, whereas in 2016 when the Plan was new it took them a while to get up to speed. He hoped that once the slates were put on the roofs the imposing visual impact would reduce.

Scott Bradley – The Council discussed the landowner's proposed diversion of one of the footpaths that cross Housty and acknowledged that the landowner would have to follow NCC's strict process for making changes to footpaths that would include consulting Allendale Parish Council. Co Cllr Horncastle agreed to talk to the landowner.

Emma Elliott – The Clerk to let Emma know that the Council does not hold any plans or deeds for private properties in the parish.

George Brogdon – The Council discussed Pre-application 23/00214/PRAPP and took George's comments into account before agreeing to object to the proposal for change of land use south of Vine House (see 9 above).

George Doody - The Council discussed Pre-application 23/00214/PRAPP and took George's comments into account before agreeing to object to the proposal for change of land use south of Vine House (see 9 above).

Mary Kinver – As Mary's request arrived too late for her query to be investigated the Council agreed to defer discussion until its meeting on 1st June.

19) Finance Committee

Accounts for payment/bank reconciliation

Cllr Howard proposed that the accounts for payment, seconded by Cllr Coulson.

Treasurer's Account: bank balance as of **27 April 2023 - £42,672.29**

Business 30-Day Notice Account: bank balances as of **11 April 2023 - £16,480.31**

Proposed investment in the Public Sector Deposit Fund of CCLA Investment Management

Cllr Kirk proposed to make an initial investment of £30,000 in the Public Sector Deposit Fund of CCLA Investment Management with the following terms:

- Transactions on the account would be authorised by any two of four signatories.
- The signatories would be Jan Simmonds, Robert Philipson, Andrew Graham, who were all elected councillors, and the Clerk.
- The signatories may be changed by an appropriate motion in a parish council meeting.
- Postal and electronic correspondence address would be that of the Clerk to the parish.
- Interest would be paid directly into the bank account of the parish council, rather than accumulating within the fund.
- The investment would be made as soon as possible after the minutes are published.

After discussion Cllr Swaile seconded the proposal and the Council unanimously agreed the motion.

20) Matters for 1st June 2023 agenda.

The Annual Parish Meeting – parish reports

21) Confidential agenda item (for Council only)

There was none.

22) Date of next Parish Council

The Annual Parish Council meeting and the monthly Parish Council meeting would take place on **1st June 2023** at 7pm at High Forest Community Centre, **Sinderhope**

The meeting ended at 21:40