

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 13th December 2018 at 6.30pm**

The agenda for the meeting is set out below.
Steven Young - Town Clerk
5th December 2018



PRESENTATIONS

There are no presentations for this meeting.

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 8th November 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 22nd November 2018 meeting circulated to members).
- d. **Neighbourhood Plan Working Group** – Update from the group Chair – Councillor Hogg.

8) MATTERS FOR DISCUSSION / DECISION

- a. **Road Speed Reduction Signs** – The Council are requested to discuss and to decide upon a request from County Councillor Robinson in relation to the repair and maintenance of 2 Road Speed Reduction Signs at Nedderton Village, Bedlington. Should the Council accept to adopt the ongoing repair and maintenance of the signs County Councillor Robinson would purchase the new signs at no cost to The Council.
- b. **2019/20 Budget Provision for New Projects / Services** – The Council are requested to discuss and decide upon a proposal to provide within the 2019/20 budget provision for the following new projects / services.
 - i. New Play Area (£5,000)
 - ii. Flag Pole, Hand Rail and Lighting at War Memorial (£3,500)
 - iii. Replacement of old festive lighting in the trees along Front Street East, Bedlington (£7,000)
 - iv. Election Costs (£10,000)
 - v. Brass Band Concerts (£2,000)
- c. **Pictorial Record of West Bedlington Town Council Mayors.** The Council are requested to discuss and decide upon a proposal to create and thereafter maintain a pictorial record of all the Mayors that have served West Bedlington Town Council.
- d. **Revision to a future Council Meeting date.** The Council are requested to discuss and decide upon a proposal to reschedule the Council Meeting of Thursday 11th July 2019 to Wednesday 10th July 2019. The request is to facilitate The Clerks planned holiday.

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.

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. No funding applications for this meeting

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

- a. **Internal Audit Report.** The Council are asked to note and approve the Internal Audit report of 30th November 2018. (Copy circulated to members).

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 10th January 2019 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
261/18	Northumberland County Council	TTRO 109492960 Alexandra Tce, Bedlington	Noted and Circulated
262/18	NCC S106 Officer	Revision To Application Process	Noted and Circulated
263/18	NCC Planning	S106 Requirement – 18/02329/OUT	Noted and Circulated
264/18	NALC	NALC Enews 6 November 2018	Noted and Circulated
265/18	Community Action Northumberland	CAN Newsletter – Autumn Edition	Noted and Circulated
266/18	Northumberland County Council	Improvements / Investments In Car Parking	Noted and Circulated
267/18	Northumberland County Council	Estimate of By Election Cost	Noted and Circulated
268/18	NALC	Confidential Minutes	Noted and Circulated
269/18	NALC	External Audit Update	Noted and Circulated
270/18	NALC	Parish Council Websites	Noted and Circulated
271/18	Northumberland County Council	Off Street Parking Regs Amendment – Country Parks	Noted and Circulated
272/18	Friends Of Gallagher Park	12 th November 2018 Meeting Agenda	Noted and Circulated
273/18	Friends Of Gallagher Park	12 th November 2018 Meeting Minutes	Noted and Circulated
274/18	NALC	NALC Enews 13 November 2018	Noted and Circulated
275/18	Northumberland County Council	Local Area Council Meeting Notice – 21 st Nov 2018	Noted and Circulated
276/18	NALC	Recent Changes in Local Council Procedure	Noted and Circulated
277/18	Local Resident	Development of a “strap line” for Bedlington	Noted, Circulated and Replied
278/18	NALC	County Councils Town and Parish Councils Conference 11 th Oct 2018 - Notes	Noted and Circulated
279/18	NCC Pensions	Pension Fund Annual Report	Noted and Circulated
280/18	GSC Grays	Neighbourhood Planning Consultation	Noted and Circulated
281/18	NALC	NALC Enews 20 November 2018	Noted and Circulated
282/18	NALC	NALC Enews 28 November 2018	Noted and Circulated
283/18	Local Resident	Establishment of a Charity Shop in Bedlington	Noted, Circulated and Replied
284/18	GSC Grays	Neighbourhood Planning Consultation	Noted and Circulated
285/18	NALC	NALC Enews 5 December 2018	Noted and Circulated

b. Consultations.

Owner	Description	Where and When
Northumberland County Council	Car Parking Charges – Selected Coastal and Railway Car Parks	Email: budget@northumberland.gov.uk By Monday 7 th January 2019.

C. