

HAYDON BRIDGE AND HAYDON PARISH DEVELOPMENT TRUST

Minutes of the meeting held on 23 March 2021

Present

Mark I'Anson (Chair), Will Rutherford (Vice Chair), Esmond Faulks, Ian Foster, Eileen Charlton, Henry Swaddle, Kate Minto, Peter Fletcher

21.11 Apologies None

21.12 Declarations of interest None

21.13 Minutes of the meeting held on 20 January 2021

These were accepted as a correct record.

21.14 Matters arising not already on the agenda

Review date for lease for the library building: PF reported that the lease was signed on 29 September 2010 and that the rent review date is every 6th anniversary of the lease date. The next rent review therefore is 29 September 2024, and it had been agreed that the DT would take independent valuation advice when the rent review was due.

Cost of alarm: PF reported that he had not found a signed legal contract with ADT. We appear to be on an annual service agreement

Action: MI to talk to Safe and Secure, the alarm provider in the village to see if the DT could get better value from having an alarm contract with them.

BT: Mark reported that we could probably save £10-£12 a month by changing our landline telephone provider

Action: MI to go ahead and negotiate a cheaper contract

Library leak: IF reported that this had solved itself. It was agreed that no further action should be taken unless the leak started again.

21.15 Parish Plan

Tourism

Haydon Hundred (HH): MI reported that the event was listed on the British Cycling website and that we had 110 entries so far. Cyclo sportifs will be allowed for up to 1000 riders from 29 March so the event would go ahead. MI

has booked the company that does the timings and WR has booked WHM Meats for the hog roast

It was agreed that further work would be needed on running a socially distanced event – e.g. signing on and starting arrangements; toilet and food/drink arrangements at the water/flapjack stops - when the rules are clearer. We will probably need to allocate starting times to groups of riders. We may need to ensure that Marshalls have Covid tests.

Action: MI to set up meeting for the HH sub group; WR to contact the new headmaster at the High School about parking; IF to put out some more publicity on 29 March to confirm the event is going ahead on 12 June

Village leaflet: It was agreed that we needed a plan to distribute leaflets, starting after Easter. It was also agreed that there should be no charge to local businesses for the leaflets this year.

Action: IF, PF and WR to distribute the leaflets after Easter at no charge

Northumberland days Out Leaflet: IF reported that NCC has still taken no action to print yet because of Covid uncertainty.

Action: agreed we have a watching brief but pay to be in if the leaflet goes ahead for 2021

The Bridge:

WR and PF reported that the branches overhanging the roof at The Bridge had been cut back. Since then the trees at the front have also been pollarded.

EC reported that the volunteers wanted to open the library once they had had their second vaccination. This would probably mean a May or June opening. The volunteer team were now working with NCC on a re-opening plan, which would include volunteer training on some new NCC systems which the county council would pay for.

Communication:

HS has circulated the website usage figures. Graeme Sutton has been paid for website hosting for last year and this year.

HS reported that he has had to make a return to the Information Commissioner's Office. The DT is registered as a small charity and there is no fee.

Website links have been made to: the Universal Credit Helpline (at the request of the parish Clerk); the Environment Agency for the river level checks; and to the county council website about snow wardens.

Wording on the website has been modified in response to the complaint in relation to the link to the community Facebook page

HS has also added further information on Neighbourhood Plan work.

21.16 Governance matters

PF reported that the DT registered address had been changed to the library building with both Companies House and the Charity Commission.

Action: PF to do the Companies House annual confirmation statement when it was due on 25 March

21.17 Finance and grants

Financial report and grants: MI reported that he had circulated information on the latest financial figures up to the end of February 2021.

Cash Balance is £23.6k, of which £8.3k restricted.

Income for the year is £14.2k (NCC Covid19 grant of £10k, & Parish Council grant of £4.2k).

Expenditure for the year is £13.6k, of which 1.1k restricted (mostly Haydon Hundred costs before cancellation last year).

Annualised running costs (unrestricted) are around £13.2k.

Annual costs, therefore, are around £13.2k, of which £2.7k is depreciation so non-cash.

The balance is normally funded by Library Income £3k, HH income £3k and PC rent subsidy £4k.

MI concluded that the DT has a legitimate case to seek further Covid19 funding if the library remains closed. PF reported that Arch have given no indication about offering new rent holidays.

Action: PF to liaise with Parish Council and NCC to see if any further Covid19 recovery funding is available.

PF reported that he and EC had been sent information from the NCC library service about possible grants for community libraries from the Arts Council. These were service development type grants not Covid19 grants. It was agreed that these would be considered as part of the library re-opening plan.

21.18 Neighbourhood Plan (NP)

PF reported that a first draft of the NP had now been prepared and had been circulated to DT Directors for information along with a separate copy of the Community Action Plan, which has been divided into current and future community action.

MI reported that he had now joined the NP Steering Group and was involved in work to take the renewable energy side of the plan forward. An application to the Rural Community Energy Fund has been submitted for a renewable energy feasibility study for the parish.

The DT was set up after the 2008 Parish Plan. The actions from that plan had largely been completed and the DT now needed to re-think its purpose. The NP has a long list of community actions and the DT would need to agree which ones it might get involved in taking forward or supporting others to take forward.

EF and EC on behalf of the Parish Council said that the DT has been a very good and successful model for taking forward community actions that needed funding and an organisational structure behind them. The DT had worked well alongside the PC and each played complementary roles. Having senior PC representation on the DT had ensured that communication between the two bodies had been good throughout the last ten or more years.

IF questioned whether the DT needed renewal in terms of bringing new directors on board and taking on new projects coming out of the NP. All DT Directors supported this.

MI said that a number of the community actions had significant financial and organisational implications and a mature and skilled organisation such as the DT would be needed to take them forward, or act as a facilitator or supporter for another group that might take the lead. He mentioned the Luncheon Club as an example.

KM said that she had recently looked at the DT's objects and they already included a number of priorities set out in the NP such as climate change. The main gap in relation to the objects was housing, if the DT wanted to take on the role of owner of Community Led Housing that might be developed in the future as part of the NP action plan.

PF said that the NP Steering Group had been focusing on doing the work to produce the draft plan and had not yet started to consider how the community actions might be taken forward, nor whether any Steering Group members would want to stay involved to take action plan areas forward. However, this would be a main focus at the next meeting in April.

MI said that he had done some initial thinking about possible actions that might fit with the DT

Action: PF, EF and EC would look at the community actions to see which should fall under the direct remit of PC action; PF and MI to look further at possible actions that might fit with the DT

21.19 Any other business (notified to the chair before the meeting)

IF reported that an email had been received from Scottish Power about putting in an electricity meter at The Bridge. It was agreed that no action should be taken on this at the moment.

21.20 Date of next meeting

Tuesday 18 May at 7pm.