



**WEST BEDLINGTON  
TOWN COUNCIL**

**Minutes of the Meeting held on Thursday 8th December 2016 at 6.30 pm at Bedlington Community Centre, Bedlington.**

**COUNCILLORS PRESENT:** M Robinson (Chair), K Dalton, J Dobie, D Graham, P Hedley, A Hogg, C Taylor.

**COUNCILLORS NOT PRESENT:** J Tyler, S Tyler.

**ALSO IN ATTENDANCE:**

Town Clerk S Young and 5 (Five) members of the public.

**PRESENTATIONS**

There were presentations from Lynemouth Day Centre in support of their funding applications (Agenda Item 13). Apologies for not been able to attend were received from Bedlingtonshire Community High Street School in respect of their Community Chest application.

**OPEN SESSION**

- A resident congratulated The Council on the recent Christmas Lights Switch on Event and Christmas Fair and thanked Leah Bell for arranging the event.

**C174/16 - 1. APOLOGIES FOR ABSENCE**

Apologies for absence received from Councillor J Tyler.

**RESOLVED to accept the apologies for absence received.**

**C175/16 - 2. MINUTES OF THE LAST MEETINGS**

**RESOLVED that the minutes of the West Bedlington Town Council meeting of 10<sup>th</sup> November 2016 are approved.**

**C176/16 - 3. MATTERS ARISING**

There were no matters arising from the Minutes of 10<sup>th</sup> November 2016.

**C177/16 – 4. DISCLOSURE OF INTERESTS**

The following disclosures were made for this meeting.

Councillor Hogg in relation to Agenda Item 13 – Lynemouth Day Centre Ltd funding request.

**C178/16 - 5. CHAIRS UPDATE**

The Chair provided updates on the matters summarised in Appendix A – Chairs Update

**C179/16 - 6. COMMITTEE / WORKING GROUPS**

- a. Finance and Governance – No further meeting. (Members were reminded that the next Budget Preparation meeting is on 15<sup>th</sup> December 2016 at 6.30pm).

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- b. Events and Communication working group – Councillor Graham provided a verbal report in relation to the Christmas Lights Switch on Event and Christmas Fair on 2<sup>nd</sup> December 2016.
- c. Services Committee – Councillor Taylor provided a verbal update in support of the previously distributed draft copy of the minutes from the Services Committee meeting held on 24<sup>th</sup> November 2016.

**RESOLVED to accept all committee / working group reports**

#### **C180/16 - 7. MATTERS FOR DISCUSSION / DECISION**

- a. **RESOLVED to approve the following Internal Control documents:**
  - i. **Risk Assessment and Management 2015/16**
  - ii. **Statement of Internal Controls 2015/16**
  - iii. **Internal Audit terms of reference 2015/16**
- b. **REJECTED to support the proposal for a NE22 Magazine.**
- c. **RESOLVED to approve the proposal to host a further Jobs Fair.**
- d. **REJECTED to support the proposal to renew The Councils advert in St Cuthbert's Parish News.**

#### **C181/16 – 8. CORRESPONDENCE**

**RESOLVED that all Correspondence, Consultations and Invitations (Appendix B) has been properly received and actioned.**

#### **C182/16 - 9. COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES**

- I. Town / Parish Liaison Committee (Councillor Robinson) – no meeting to report upon.
- II. NALC – (Councillor Dalton) – report circulated.
- III. LMAPS now Community Safety Hub– (Councillor Hedley) – report circulated.
- IV. Northumberland In Bloom – (Councillor Hedley) – report circulated.
- V. Gallagher Park Steering Group – (Councillor Dalton) – no meeting to report upon.
- VI. Dr Pit Stakeholder Meetings – (Councillor Dalton) – no meeting to report upon.
- VII. Bedlington Partnership – (Councillor Robinson) – no meeting to report upon.

**RESOLVED to accept all reports provided.**

#### **C183/16 - 10. CLERKS REPORT**

**RESOLVED to accept the Clerks report (Appendix C).**

#### **C184/16 - 11. SCHEDULE OF PAYMENTS AND RECEIPTS**

**RESOLVED to approve the schedule of payments and receipts (Appendix D).**

#### **C185/16 - 12. PLANNING**

**RESOLVED not to make any comment in relation to any of the applications contained within the schedule for the meeting (Appendix E).**

Planning decisions are shown in Appendix F for information only.

