Bardon Mill Parish Council
12th August 2025
Approved Minutes

Present	Cllr S Furlong Cllr G Gill Cllr J Oliver	Cllr C Swinburne Cllr M Robson Cllr F Wancke	Cllr A Sharp - County Clerk – Mrs Susan Saunders
Time	7.00pm		
39/25	**Apologies for Absence –** Cllr M Nixon and V Furlong – indisposed.		
40/25	**New Councillor Appointment** - There is a vacancy on the council and Fay Wancke applied. The council considered the application and agreed to co-opt. Fay signed the declaration of acceptance and could therefore take part in the meeting.		
41/25	**Declarations of Interest –** no interests declared		
42/25	**Minutes of the previous meeting held on Tuesday 13th May 2025** The minutes were approved **Proposed Cllr G Gill** **Seconded Cllr C Swinburne** **Approved**		
43/25	**Matters Arising from the minutes of Tuesday 13th May –** no matters		
44/25	**Matters arising from the Annual Parish Meeting** **44/25.01** Matters Arising – It was agreed to include reference to the issues raised with Joe Morris in the minutes. **44/25.02** Review the current format - Members received the report with regard to the calling of the annual parish meeting. It was agreed that the council will continue to call the meeting. The chair report and the financial report will be included in the May council meeting rather than the annual meeting in future.		
45/25	**Public Questions –** no questions		
46/25	**Planning Applications** 25/02520 Rosewood House, Thorngrafton – 6 dormer windows – No Objection agreed 25/02346/47 High Meadows – retrospective lbc replacing thatched roof – no objection submitted **Proposed Cllr G Gill** **Seconded Cllr C Swinburne** **Approved**		
	Northumberland National Park Authority– *no plans to consider* An update was given by Cllr's Oliver and Sharp about the interactive notice board at The Sill. The Park is looking at allowing dogs at The Sill in the future.		
47/25	**Northumberland County Council –** **47/25.01** Report from Cllr Sharp – The drains at Ridley Bridge have been reported and members asked if the blocked pipe just before Beltingham could also be addressed. The sweeper has been around. Cllr Sharp mentioned The Smiths Trust Fund and encouraged local groups and charities to apply for funding. There is also The Community Shops fund in Haltwhistle that is open for applications in the autumn and the spring. **47/25.02** Local Transport Plan – to determine 3 priorities – the programme will be in a 4 year cycle with 3 years for this one. The following were approved to be submitted: 1. The Lime Kilns to The Military Road - resurfacing. 2. Ridley Bridge to Ridley village – resurfacing. 3. Top of Birkshaw Bank – resurfacing. **Proposed Cllr G Gill** **Seconded Cllr S Furlong** **Approved** **47/25.02** Call for Sites for the NCC Local Plan review – no sites were identified.		
48/25	**Internal Audit Report** The following issues were raised for members to review: 1. An invoice stamp to be used for recording information and councillor's initial of checking. A stamp has been purchased and this will be actioned. 2. Suggestion of debit card to reduce expenses claim by clerk. The council now undertake online banking so most payments can be made direct. Consequently, there is no need for a debit card.		

