

**Minutes of the Annual Parish Meeting and Allendale Parish Council Meeting
held at Allendale Village Hall on Thursday 6th December 2018
(including minutes of the Planning Sub-Committee)**

Present: Cllr Crellin (Chair), Councillors Baxter, Dunn, Galley, Lee, Philipson, Quinn, Sandison, Simmonds & White

H Newsome (Clerk)

Planning applications

18/03874/FUL - High Studdon Farm, Allendale – erection of falcon breeding facility

This planning application was not discussed as Northumberland County Council's Planning Department withdrew the application shortly before the meeting.

17/03170/COU – Hare and Hounds, Allendale – new cottage for holiday letting

The Parish Council unanimously agreed to **no objections** to the application.

18/04143/LBC – Hotspur House, Arnison Terrace – replace rear kitchen window and door

The Parish Council discussed this retrospective application and Cllr Dunn expressed her concern at the numbers of retrospective applications being received. She enquired about the rules surrounding planning applications in conservation areas and in connection with listed buildings, and the Council agreed to include an item on the planning powers of the parish council at a future meeting. The Clerk was asked to invite the Chair of Northumberland Association of Councils (NALC), Stephen Rickitt to this meeting. Whilst Cllr Dunn objected to the application, the remaining Councillors who had **no objections** to the application overruled her.

18/03971/FUL – Land South East Of Staward Villa, Colliery Lane, Catton – proposed conversion (Cllr Philipson declared an interest in this application). The Parish Council unanimously agreed **to support** the application because it is in keeping with Allendale Neighbourhood Development Plan (ANDP) Policy 7: Conversion of Buildings in the Open Countryside.

18/03728/VARYCO – Council Depot, Shilburn Road, Allendale – proposed salt barn

The Parish Council unanimously agreed to **object** to the application as the size of the barn, with an overall height of 13.6 metres, was a real concern especially because of its prominent position in the village. The Council asked the Clerk to emphasise that whilst it fully supported the installation of a new salt barn it was disappointed with the quality of the on-line documentation that did not include the salt barn specification that was supplied with the hard copy planning papers, and it remained concerned with the overall size.

1) Apologies for absence

Councillors Howard

County Councillor Horncastle

Chair, Cllr Crellin announced the resignation of Cllr Walter and the Clerk was asked to set about making the arrangements to fill the vacancy taking advice from Democratic Services.

2) Declarations of Interest

Cllr Baxter declared an interest in the Allendale Agricultural Society

Cllr Crellin declared an interest in the Dale Singers, Allendale Folk Festival & Allen Valleys Promotions Ltd and St Cuthbert's Church

Cllr Dunn declared an interest in Allendale Primary School, Allendale Sports Club & Allendale Golf Club

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 Simmonds declared an interest in St Cuthbert's Church, North Pennines AONB Partnership Board & Allen Valleys Landscape Partnership Board

Cllr White declared an interest in Allenheads Trust

3) Public Participation

There were six members of the public in attendance.

Members of the public expressed their opposition to the recent request to install a portable, mobile bar in the Village on New Year's Eve. The Chair Cllr Crellin said that the Council had consulted the proprietors of the three pubs in the Village and they were opposed to it on account of the loss of trade that they rely on to see them through the lean months. The Golden Lion also said that they would not want to deal with any problems that the mobile bar might create with no control mechanisms in place. The Clerk to find check what the licencing procedure is and to let the applicants know that the Council did not agree to their attendance.

Chair Cllr Crellin referred to recent correspondence received from Stephen Rickitt, Chair of Northumberland Association of Local Councils that clarified that the Public Bodies (Admission to Meetings) Act 1960 that permits a Parish Council to exclude members of the public from part of a council meeting when the matters are of a confidential nature. An example of this would be when the council discuss a human resources issue that would be indicated by a *confidential agenda item* he said.

4) Minutes of the previous meeting held on 1st November 2018

Cllr Quinn sought clarification on the process and timing for publishing the minutes. He thought that if the draft minutes were made available to the public before they were approved at the Parish Council meeting, any inadvertent inaccuracies might give rise to unnecessary concern or aggravation. The Clerk said that she aimed to send the draft minutes to the Chair within one week of the meeting before she circulated them to the remaining Councillors for comment. She said that she encouraged Councillors to help her succeed in presenting an accurate set of minutes and that she especially was grateful for Cllr Quinn's keen proofreading skills. After a brief discussion the Chair confirmed that the Clerk should continue to publish the draft minutes on the noticeboards and website and that final corrections would be corrected at the monthly meetings as usual. Cllr Quinn proposed, and Cllr Simmonds seconded that the minutes of the meeting held on 1st November 2018 be agreed and signed as a correct record.

5) Matters Arising

The Bull Ring

The Clerk said that Neil Snowden suggests that Allendale Parish Council seeks the permission of the landowner before proposing changes to the road layout. The Clerk to ask for the advice of Stephen Rickitt about how the Council sets about trying to close off the diagonal road between the Bull Ring and the car park and for NCC to adopt the road past the Post Office instead.

Orientation panel

Cllr Lee confirmed that he had passed the collective comments on the material content of the Allendale orientation panel to David Coverdale of North Pennines AONB as agreed at the previous meeting.

