HAYDON BRIDGE AND HAYDON PARISH DEVELOPMENT TRUST

Minutes of the meeting held on 28 April 2026

Present
Mark I'Anson (Chair), Will Rutherford (Vice Chair), Henry Swaddle, Peter Fletcher, Ian Foster, Jo Bates, Michael Sadgrove, Tessa Simmonds, Christina Taylor, Kate Minto, Joanna Thompson, Siobhan Stephenson and Anne Suddes.

Carole Price attended for items 26.17 and 26.20

26.13 Apologies
Apologies were received from Phil Hartley.

26.14 Declarations of interest - There were none.

26.15 Minutes of the meeting held on 4 February 2026 –The minutes were approved.

26.16 Matters arising not already on the agenda
25.49 John Martin Exhibition. TS reported back that St Cuthbert's Church has offered to host some of the John Martin Exhibition panels in the foyer of the Church. HS provided some guidance as to what art to show but said it was up to the PCC to make that decision. It was recognised that care was needed as to how to hang the pictures, given the damp in the foyer. MS said that if the pictures were to be hung via permanent fixings on the walls then a faculty might be required.
Action: TS was thanked and agreed to take this forward

26.17 Proposal for overarching village map
Carole Price had circulated a short paper setting out the proposition for this, and the urgency of getting the design agreed so that the grant to the Nurture Project for this could be spent. DT Directors were very supportive of this idea and felt that the main question weas how much could be fitted on the map. They confirmed that they were happy for one of the poster boards to be put on the north wall of The Bridge. **Decision: DT supported this initiative. CP to take it forward in liaison with SS, as the Nurture Project held the funds**

26.18 Haydon Hundred 2026
MI confirmed that the HH would be on Saturday 13 June, with the same routes as last year. There were 60 entrants so far, down on the number at this time last year. The idea of encouraging High School students to participate at a discounted entry rate was discussed and it was agreed it was worth pursuing.
Action: MI to check insurance rules for under 16 participants; PF to approach High School headteacher
MI confirmed that the idea of a family cycle ride had been explored but that the proposed route had been deemed unfeasible because of safety reasons. We would be continuing with last year's automated entry system and are listed on 4 cycling sites. The sub group would meet soon to plan the event in more detail **Action: MI to arrange**
MI provided a list of volunteering tasks for the day. Most DT Directors indicated that they were available to volunteer on the day

Action: PF to publicise in the Newsletter and KM to alert The Bridge volunteers that they will be needed on the day

26.19 Current and future operation of The Bridge

PF had circulated the Bridge Team Leaders meeting notes of 23 February 30 March 2026.
Details of the alarm code had been moved.
KM reported that she and another Bridge volunteer had just attended the Northumberland Library service annual conference – the first time HB library had been invited. They were made very welcome and it was a useful event.
KM reported that there had been 5,500 responses to the libraries review consultation. The Parish Council had sent in a response on behalf of the library, as it is the main funder. One of the main recommendations is for 6 more community access libraries, like HB. Proposals will go to Cabinet in September for approval and be implemented next year. There is likely to be one service level agreement for all the community access libraries.
There was a discussion about the cost of rent and insurance for The Bridge: **Action: PF to bring a copy of the lease to the next DT meeting**
PF and PH were suggesting the weekend of 16/17 May for painting the outside of The Bridge. PH has mended the windowsills. JB said it would take 2-3 days/part days, given that making good and undercoating would be needed. **Action: PF to email directors with the dates**

26.20 Neighbourhood Plan and Community Actions Update

1. *Sustainability and climate change*

1a) Secure funding for initial overall feasibility study for community led renewable district heating options
PF and SS had been to a recent Community Foundation conference on the environment, including energy initiatives.
MI reported on the impasse for moving ahead with the district heating system because of the lack of a suitable site for an energy centre. In addition MI said that government funding seemed to be focusing on individual solutions for householders such as heat pumps.
There was discussion about what approach to take going forward, and what to feed back to the next Steering Group meeting on 5 May
Action: The Net Zero Group to tell the Steering Group that they want tom focus on:

- **Getting funding to support an energy adviser for households in the village, supported by CAN**
- **Reviewing options for community electricity generation with profits ploughed back into supporting energy initiatives in the parish. This to include: solar (talk to Humshaugh and Acomb); wind turbines (WR said he has had approaches from commercial companies): and hydro power**

2. *Built & Historic Environment*

2c Plaques group
AS reported that a further 4 plaques are in the planning stage, to include: the Almshouses; Railway Hotel and station signal box

5. Vibrant and thriving communities

5a Securing access to High School facilities

PF reported that representatives from the DT, PC and Shaftoe Charities had a constructive meeting with the then headteacher Davids Nisbett on Thursday 12 February. He has now resigned.