Signed Chair Date 11th November 2025

	3. Comment there was no documentation analysing different levels of precept – Members agreed that different levels were considered. 4. Reserves policy – to adopt the policy as attached with agreed amendments. 5. Asset Register to be updated for War memorial figures. Replacement value of £16000 was obtained a few years ago – insurance policy now has the memorial insured for £24000 which is Zurich's default figure. 6. Cyber Security suggested. It was agreed that this was not necessary. **Proposed Cllr C Swinburne** **Seconded Cllr G Gill** **Approved**
49/25	**Crow Hall Farm Woodland Creation Project** Sam Roberts, woodland Creatin Manager, reported that there is a website where information can be found: www.crowhallwoodland.co.uk The historic environment survey has been undertaken but the report has not been received as yet. Soil and peat surveys are currently being undertaken. Any future public meetings are likely to be in October. Cllr Gill and Cllr Wancke have assessed the condition of the stiles and gates on the land. Members agreed to send Sam the report. **Proposed Cllr G Gill** **Seconded Cllr C Swinburne** **Approved**
50/25	**A69 –** The clerk was asked to write to Mark Conlon from national Highways to ask that as soon as funds are available would the plans for the crossing be actioned.
51/25	**St Cuthbert's Church, Beltingham Maintenance** The council agreed at the last meeting to take on the responsibility and then make the request to hand over to NCC. The meeting of St Cuthberts PCC had not taken place for them to approve the handover. However, the clerk has now received notification that there is a hold up with the decision from the PCC who will meet on 11th September.
52/25	**Grants Requests** **52/25.01** British Legion Poppy Wreath – £100. **Proposed Cllr M Robson** **Seconded Cllr G Gill** **Approved** **52/25.02** Station Road upgrading- £250 **Proposed Cllr G Gill** **Seconded Cllr S Furlong** **Approved** **52/25.03** Tynedale talking Newspaper - £50 **Proposed Cllr C Swinburne** **Seconded Cllr G Gill** **Approved** **52/25.04** Tyne Valley film Festival - £100 It was proposed to contact Henshaw Parish Council and ask if they would contribute £67 and Bardon Mill would then pay £33. **Proposed Cllr G Gill** **Seconded Cllr M Robson** **Approved**
53/25	**NorthumberlandALC** Members were informed that the council should have a '.gov.uk' email as it will be mandatory from 2026. At the moment, the website is with Northumberland Parishes who are looking to move providers to enable '.gov.uk' capabilities. If the council approve the move, the first year will be subsidised by the host company Hugo Fox and by Northumberland NALC. Thereafter it will be £119.88 pa. The cost of one email address, as the council one, is £2.49 per month. The only other option would be to have an independent website with a registered domain name. This would be a more costly solution. Members have been satisfied with the current website to date. Members agreed to the above and the clerk will inform NALC. **Proposed Cllr G Gill** **Seconded Cllr C Swinburne** **Approved**

Signed Chair Date 11th November 2025

54/25 **Reports on Financial Matters**

54/25.01 National Joint Council pay rate to approve. Members approved the rate as agreed by NJC at 3.6%.

Proposed Cllr G Gill **Seconded Cllr S Furlong** **Approved**

54/25.02 Income & Expenditure as at 31st July 2025 - some of the budget figures have been updated to show the salary, reduced banking charges, insurance and increased subscriptions. They were approved

Proposed Cllr S Furlong **Seconded Cllr C Swinburne** **Approved**

54/25.03 Accounts for payment at 12th August 2025

BARDON MILL PARISH COUNCIL				
BANK RECONCILIATION	*Appendix 4*		**min ref: 54/25.03**	
BANK	**£**	**£**	**£**	
Balance as at	**31/07/2025**			
Current Account			£6,382.87	
Plus outstanding lodgements				
Less outstanding payments				
NET BANK BALANCES AT	**31/07/2025**		**£6,382.87**	
The net balances reconcile to the Cashbook - receipts and payments account - for the year as follows				
CASH BOOK	**£**		**£**	
Opening Balance as at 1st april 2025	5377.92		£5,377.92	
			£5,377.92	
Add: Receipts in the Year	£2,668.00			
Less Payments in the Year	£1,663.05			
Closing balance per Cash Book [Receipts & Payments]			**£6,382.87**	
as at	**31/07/2025**			£0.00
Payments for 12 August 2025				
SMS Exp		36.86	*HA, travel for election papers & inv stamp share*	
Mrs S Saunders		959.10	*6 month salary*	
Henshaw Parish Council		967.00	*Redburn Park - tree survey and work, insurance, general maintenar*	
Tynedale Talking Newspaper		50.00	*Grant*	
British Legion		100.00	*Poppy Wreath*	
Bardon Mill Film Club		33.00	*Grant*	
Total Payments to Approve		**2145.96**		
Receipts				
Balance Forecast to 31st October 2025		**4904.91**	*Includes precept in September*	

The accounts of £2145.96 were approved for payment with the inclusion of the grants approved.

Proposed Cllr M Robson **Seconded Cllr G Gill** **Approved**

55/25 **Correspondence received since last meeting -** Noted

Cllr's Sharp and Oliver have addressed the flooding issue by The Memorial Green and NCC are now liaising with the resident to resolve it.

56/25 **Any other relevant business** – no matters

The footpath from The War Memorial to The Bowes needs attention. The clerk was asked to report this on Fix My Street.

57/25 **Dates and times of next meeting**

Tuesday 11th November 2025 - 7pm Henshaw Church Hall.

The meeting closed at 7.50pm

Signed Chair Date 11th November 2025