

To: **ALL MEMBERS OF THE COUNCIL**

You are hereby summonsed to attend the meeting of **WEST BEDLINGTON TOWN COUNCIL** to be held at **Bedlington Community Centre**, Front Street West, Bedlington. On Thursday 14th December 2017 at 6.30pm

The agenda for the meeting is set out below.
Steven Young - Town Clerk
6th December 2017



PRESENTATIONS

An invitation to present has been sent to Bedlington Football Club in respect of their funding application (Agenda Item 14).

QUESTIONS TO THE COUNCIL

- The Chair will invite members of the public present to put questions and bring matters to the attention of the Council.
- This question time will last for a period of up to 15 minutes overall (which may be extended if the Chairman deems it necessary)
- In order to give every member of the public a fair chance of asking a question, the number of questions asked by any individual person may be limited at the Chair's discretion. The above covers both verbal and written submissions.
- Any member of the public who speaks should first state their name and address.

Please note that Members of the Public are not permitted to speak after question time is completed.

1) APOLOGIES FOR ABSENCE

To receive apologies for absence from Councillors.

2) MINUTES OF THE LAST MEETINGS

To sign as a correct record the minutes of the West Bedlington Town Council meeting held on 9th November 2017.

3) MATTERS ARISING

To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.

4) DISCLOSURE OF INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 12th July 2012. Members are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.
Any member needing clarification should contact the Town Clerk.

5) CHAIRS UPDATE

The Chair will make any relevant announcements and provide updates to the members.

6) COUNTY COUNCILLOR UPDATES

Any announcements or updates from Northumberland County Council Councillors.

7) COMMITTEE / WORKING GROUPS –

- I. Finance and Governance Working Group** - Update from the group Chair – Councillor Taylor.
- II. Events and Communications Working Group** - Update from the group Chair – Councillor Graham.
- III. Services Committee** - Update from the Committee Chair – Councillor Trimming (Draft minutes of meeting 23rd November 2017 circulated to members).

8) MATTERS FOR DISCUSSION / DECISION

- a. **Festive Lights at St Cuthbert's Church Bedlington.** The Council are asked to consider a request from St Cuthbert's Church to help fund the replacement of the Church's festive outdoor lighting. The approximate cost of replacing the lights is £3,000. (Letter distributed to members).
- b. **Neighbourhood Plan Working Group – Terms of Reference.** The Council are requested to determine the terms of reference of its Neighbourhood Plan Working Group. (Draft terms of reference distributed for discussion only).
- c. **Trotter Memorial - Agenda Item deferred from Council meeting of 9th November 2017.** The Council are requested to discuss and decide upon a proposal to erect "ornamental" railing around the Trotter Memorial. Councillor Taylor.
- d. **Pupils Fund.** The Council are requested to discuss and decide upon a proposal to revise the current application process and qualification criteria for the Pupils Fund. Council Minute C05/15 resolved to establish the annual fund. (A copy of the current guidelines distributed to members for information). Councillor Tyler.
- e. **New Projects / Items of Expenditure for 2018/19 Budget.** The Council are requested to discuss and decide upon proposals to include the following new projects within its 2018/19 budget planning.
 - i. Newspapers for public library.
 - ii. Schools Art project for bus shelters.
 - iii. Community CCTV.
 - iv. Speed sign maintenance.
 - v. Bus shelter timetable information.
 - vi. Sports Centre viability surveys.
 - vii. Projects jointly funded with Northumberland County Council.
 - viii. 2018 Gallagher Park Music Event.
 - ix. Schaulksmuhle Town Twinning
 - x. Skate Park
 - xi. Trotter Memorial Railings (see Agenda Item 8c).
 - xii. School Uniform Reuse Scheme.
- f. **New Projects for 2018/19 to be funded from Reserves.** The Council are requested to discuss and decide upon proposals to include the following new projects within any planned spending from specific reserves.
 - i. New Festive Lighting at St Cuthbert's Church Bedlington. (See Agenda Item 8a.)
 - ii. Lighting and Flag Pole for War Memorial.
 - iii. Remembrance Centenary.
 - iv. Two Bus Shelters on Schaulksmuhle Road Bedlington.

