



**WEST BEDLINGTON
TOWN COUNCIL**

Minutes of the Meeting held on Thursday 14th December 2017 at 6.30 pm at Bedlington Community Centre, Bedlington.

COUNCILLORS PRESENT: C Taylor (Chair), D Graham, P Hedley, C Henderson, A Hogg, V Thompson, M Trimming, J Tyler.

COUNCILLORS NOT PRESENT: K Roach.

ALSO IN ATTENDANCE: Town Clerk S Young, County Councillors Robinson and Wallace, 5 (Five) members of the public.

PRESENTATIONS

There were no presentations for this meeting.

OPEN SESSION

- A resident asked about cutting back the hedge at Choppington Lane (near Chester Court) Bedlington. The Chair advised that a cut back of the hedge had already taken place earlier in the year and that she would request a further cut of the hedge by Northumberland County Council to help improve the situation.
- A resident congratulated The Council on the excellent Christmas Lights Switch on Event.
- A resident expressed his support for the provision of Community CCTV within Bedlington.

C203/17 - 1. APOLOGIES FOR ABSENCE

Apologies for absence were received for this meeting from Councillor Roach.

The apologies received were noted.

C204/17 - 2. MINUTES OF THE LAST MEETINGS

RESOLVED that the minutes of the West Bedlington Town Council meeting of 9th November 2017 are approved as a true record.

C205/17 - 3. MATTERS ARISING

There were no matters arising from the minutes of the West Bedlington Town Council meeting of 9th November 2017.

C206/17 – 4. DISCLOSURE OF INTERESTS

Councillor Thompson declared an interest in Agenda Item 14 Community Chest Application from Bedlington Football Club.

C207/17 - 5. CHAIRS UPDATE

The Chair provided updates on the matters summarised in Appendix E.

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C208/17 - 6. COUNTY COUNCILLOR UPDATES

County Councillors Robinson and Wallace provided brief verbal updates on some of the matters they have been dealing with over the last month. The Chair thanked them for their attendance and updates. Apologies were received from County Councillor Crosby.

C209/17 -7. COMMITTEE / WORKING GROUPS

- a. Finance and Governance - Councillor Taylor. No meeting to report upon.
- b. Events and Communication Working group – Councillor Taylor provided a verbal report of the positive responses The Council had received in relation to The Christmas Lights Switch on Event and the new festive lighting.
- c. Services Committee – Councillor Trimming - Draft minutes from the Services Committee meeting held on 23rd November 2017 were distributed.

RESOLVED to accept all committee / working group reports.

C210/17 - 8. MATTERS FOR DISCUSSION / DECISION

- a. **RESOLVED to award £3k from Council reserves immediately to St Cuthbert’s Church for the purchase of new outdoor festive lighting.**
- b. **RESOLVED to ACCEPT the draft terms of reference for The Councils Neighbourhood Plan Working Group.**
- c. **RESOLVED in principle to procure and install ornamental railings around the Trotter Memorial. The design and cost of the ornamental railings is subject to further Council approval.**
- d. **RESOLVED that as a condition of any acceptance of a Pupils Fund award schools will be asked to providing a report (suitable for publication within the resident’s newsletter) of how the funding was spent and benefited pupils.**
- e. **To include potential spending for the following new projects within 2018/19 budget planning process.**
 - i. **Newspapers for public library - APPROVED.**
 - ii. **Schools Art project for bus shelters - APPROVED.**
 - iii. **Community CCTV - APPROVED.**
 - iv. **Speed sign maintenance - APPROVED.**
 - v. **Bus shelter timetable information - APPROVED.**
 - vi. **Sports Centre viability surveys - APPROVED.**
 - vii. **Projects jointly funded with Northumberland County Councillors - APPROVED.**
 - viii. **2018 Gallagher Park Music Event - APPROVED.**
 - ix. **Schaulksmuhle Town Twinning - APPROVED.**
 - x. **Skate Park - APPROVED.**
 - xi. **Trotter Memorial Railings - APPROVED.**
 - xii. **School Uniform Reuse Scheme - REJECTED.**
- f. **To include potential spending within 2018/19 for the following new projects from reserves.**
 - i. **New Festive Lighting at St Cuthbert’s Church Bedlington. (See Agenda Item 8a approved for immediate payment).**
 - ii. **Lighting and Flag Pole for War Memorial.**
 - iii. **Remembrance Centenary with St Cuthbert’s Church.**
 - iv. **Two Bus Shelters on Schaulksmuhle Road Bedlington.**

C211/17 – 9. CORRESPONDENCE

RESOLVED that all Correspondence, Consultations and Invitations (Appendix A) has been properly received and actioned. (Note Correspondence 350/17 amended from Dixon to Crosby).

