

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 11th October 2018 at 6.30pm

The agenda for the meeting is set out below.

Steven Young - Town Clerk

3rd October 2018



PRESENTATIONS

Invitations to present at this meeting have been sent to:

- West End First School in support of their Pupils Fund 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 13th September 2018.

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

- a. 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.
- b. To consider any requests for dispensations.

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 –

- a. **Finance and Governance Working Group** - Update from the group Chair – Councillor Taylor.
- b. **Events and Communications Working Group** - Update from the group Chair – Councillor Graham.
- c. **Services Committee** - Update from the Committee Chair – Councillor Hogg. (Draft minutes of 27th September 2018 meeting circulated to members).
- d. **Neighbourhood Plan Working Group** – Update from the group Chair – Councillor Hogg.

8) MATTERS FOR DISCUSSION / DECISION

- a. **Mayoral Chains of Office.** Deferred from the Council meeting of 9th August 2018 for additional information. The Council are requested to discuss and decide upon a proposal to purchase “Chains of Office” for the Mayor. (Councillor Tyler).
- b. **Events**
 - i. **Approval of Spooktacular Event Budget** – The Council are asked to approve the proposed budget for the Spooktacular Event (with Fireworks) event on Saturday 3rd November 2018. Councillor Graham.
 - ii. **Date and Time of Christmas Lights Switch on Event.** The Council are requested to discuss and agree upon a date and time for a Christmas Lights Switch on Event.
 - iii. **Remembrance Service and Parade.** The Council are requested to discuss and decide upon a proposal to provide tea / coffee / cake in Bedlington Community Centre at the termination of the Remembrance Service on Sunday 11th November 2018. (Estimated cost to be no more than £200 to be met from Remembrance Budget and surplus of Job Fair budget).
 - iv. **2019 Meeting of The Town.**
 1. The Council are asked to discuss and decide upon a request to increase the budget for the Annual meeting of The Town. The current year’s budget is £300 and the request is to increase the budget to £500 for 2019.
 2. The Council are asked to discuss a request for approval of as proposed buffet menu for the 2019 Meeting of The Town
- c. **Services – Christmas / War Memorial Lights.** The Council are asked to discuss and decide upon the following quotes received.
 - i. Supply of lights for War Memorial, Front Street West tree lights and St Cuthbert’s Church trees and steeple.
 - ii. Installation costs of lights supplied at i above.
- d. **Emergency Plan for Bedlington.** Council are requested to discuss and decide upon a proposal to create / participate / assist in an Emergency Plan for Bedlington. Councillor Hogg.

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

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

Reports from Councillor Representatives

- I. Town / Parish Liaison Committee - Councillor Taylor.
- II. NALC – Councillor Hogg.
- III. Gallagher Park Steering group – Councillor Graham.
- IV. Bedlington in Bloom – Councillor Hedley.
- V. Bedlington Live 2019 Event – Councillor Hogg.
- VI. Gallagher Park BMX Improvement project – Councillor Trimming.
- VII. Riverside Clearance Project – Councillor Hedley.

- b. **Election of Councillor Representatives to the following External Body.**

- I. Board of Trustees of Bedlington Community Centre. (Deferred from 13th September 2018 meeting)

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

a. The Council are requested to consider the following funding applications

- i. West End First School – Pupils Fund Application.
- ii. Northumberland CAN – Donation Request.

b. “Pupils Fund” Rules. The Council are requested to discuss and decide upon a proposal to extend the current eligibility for the Councils “Pupils Fund” to include Stead Lane Primary School. The current eligibility rules restrict funding awards to Meadowdale, West End and Whitley Memorial Schools. Councillor Graham

15) RESIDENTS NEWSLETTER

Standing Item. Any updates in relation to the publication and distribution of the Councils resident’s newsletter.

16) ACCOUNTS AND FINANCIAL REPORT

2017/18 Annual Governance & Accountability Return (AGAR). The Council are asked to approve and accept the external auditors’ certification of the Annual Return of Accounts for the financial year ending 31st March 2017. (There were no matters which came to the attention of the Auditor that required the issuing of a separate additional issues report). The notice of conclusion was published on 24th September 2018.