#### **C186/16 - 13. COMMUNITY CHEST / PUPILS FUND APPLICATIONS**

- **Community Chest Application – RESOLVED to award £175 to Bedlingtonshire Community High School**
- **Community Chest Application – Rejected the application from Bliss Mediation Services One Stop Place**
- **Funding Application - RESOLVED to approve the application to underwrite a trial luncheon club for a period of six months only.**

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**C187/16 - 14. RESIDENTS NEWSLETTER**

The Chair advised that the results of the 2016 National Parish Magazine Awards have been finalised, with the standard this year the highest ever. Out of over 600 entries The Councils own Residents Newsletter magazine achieved 28th place in the A4 Category.

**C188/16 - 15. ANY OTHER BUSINESS**

Councillor Hogg – letter to St Cuthbert’s Church re fly posting on Council assets.

Councillor Robinson – provision of WW1 Memorial Seat(s) at the War Memorial.

**C189/16 - 16. DATE OF NEXT MEETING**

**RESOLVED the next meeting of the Council will be held on Thursday 12th January 2017 at 6.30pm at Bedlington Community Centre**

The Chair suspended Standing Orders briefly to take comments from members of the public present ahead of exempt business.

**C190 /16 – 17. EXEMPT BUSINESS**

To exclude the Press and Public under section 1 (2) of Public Bodies (Admission to Meetings) Act 1960 for the following items on the Agenda, on the grounds that it may involve the disclosure of confidential information.

1. **RESOLVED to approve the recommendation of Finance and Governance Working Group in relation to The Clerks annual assessment and pay review. The Clerks annual holiday entitlement will be increased by (one) additional day with effect from financial year 2017/18.**
2. **RESOLVED to make provision for the following potential items of expenditure within The Councils budget for 2017/18.**
  - a. **£30,000 provision to employ a Council operative.**
  - b. **£3,000 provision for War Memorial Seats (only if not viable within current financial year).**
  - c. **£500 provision to host two Job fairs annually.**

The meeting closed at 8.09pm

Signed by the Chair

12th January 2017

**Appendix A, B, C, D and E only Form Part of these minutes.**

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## Appendix A – Chairs Update (Agenda Item 5).

Chairs Update – November 2016

Well it's a case of good news and bad news tonight I'm afraid ..... Oh and some great news!

I had a follow up meeting with our senior NCC Locality Officer about all the problems we have been having getting answers and actions of NNC. Both him and his boss asked for a list prioritising these complaints so we gave them a list with about 16 – 18 items in order of importance.

They asked for a week to sort them out. We gave them a month!

At the follow up meeting we were informed that their own enquires to their fellow officers were just about exactly the same as the replies we have been getting ..... i.e. none existent! He admitted this was not something that could be allowed to continue. So this whole episode has been kicked upstairs to the top of the NCC tree!

Anyway he did have some good news, which was they managed to sort out some of the concerns. Unfortunately there were only 3 resolution and they were not the top 3 we had asked about, they were not even the middle 3, they were the last 3 on the list or the ones we felt least important! However it did show that had been trying and knowing the guy in question I have no doubt he did.

Anyway now for the better news.

We have had a very tentative meeting with a Bedlington business about them advertising on some of our assets, namely our bins. If we can pull this off this will be a marker for measuring future performance because not only have the bins been cost neutral to us, the fitting shouldn't cost us, plus we are replacing all of the post mounted ones with better models and now we could see them raising an income. I suggest that's the way to do a bin replacement project!

I have also had talks with the manufacture of our gateway features and they are just about ready to be installed. We should see them in place within a month and everyone who has seen them being made has stated how impressed they are with them!

So that's the better news, now some great news! As you know we applied for every sou, drachma, euro and bottle top left in the S106 funding pot after it had been decimated by NCC projects themselves! Well we have been awarded the whole lot! This is on top of negotiating a cash injection off NCC for our old play equipment.