C212/17 - 10. COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES

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Reports from Councillor Representatives

- I. Town / Parish Liaison Committee (Councillor Taylor) – no meeting to report upon.
- II. NALC – (Councillor Hogg) – no report – no representation at Meeting – minutes to follow.
- III. LMAPS now Community Safety Hub– (Councillor Hedley) – no meeting to report upon
- IV. Gallagher Park Steering Group – (Councillor Graham) – no meeting to report upon.
- V. Dr Pit Stakeholder Meetings – (Councillor Trimming) – no meeting to report upon.
- VI. Humford Dam – (Councillor Hogg) – update distributed to members.

RESOLVED to accept all reports and updates.

C213/17 - 11. CLERKS REPORT

RESOLVED to accept the Clerks verbal report (details shown in Appendix B).

C214/17 - 12. SCHEDULE OF PAYMENTS AND RECEIPTS

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

C215/17 - 13. PLANNING

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

Planning decisions are shown in Appendix F for information only.

C216/17 - 14. COMMUNITY CHEST / PUPILS FUND APPLICATIONS

- **RESOLVED to approve the Community Chest application from Bedlington Football Club and award the sum of £500.**

C217/17 - 15. RESIDENTS NEWSLETTER

Standing agenda item – no updates for this meeting.

C218/17 - 16. ANNUAL MEETING OF THE TOWN

Standing agenda item – no updates for this meeting.

C219/17 - 17. POLICE REPORT

RESOLVED to accept the latest report provided by Northumbria Police.

C220/17 - 18. SPORTS CENTRE

- a. The Clerk reported that Bedlingtonshire Development Trust have been unable to provide a proposal to the Council and were withdrawing from the project.
- b. **RESOLVED to establish a new Council working group “Sports Centre Working Group” to lead a project to bring a sports centre to Bedlington. The working group membership will initially be all Council members. Terms of reference for the group will be approved at the initial meeting of the group.**

C221/17 - 19. FINANCE REPORT

- a. **RESOLVED to note and approve the latest (Nov 2017) internal audit report.**
- b. **RESOLVED to note and approve the latest (Nov 2017 financial update and bank reconciliation.**

C222/17 – 20. ANY OTHER BUSINESS

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.

C223/17 - 21. DATE OF NEXT MEETING

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

C224/17 – 19. CLOSE OF MEETING

The meeting closed at 7.50pm

Signed by the Chair

11th January 2018

Appendix A, B, C, D and E only form part of these minutes.

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 Crosby	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

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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 - None for this meeting.

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 – None for this meeting.

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).

Finance

A further budget preparation meeting is scheduled for Monday 18th December 2017 at 6pm – I hope as many Councillors as possible can attend.

Northumberland County Council have confirmed the date for Council Tax precept submissions is Monday 29th January 2017 – Council will need to formally agree its budget / precept at The Council meeting on 11th January 2018.

The Councils Financial position remains strong and broadly in line with planned spending and budget.

The Finance and Governance Working group will meet on Monday 18th December 2017 at 5.30pm to carry out the annual review of salaries.

Next Internal audit meeting will be in February 2017 and the auditor continues to be satisfied with The Councils financial procedures.

The Smaller Authorities Audit Appointments Ltd (SAAA) have appointed PKF LITTLEJOHN LLP as the Councils external auditor for the 2017/18 Annual Return of Accounts.

Services

Bus Shelters – Meadowdale Academy can now be added to the list of schools who have responded positively to be included within the Schools Art Project for our Bus Shelters. I am contacting other schools and obtaining indicative project costs for member's future consideration.

A number of bus shelters have had their panels pushed out or damaged in recent weeks – all have been repaired (at time of writing).

Westlea Play Area – repairs to the safety surface have been completed along with the other sundry repairs agreed.

Events and Communications

Unfortunately the Christmas tree lights, the surrounding fence and its sign were all vandalised within hours of the Christmas Lights Switch On – The Chair carried out the necessary repairs herself early the next morning for which I would like to pass on my thanks.