17) ANY OTHER BUSINESS

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

18) DATE OF NEXT MEETING

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

19) CLOSE OF MEETING

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Dawn Crosby, David Graham, Paul Hedley, Cath Henderson, Adam Hogg, 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
218/18	NALC	Enews 4 September 2018	Noted and Circulated
219/18	Friends Of Gallagher Park	Minutes and Action Points From 3 Sept Meeting	Noted and Circulated
220/18	Northumberland County Council	A1 Closure Stannington to Seaton Burn	Noted and Circulated
221/18	Northumberland County Council	A193 Front Street West Highways Proposal	Noted, Circulated and added to agenda Services 27 th Sep 2018
222/18	NALC	Enews 11 September 2018	Noted and Circulated
223/18	NALC	NALC Briefings & Training Autumn 2018	Noted and Circulated
224/18	Northumberland County Council	Notice of Local Area Council – 19 th Sept 2018	Noted and Circulated
225/18	NALC	External Audit September 2018	Noted and Circulated
226/18	Cramlington Town Council	Cramlington Neighbourhood Plan Consultation	Noted and Circulated
227/18	Highways England	Improvements Schemes in Northumberland	Noted and Circulated
228/18	Northumberland County Council	Changes To Refuse Collection Routes	Noted and Circulated
229/18	NALC	NALC AGM 29 Sept 2018	Noted and Circulated
230/18	Northumberland County Council	TTRO 106785861 Hartford Road Bedlington	Noted and Circulated
231/18	Northumberland County Council	Notice of Poll 27 th Sept 2018	Noted, Circulated and Displayed.
232/18	PKF Littlejohn LLP	Notice of Conclusion of Audit	Noted, Circulated and Displayed
233/18	Northumberland County Council	TTRO 106785861 Extension Hartford Road Bedlington	Noted and Circulated
234/18	NALC	Enews 25 September 2018	Noted and Circulated
235/18	NALC	Town & Parish Council Liaison Group 13 th Sept 2018	Noted and Circulated
236/18	Community Action Northumberland	CAN Enews September 2018	Noted and Circulated
237/18	NALC	External Audit Update	Noted and Circulated
238/18	Northumberland County Council	Declaration of Result of Poll	Noted and Circulated
239/18	Northumberland County Council Planning Team	Reply re undue delay in determining App 17/04454/OUT	Noted and Circulated
240/18	NALC	NALC 2018 AGM Draft Minutes	Noted and Circulated
241/18	NALC	Enews 3 October 2018	Noted and Circulated
242/18	Northumberland County Council	Country Park Volunteers	Noted and Circulated
243/18	NALC	Town & Parish Council Liaison Group	Noted and Circulated

b. Consultations.

Owner	Description	Where and When
Northern Gas Networks	Stakeholder Engagement Survey	Open To All – Online Survey
Northumberland County Council	Council Tax Support Scheme	Open To All – by 2 Nov 2018 https://form.northumberland.gov.uk/form/autocntax_consultation

c. Invitations.

Date	From	Description	Comments
25 th Sept 18	Northumberland CVA	SE Northumberland VCS Networking Meeting	Open To All

Appendix B - Clerks Report (Agenda Item 11).

No report at this time. An update may be provided at the meeting.

Appendix C – Schedule of Payments and Receipts (Agenda Item 13) Payment 1st August 18 to 31st August 18.

All payment GROSS of VAT.

Payee	Amount	BCC	Bloom	Dr Pit	Description
Bibby Factors For BC Shelters	10,782.00				New Bus Shelters
Eventcover Productions Ltd	1,400.40				Event Security – Street Fair
Nixon Hire	840.00				Portable Toilets – Street Fair
Viking Payments	105.35				Postage Stamps
Northumberland County Council	250.00				Road Closure Costs – Street Fair
Northumberland County Council	(121,148.50)				Precept – 2 nd Payment
Statex	217.20				Printing – Street Fair
Talk Talk Business	37.14				Telephone + Internet
Northumberland County Council	(114.00)				Refund – Planning Application
Everbrite for NALC Training	10.00				Councillor Training
Sea Drift Design	(25.00)				Income – Street Fair
Front Street News And Post Office	100.00				Newspapers – Public Library
Mick Whitfield Building Services	460.00				Litter Bin + Seat Relocation
PKF Littlejohn LLP	720.00				External Audit Fees
Northumberland County Council	1,976.55				Environmental Enforcement
SALTo Arts Productions	1,439.00				Street Fair

Appendix D – Planning applications (Agenda Item 13)

Applications Received for comment by the Council from the Planning Authority

Ref.	Description	Response Due
18/03117/FUL	Agricultural workers dwelling including access and amenity space Location Land South Of Burnt House Farm Netherton Colliery Northumberland	16th October 2018

Other Applications.

Ref.	Description	Response Due
17/02012/OUT	Outline Planning Permission with all matters reserved for the erection of two dwellings Location Land West Of 62 Station Road Station Road Stannington NE61 6NN	Local Area Council - Cramlington, Bedlington & Seaton Valley (Planning Only) - Netherton Social Club 1A Netherton Lane Bedlington Northumberland NE22 6DP at 5pm on 17 October 2018.

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
18/02677/FUL	Proposed alterations and extensions to existing dwelling to provide increased residential accommodation including two storey extension to the side elevation and alterations to the entrance lobby (as amended 13/08/18) Location 15 Shields Road Hartford Bridge Bedlington Northumberland NE22 6AN	GRANTED
18/01658/REM	Reserved matters application for approval of details of Access, Appearance, Landscaping, Layout and Scale in respect of Phase B and the Infrastructure and Access Phase of the development as shown on the phasing plan. Location Car Park Vulcan Place Bedlington Northumberland NE22 5DN	GRANTED
18/02549/FELTPO	Tree Preservation Order application to remove T1 (Horse Chestnut) and T2 and T3 Lime to allow access to site west of trees Location Land South East Of 1 The Croft The Croft Nedderton Village Bedlington Northumberland NE22 6BA	WITHDRAWN
18/02696/FUL	Proposed 0.8m fence upon shared front boundary Location 8 Edinburgh Drive Hazelmere Bedlington NE22 6NY	GRANTED
18/02712/FUL	Rear ground floor extension to kitchen and dining room and sun lounge Location 16 Barley Grove Broadoaks Bedlington NE22 6BT	GRANTED