9) CORRESPONDENCE.

The Council are requested to accept all correspondence, consultations and invitations and the actions noted shown in **Appendix A**.

10) COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES

Feedback from Councillor Representatives on External Committees - Standing item if anything needs to be reported. Written reports please.

Reports from Councillor Representatives

- a. Town / Parish Liaison Committee - Councillor Taylor.
- b. NALC – Councillor Hogg.
- c. COSH (Previously LMAPS) – Councillor Hedley.
- d. Gallagher Park Steering group – Councillor Graham.
- e. Dr Pitt Stakeholders meeting – Councillor Trimming.
- f. Humford Dam Residents Group – Councillor Hogg. (Note Distributed).
- g. Bedlington in Bloom – Councillor Hedley.

11) CLERK'S REPORT

The Council are requested to approve the Clerks Report **Appendix B**.

12) SCHEDULE OF PAYMENTS AND RECEIPTS

The Council are requested to approve the schedule of payments and (receipts) shown in **Appendix C**.

13) PLANNING

The Council are asked to discuss and decide if it wishes to make any comments in relation to the Planning applications received for comment shown in **Appendix D**.

(Note: recent notified planning decisions are shown in Appendix E for information only).

14) COMMUNITY CHEST / PUPILS FUND / FUNDING APPLICATIONS AND REQUESTS

- The Council are requested to consider and decide upon a Community Chest application from Bedlington Football Club.

15) RESIDENTS NEWSLETTER

Any updates in relation to the publication and distribution of the Councils resident's newsletter.

16) ANNUAL MEETING OF THE TOWN 2018.

Any updates in relation to The Annual Meeting of The Town on Wednesday 30th May 2018.

17) POLICE REPORT

The Council are requested to note the report provided.

18) SPORTS CENTRE

- a. Any updates in relation to the sports centre project.
- b. The Council are requested to discuss and decide upon the formation of a Working Group to lead on the Sports centre project, together with its membership and suggested terms of reference (for formal adoption at a later meeting).

19) FINANCE UPDATE

- a. The Council are requested to note and approve the latest internal audit report. (Copy distributed to members).
- b. The Council are requested to note and approve the latest financial update and bank reconciliation. (To be distributed ahead of the meeting to members).

20) ANY OTHER BUSINESS

Advance notice of items to be brought forward to the next meeting of the Council.

Town Clerk – Asset Register Review and Approval.

Town Clerk - Internal Control documents:

- i) Risk Assessment and Management 2017/18
- ii) Statement of Internal Controls 2017/18
- iii) Internal Audit terms of reference 2017/18

Town Clerk – Budget and Council Tax Precept setting.

21) DATE OF NEXT MEETING

The next meeting of the Council will be on Thursday 11th January 2018 at 6.30pm in Bedlington Community Centre.

22) CLOSE OF MEETING

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

David Graham, Paul Hedley, Cath Henderson, Adam Hogg, Kathleen Roach, Christine Taylor, Victoria Thompson, Mike Trimming, Jim Tyler.

Appendix A, B, C and D Form Part of this Agenda

Appendix A – Correspondence, Consultations and Invitations. (Agenda Item 9).