I have reported a number of Christmas lights that are off to Northumberland County Council and hope to have them all back on as soon as possible.

Projects

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Still awaiting quotes for railings, additional lamp post painting and sun dial installation – though we have been advised to set aside £10k for the painting of the railings and lamp posts.

Skate Park and Sports Centre projects both need an initial meeting, group structure and terms of reference.

Admin

The bank have confirmed that Councillor Tyler has been added as a cheque signatory.

Advance Notice of Christmas / New Year Office Opening / Closed Hours.

Usual opening hours up to and including Friday 22nd December 2017.

Monday 25th December and Tuesday 26th December 2017 (Christmas Day and Boxing Day) – Office Closed.

Wednesday 27th December 2017 – Office open 1.00pm to 6.00pm.

Thursday 28th December 2017 (Services Committee 6.30pm – To be confirmed if needed on 20th December 2017) – The Office will be open from 5pm only if the Services meeting goes ahead.

Friday 29th December 2017 – The office will be open from 10am to 5.00pm.

Monday 1st January 2018 (New Year's Day) and Tuesday 2nd January 2018 - Office Closed.

Wednesday 3rd January 2018 onwards – resume usual office opening hours.

Appendix C – Schedule of Payments and Receipts (Agenda Item 12) Payments 1st July 2017 to 31st July 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			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.				War Memorial Path + Landscaping
Getmapping PLC	184.80				Annual Mapping Subscription
The Festive Lighting	7,565.7				New Christmas Lights
Talk Talk Business	34.74				Telephone + Internet
Northumberland County	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)	3,708.0				Christmas Lights Switch On Panto
Northumberland County	6,633.2				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 Received for Comment. (Agenda Item 13).

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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 - None

Appendix E – Chairs Update (Agenda Item 5).

13 Nov 2017 – Meeting with NALC re their proposed increased subscription fees – this meeting went well with Stephen rickets providing an in depth account of the services NALC provide to all town and Parish councils.

15 Nov 2017 – Meeting with Bedlington in Bloom – this was a really productive and positive meeting, we discussed the activities the team were proposing to undertake and outlined an agreement to keep each other fully informed on activities, particularly where the group were anticipating the purchase of additional tower's, planters etc.

17 Nov 2017 – Meeting with Schalksmuhle Town Twinning group, this group have been leading and managing the towns twinning activities for a number of years with no financial support. The group came to the Council with a request for financial assistance to help host the twinning visit due in October 2018. As part of our discussions we also advised them to contact EBPC and Choppington to ask them for assistance.

20 Nov 2017 – Initial budget setting meeting – to seek “wish list” of new projects for the New Year – a great session with many ambitious ideas being brought forward by members.

22 Nov 2017 – Local Area Committee Meeting – we heard an impassioned pleas from Isabel Essen, mother of Bethany Fisher the young lady who was senselessly killed in a RTA on Victoria Terrace, her mother is campaigning for a speed camera at Victoria Terrace / Rothsay Terrace Bedlington. This is definitely needed to prevent another tragedy, so I was pleased to witness all County Councillors getting behind this worthy cause.

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29 Nov 2017 – 2nd budget meeting to whittle down the number of new projects and focus on costs to residents.

1st Dec 2017 – Christmas Lights Switch on event – featuring our new Christmas lights, a panto and stalls. This was a great event, although cold, the residents of Bedlington came out in their droves to support our switch on. Having been on the Front Street since 10.30 am I was cold and tired, but had been sustained by some very special hot chocolate supplied by Tracy. The panto was great and all the kids enjoyed it as did the adults who watched it. I would like to say a special thank you to all our stall holders as well for braving the icy cold wind and also to NCC, Michael and the team for switching on our lights on the dot of six and right when the Fairy waved her wand and for putting up and taking down the market stall, I really appreciated all your help.

8th Dec 2017 – Bedlington Live Music Event – this was an initial fact finding meeting for the council which enabled us to ascertain the progress of fund raising progress and the plans going forward to ensure we are kept fully aware of how the organisation of the event is progressing the event is organised

As this is our last meeting before Christmas I would like to wish everyone a very Merry Christmas and best wishes to you all for 2018.

Christine

Appendix F - 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

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