This means that for our play equipment project, which as I have said is the biggest single spend to date for this Council, we have managed to clawback nearly one third of the cost to tax payers. Again, personally, as one of those taxpayers, I applaud this Council for its imaginative ways to mitigate undue expense. What this means ultimately is that the funds we took out of reserves notionally, we can put about half back!

Again another fantastic result for residents.

Just for information:

Christine and I were invited to St Bede's school to see their road safety project. The children had done posters warning of the dangers and promoting road safety. We both thought the whole lot of them were excellent but winners had been chosen for a special board. We asked for photographs of this for our next newsletter. The road concerns the children highlighted was the dangerous entrance to their own school, something this council has already been warning NCC about.

Our second schools invite is to West End School where the head has invited us in to thank council for our recent funding contribution to them.

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## Appendix B – Correspondence, Consultations and Invitations. (Agenda Item 8).

### a) Correspondence

Ref	From	Summary	Action
212/16	Northumberland CVA	Seahouses Funding Fair	Noted and Circulated
213/16	NALC	Enews 3 November 2016	Noted and Circulated
214/16	Northumberland County Council	Schedule of Removed BT Phone Boxes	Noted and Circulated
215/15	Adam Hogg	Copy Letter from NCC Planners re Miller Homes Development.	Noted and Circulated
216/16	NALC	Enews 8 November 2016	Noted and Circulated
217/16	NALC	Code of Conduct Northumberland Model	Noted and Circulated
218/16	NALC	IAR Analysis – Draft One	Noted and Circulated
219/16	Northumberland County Council	16 Nov 2016 Area Committee South	Noted and Circulated
220/16	Northumberland CVA	ebulletin	Noted and Circulated
221/16	W L Straughan	Newsletter	Noted and Circulated
222/16	Highways England	A1 in Northumberland Road Improvements	Noted and Circulated
223/16	NALC	Issues Arising Reports 15 Nov 2016	Noted and Circulated
224/16	NALC	Material and Non Material Planning Considerations	Noted and Circulated
225/16	NALC	Possible Changes to the Model Code of Conduct	Noted and Circulated
226/16	NALC	Enews 15 Nov 2016	Noted and Circulated
227/16	Northumberland CVA	New Volunteer Opportunity Database	Noted and Circulated
228/16	Northumberland CAN	First Aid Course	Noted and Circulated
229/16	Civic Voice	Press Release	Noted and Circulated
230/16	Northumberland Wildlife Trust	Santa Grotto Event	Noted and Circulated
231/16	Northumbria Healthcare	Temporary Changes to Urgent Care Centres	Noted and Circulated
232/16	NALC	2018 Parliamentary Boundary Review	Noted and Circulated
233/16	NALC	CCTV	Noted and Circulated
234/16	NALC	Enews 22 Nov 2016	Noted and Circulated
235/16	Bedlington Community Allotment	Winter Opening Times	Noted and Circulated
236/16	Dr N Clague	Request for Traffic Controls	Noted, Circulated and Replied.
237/16	Steven Mason NCC	Bedlington Steering Group	Noted and Circulated
238/16	NALC	Enews 29 Nov 2016	Noted and Circulated
239/16	NALC	External Auditors	Noted and Circulated
240/16	Northumberland County Council	Funding eBulletin Nov/Dec 2016	Noted and Circulated

### b) Consultations

Owner	Description	Where and When
Northumberland County Council	Major Modification to Core Strategy Pre Submission Draft	Between 11 Nov 2016 and 23 Dec 2016 On Line
NALC	Dependant Carers Survey	On Line by 18 Jan 2016

### c) Invitations

Date	From	Description	Comments
TBA	West End School	Invite to Mayor & Deputy Mayor	Mayor / Deputy Mayor
17 Nov 2016	Nathaniel Litchfield & Partners	Public Consultation	Open to all
25 Nov 2016	St Bedes RCVA Primary School	Road Safety	Open to all

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### Appendix C – Clerks Report (Agenda Item 10).

The Clerk update members of some of the website issues that had been experienced recently and reminded members that the email addresses within the website should not be used for the time been.