a. Correspondence

Ref	From	Summary	Action
330/17	Northumberland County Council	Nedderton Village Speed Survey Update	Noted and Circulated
331/17	Northumberland County Council	Petition Traffic Calming Victoria Tce / Rothesay Tce – inclusion on NCC area meeting agenda.	Noted and Circulated
332/17	NALC	Enews 7 November 2017	Noted and Circulated
333/17	NALC	EU Funding	Noted and Circulated
334/17	NALC	Action Points From Northumberland’s Town & Parish Council Conference 5 Oct 2017	Noted and Circulated
335/17	NALC	Northumberland Larger Councils Follow Up Note	Noted and Circulated
336/17	Northumberland County Council	Area Meeting Agenda	Noted and Circulated
337/17	NALC	Enews 14 November 2017	Noted and Circulated
338/17	NALC	Local Plan preparation update	Noted and Circulated
339/17	Northumberland VCS	e-bulletin – Issue 18	Noted and Circulated
340/17	NALC	Websites + Copyright Breach	Noted and Circulated
341/17	Northumberland County Council	Update – Unauthorised Advertisement at Durham Bed Centre, 16c Front Street West, Bedlington.	Noted and Circulated
342/17	Northumberland County Council	Pension Fund Joint Working with TWPF	Noted and Circulated
343/17	Northumberland County Council	BT telephone boxes and exchanges	Noted and Circulated
344/17	Shiver TV Castings	Appeal For Grandparents	Noted and Circulated
345/17	Ashington CAB	Article for Residents Newsletter	Noted, Circulated and to be considered for inclusion in newsletter at future meeting.
346/17	Piet Snellen	Update on appeal for family members of serviceman Flight Sergeant William Orange.	Noted and Circulated
347/17	Small Authorities Audit Appointments	Notification of External Auditor for 2017/18.	Noted and Circulated
348/17	NALC	Enews 21 November 2017	Noted and Circulated
349/17	Bedlington Forum	Info about staff at The Grapes distributing free hot drinks to Remembrance Service attendees	Noted, Circulated and letter of thanks to The Grapes.
350/17	County Councillor Dixon	Request For Funding To Support 2018 Music Event in Gallagher Park.	Noted, Circulated and added to agenda.
351/17	Northumberland County Council	Possibility of been involved in a newly constituted organisation to deliver a Music Event in Gallagher Park.	Noted, Circulated and Info gathering meeting convened.
352/17	Northumberland County Council	Neighbourhood Planning Update – Nov 2017	Noted and Circulated
353/17	Northumberland County Council	Further Update – Unauthorised Advertisement at Durham Bed Centre, 16c Front Street West, Bedlington.	Noted and Circulated
354/17	Northumberland County Council	Suggested Budget Provision For Painting of Additional Lampposts	Noted and Circulated
355/17	Northumberland County Council	On Line Safety At Christmas	Noted and Circulated
356/17	Mr K Dalton	Congratulations To Council re Xmas Lights	Noted and Circulated
357/17	Mrs J Brennan	Note Of Thanks To Council re Xmas Lights	Noted and Circulated
358/17	Mr T Moss	Xmas Lights Feedback	Noted and Circulated
359/17	NALC	Operation London Bridge - Update	Noted and Circulated

b. Consultations.

Owner	Description	Where and When
Northumberland County Council	Pharmacy Needs Assessment	On Line until 31 st Jan 2018 or comments to publichealth@northumberland.gov.uk

c. Invitations.

Date	From	Description	Comments
10 th Dec 2017	The Salvation Army Bedlington	Christmas Sing Along	All Welcome – Bedlington Market Place at 3pm
6 th Dec 2017	Central Northumberland VCS	Network Meeting	Open to Council Representative
8 th Dec 2017	Northumberland Community Enterprise	Christmas Carol Service	All Welcome – 5pm Shields Road, Stobhill, Morpeth.

Appendix B - Clerks Report (Agenda Item 11). No report at this time – an update may be given at the meeting.

Appendix C – Schedule of Payments and Receipts (Agenda Item 13) Payment 1st October 2017 to 31st October 2017.

All payment GROSS of VAT.