Action: PF to pick actions up with the new acting Headteacher Richard O'Connor.

Carole Price reported that she had been invited to meet the new head on 27 April. He had been very supportive about building links with The Bridge and one pupil is coming to knit and natter on Tuesdays with their teaching assistant. He also wants to build up other practical initiatives for pupils with the community such as gardening.

26.21 A strategic approach to Communications

a) Newsletter – PF reported that the tenth (May) edition of the Newsletter was about to be published. The PC is prepared to fund additional paper copies and he is circulating a feedback form to all locations that have hosted paper copies for the last 3 editions to ascertain how many paper copies to print in the future.

b) Website – IF reported that the website is working well. **Action: IF to circulate website report**

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c) Social media: The change with the social media arrangements with KM now posting as The Bridge is working well. The aim is for a person from each Team to be able to post under supervision from a Team Leader. There is also an Instagram post set up though this is not live yet. There are twice as many hits with Facebook as with X and this seems to be the most popular social media outlet.

26.22 Governance

a). Companies House personal codes: PF reported that when he came to do the annual Confirmation Statement for Companies House, the Personal Code for JT not accepted and that IF had been unable to get a personal code for reasons the DT Directors were aware of. **Action: PF to liaise with JT, IF and Companies House to try to resolve the personal codes issues**

b). Submission of Confirmation Statement: PF was unable to submit the Confirmation Statement unless all Directors had personal codes accepted by Companies House. The Directorships of IF (on 2 April 2026) and JT (on 7 April 2026) had therefore had to be terminated so that the Confirmation could be submitted, which it was on 7 Aril and accepted on 10 April

Decision and Action: IF and JT to be co-opted back onto the DT as Directors, to be confirmed with Companies House once the personal codes issues had been resolved

c). Policies: Revised Policies on Safeguarding (PD001), Financial Controls (PD004), and Risk Management (PD005) had been circulated. The Safeguarding Policy and Appendices had been reduced from 32 to 21 pages and any alert would be referred to One Call from now on (there had never been an alert up till now). Cyber safety has been added to this policy.

Decision: Revised Policies PD001, PD004 and PD005 were approved

PF to meet with MS to get guidance on his role in relation to risk management issues for which the Company Secretary had monitoring responsibility

d).Relationship/liability for sub groups:

Decision: it was agreed that the DT has no responsibility or liability for groups such as the luncheon club and the gardening group, where the DT just acts as holder/host of the funds and has no responsibility to run these groups.
Action: KM/MI to draft a simple disclaimer form for such groups to date and sign

26.23 Finance and Grants

a) Corporation Tax response form: MI reported that he has not been able to resolve this despite numerous efforts, and any further action was on hold.
b) Building Society deposit renewal: MI reported that he had renewed for 6 months with the Cambridge Building Society
c) Charity Commission fundraising guidance: KM reported that the DT needs to include the charity commission and companies house numbers on future fundraising literature
d) Feathered Flag: PF and KM said that the feathered flag was wearing badly, with the approach to patch it for as long as possible. **Decision and action: it was agreed that the feathered flag was an excellent PR tool and that a new flag could be ordered when needed**
e) Nearly end of year DT accounts: MI reported that figures were not yet finalised, but the income for 25-26 was approximately £20,415 and expenditure approximately £21,694 including depreciation. This meant a notional loss of £1,278 of which £2,667 was depreciation. This resulted in a cash surplus of £1,400. MI circulated the income breakdown. The role of the Bridge volunteers in bringing in substantial funds was welcomed. The very small surplus from third party sales was noted.

Decision: it was agreed to up the DT charge on 3rd party sales from 10% to 20% of sale costs

26.24 Any other business - None

26.25 Date and time of next meeting

7pm on Tuesday 14 July 2026 at The Bridge.