Pedestrian crossing

The Clerk to send the photographs received by a concerned resident that shows the run off from the drop kerb on the west side of the crossing that is causing flooding to the pavement past Bank House to County Cllr Horncastle.

The Council agreed to monitor the day-to-day parking habits around the new crossing due to parking spaces being lost as a result of the narrowing of the road. Cllr Dunn said that she was concerned that cars should not park on the footpath and suggested that double yellow lines would be helpful in this respect.

Bright light in Council Yard

The Clerk confirmed that the help of a Catton resident and Cllr Philipson in locating the light had been invaluable; Northumberland County Council had finally acknowledged that it was staff using the Council Yard who were forgetting to switch off the bright light when leaving the Yard.

Footpath through the wood beyond Holm's Lynn

Cllr Lee said that work to re-route the footpath was still on going and that efforts are being made to keep it in the wood but meanwhile the bankside continues to slip away.

Allotments

Cllr Philipson said that he had not yet met with the Allotment tenants to discuss the area within the allotments that is in need of restoration.

Waste bins

Cllr Lee said that an extra bin is needed at Bulls Hill where folks have been using a private bin until now. The Clerk said that new bins would need to be budgeted for at the next Finance Sub-Committee meeting.

Village Keeper

Cllr Baxter agreed to work with the Clerk to fill the Village Keeper vacancy.

Drop kerbs

The Clerk to request an update from Neil Snowdon who had previously agreed to formalise the existing drop kerbs in the Market Square and install these correctly including providing textured surfaces.

6) County Councillor update

Allendale First School

On behalf of County Cllr Horncastle, Chair Cllr Crellin said that an inspection of the school had been carried out and that there were no safety issues identified externally. He also confirmed that the property is soon to be transferred to a new owner now that the boundaries and parking issues have been resolved.

7) War Memorial Allenheads

Cllr White said that he had forwarded the information that the Clerk had sent about help and advice available to restore the war memorial to Sue Wardle. Sue would be meeting with other local people to discuss a way forward. Cllr White and Sue Wardle would keep the Council informed of developments.

8) Parking and caravans

The Council discussed the legalities of parking caravans and motor homes in the Village Square following on from advice that Cllr Dunn had received from the community policeman and information about how Corbridge Parish is managing its parking arrangements. Since there remains uncertainty around what is, and is not lawful, the Clerk was asked to invite Stephen Rickitt, Chair of NALC to a Parish Council meeting in the New Year at his convenience. It was hoped that Stephen, who is a national expert on Village Greens, would be able to provide good advice to Allendale Council on this issue.

9) Re-laying of cobbles in Market Place

Following on from Cllr Walter's resignation, Cllr Galley agreed to act as project co-ordinator and oversee the re-laying of the cobbles in the Market Place. The Clerk to forward the contact details and correspondence from Coulson Construction Ltd relating to this work to Cllr Galley.

10) Allendale Market Square

Triangle seating

Cllr Philipson to ask Melvin Robinson to put away the seating before New Year and return it in the Spring.

Sci-Fi Museum, Allendale (minutes of 4th October 2018 refer)

The Clerk to contact the planning enforcement officer to request that she advises this Council on whether planning permission should be sought for the wooden shed at the entrance to Osborne House in view of it being both a listed building and in a conservation area.

Autumn leaf collection

The Clerk confirmed that she has requested from NCC a second and final leaf collection although to date she has not yet received a response. The Clerk to follow up on this and request confirmation that this leaf collection will be carried out by Christmas ready for all the visitors to the Village at New Year. Councillors

said the following areas required extra attention: the pavement between the Methodist Chapel and Wentworth Terrace, Peck Riding, The Peth and further along at Thornley Gate, the path by the Library, The Dene corner, stretches of Station Road, Shilburn Road, Catton Lane.

Bus stop

The Council discussed the suitability of the current pick up and drop off points for people using the Go North East 688 bus service. Cllr White had observed the bus as a potential hazard to pedestrians when the bus driver had to cause to reverse the bus when there was no other way out of the square. The Council acknowledged that rationalising the parking could help with this and that it would again seek the advice of Stephen Rickitt, Chair of NALC.

11) Correspondence

Jennifer Adamson

The Council discussed a request for priority parking for local residents, and in particular for people with disabilities. Whilst there was not much the Council could do about this at present, it acknowledged that parking remains an issue to be examined as set out in the proposed Market Place Regeneration Plan.

Professor Stephanie Atkinson

Chair Cllr Crellin informed the meeting that he and the Clerk had been in contact with NCC and arranged for a shade to be fitted to the light that is currently very bright and shining directly into her home.

Catherine Stirling-Hill, Chair Allendale Village Hall & Recreation Ground

The Council discussed this request for a Yellow Bin of grit/salt to be situated near the Village Hall for the winter and agreed that the Clerk should ask NCC to install one.

12) Accounts for Payment (see Appendix B)

Cllr Galley proposed the accounts for payment, seconded by Cllr Simmonds.

Bank balance as at **29 November 2018**

Treasurer's Account - **£ £54,545.05**

Bank balance as at **9 November 2018**

Business 30-Day Notice Account - **£ 5,230.74**

13) Matters for next month's agenda

Councillor vacancy (Confidential agenda item)

14) Date of next Parish Council meeting

The next Parish Council meeting will take place on **3rd January 2019** in Allendale Village Hall at 7pm.

The meeting ended at 9:45 pm