### Appendix D – Schedule of Payments and Receipts (Agenda Item 12) Payment 1<sup>st</sup> Nov 2016 to 30<sup>th</sup> Nov 2016. All payment GROSS of VAT. (Agenda Item 11).

Payee	Amount	BCC	Bloom	Description
Talk Talk Business	34.75			Telephone + internet
MW Design	1,895.00			Graphic Design + Printing
Widescope Web Design	168.00			Hard Drive Repair
Sleekburn Welding Ltd - Lloyds Com Finance Ltd	222.00			Bus Shelter Repairs
Sleekburn Welding Ltd - Lloyds Com Finance Ltd	202.80			Bus Shelter Repairs
Getmapping PLC	184.80			Annual Subscription
The Poppy Appeal	25.00			Wreath
ThruYorDoor	202.50			Newsletter Distribution
Station Entertainments Ltd	40.00			PA System
W L Straughan & Son Ltd	552.00			Removal / Installation Seats
West End First School	1,500.00			Pupils Fund Award
Bedlington Town FC	500.00			Community Chest Award
Leading link	500.00			Community Chest Award
Northumberland County Council	2,706.75			Payroll Costs
Sleekburn Welding Ltd - Lloyds Com Finance Ltd	180.00			Litter Bin Repairs
Sleekburn Welding Ltd - Lloyds Com Finance Ltd	60.00			Litter Bin Repairs
Broxap Limited	6,768.00			New Litter Bins
Amberol Limited			854.40	Self-Watering Floral Fountain
Entertainment Unlimited	6,000.00			Christmas Event
Philips Design Ltd	180.00			PVC Banners
Northumberland County Council	(6,000.00)			Play Area Contribution
Zen Internet Ltd	8.39			Domain Name Annual Fee

### Appendix E – Planning Applications Received for Comment. (Agenda Item 12).

Ref.	Description	Response Due
16/03048/VARYCO	Removal of Condition 4 (renewable energy provision) pursuant to planning application 09/E/00548/FUL - to allow the removal of renewable energy Location Bedlington Lane Farm Hartford Road Bedlington NE22 6AA	8th December 2016
16/03601/FUL	Change of use for agricultural land to Class D1 (Non-residential Institutions) and erection of training room facilities. Location Burnt House Farm Netherton Road Bedlington Northumberland NE22 6AZ	13th December 2016
16/04121/FUL	Proposed erection of a one storey tiled roof extension Location 27 Thorntree Drive Beaufront Park Bedlington Northumberland NE22 7LR	15th December 2016
16/04130/ADE	Advertisement Consent: Installation of 2 fascia signs (one to be illuminated) and installation of 1 hoarding sign. Location Boots Chemist 28 Front Street West Bedlington NE22 5UB	15th December 2016
16/04174/FUL	Proposed demolition of conservatory on rear elevation replacing with sunroom extension; conversion of existing integral garage into study with new detached double garage in front garden Location 6 Richmond Close Hazelmere Bedlington Northumberland NE22 6NG	20th December 2016

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**Appendix F - Planning decisions notified to WBTC by NCC - Information Only**

<b>Ref.</b>	<b>Description</b>	<b>Decision</b>
16/03527/FUL	Proposed single storey front porch and side utility extension with proposed rear two storey extension along with adjacent biomass fuel store. Location High Ewart Hill Farm Hartford Road Bedlington NE22 6AB	GRANTED
16/03721/FUL	Proposed side and rear two storey extension to provide additional bedroom space with en-suite and ground floor utility room Location Rowan Brae 4 Netherton Road Nedderton Village Northumberland NE22 6AS	GRANTED
16/03839/FUL	New ramp from existing fire exit to car park Location Meadow Park Choppington Road Bedlington NE22 6LA	GRANTED
16/03655/ADE	1 X Illuminated fascia logo only, 1 X Internally illuminated logo, 6 X nonilluminated wall mounted aluminium panels, 1 X Internally illuminated totem Location The Co-operative The Ridge Farm Netherton Lane Bedlington Northumberland NE22 6DZ	GRANTED

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