Payee	Amount	BCC	Bloom	Dr Pit	Description
A Kilgour	119.50				Halloween Goods
Station Entertainments Ltd	150.00				Halloween Party
Harriet Povey	180.00				Halloween Zombie Dance
Bedlington Community Centre			80.00		Room Hire – Presentation Evening
Widescope Web Design	48.00				Remote Access Configuration
Christmas Plus Ltd	369.59				Christmas Tree Top Star
W L Straughan & Son Ltd	10,557.6				War Memorial Path + Landscaping
Getmapping PLC	184.80				Annual Mapping Subscription
The Festive Lighting Company Ltd	7,565.76				New Christmas Lights
Talk Talk Business	34.74				Telephone + Internet
Northumberland County Council	96.00				Signs For Christmas Tree
Smart Office Systems Ltd	63.32				Printer Costs
Station Entertainments Ltd	40.00				Remembrance Day PA System
Leading link	850.00				Funding Award
Malcolm Wilkinson	76.50				Internal Audit
St John Ambulance	248.40				Picnic Event
ThruYorDoor	202.50				Newsletter Distribution
Northumbria in Bloom	200.00				2018 Entry Fee
The Panto Company (UK) Ltd	3,708.00				Christmas Lights Switch On Panto
Northumberland County Council	6,633.20				Service Level Agreements
Zen Internet Ltd	8.39				Domain Name Annual Charge
R Watson Newsagents	38.70				Newspapers For Public Library

Appendix D – Planning applications (Agenda Item 13)

Applications Received for comment by the Council from the Planning Authority

Ref.	Description	Response Due
17/04161/FUL	Extension of existing double garages to accommodate a utility inside the garages with an access door in the south west side of the house, construction of a porch to the front and installation of roof lights to the rear and front of the house to provide more daylight Location La Chene West Court Hartford Hall Estate Bedlington NE22 6AG	14th December 2017
17/03686/DISCON	Discharge of conditions 3 (Contamination), 4 (Protective Measures), 5 (Dust Action Plan), 6 (Materials), 8 (Foul Drainage), 9 (Surface Water), 10 (Construction Method Statement) and 17 (Landscaping) relating to planning permission 14/01656/FUL, allowed on appeal under reference APP/P2935/W/15/3005931 Location Land West Of North Ridge Netherton Lane Bedlington Northumberland	20th December 2017
17/04318/VARYCO	Variation of condition 2 (Approved Plans) pursuant to planning permission 17/02815/CCD to include an entrance ramp to early years centre as well as alterations to approved elevations Location Bedlington West End First School Ridge Terrace Bedlington NE22 6EB	26th December 2017

Other Applications.

Ref.	Description	Response Due
17/04129/DISCON	Discharge of conditions 10 (Demolition and Construction Method Statement), 14 (Phasing) and part discharge of condition 30 (Archaeology) relating to planning permission 17/00444/OUT Car Park Vulcan Place Bedlington Northumberland NE22 5DN	NA

Any applications / Consultations received after the issue date of this agenda, where the expiry date for observations would not allow the Council to wait to consider and submit any observations at its next scheduled meeting. - TBC.

Appendix E - Planning decisions notified to WBTC by NCC - Information Only

Ref.	Description	Decision
17/03512/FUL	Proposed garden room Location 14 South Farm Nedderton Village NE22 6BH	GRANTED
17/03108/FUL	Proposed side and rear garage/kitchenette extension. Location 41 Skipton Close Hazelmere Bedlington Northumberland NE22 6NP	GRANTED
17/03381/FUL	Proposed first floor extension above attached garage Location 4 Horton Avenue Bedlington Northumberland NE22 5TA	GRANTED
17/03238/FUL	Proposed erection of a single story, gabled extension to rear of property, flanked by two flat roofed sections. Location 2 Hallwood Close Nedderton Village NE22 6BG	GRANTED
17/03622/FUL	New detached outbuilding within existing garden Location 4 Meadow Court The Chesters Bedlington NE22 6HT	GRANTED
17/03378/FUL	Proposed single storey rear extension Location 11 Netherton Road Nedderton Village Northumberland NE22 6AU	GRANTED
17/03588/VARYCO	Variation of Condition 2 (Approved Plans) pursuant to planning permission 17/01787/VARYCO to add dormers to roof on north and south elevations to allow light into accommodation at second floor. Location Four Acres Hartford Road Bedlington NE22 6AQ	GRANTED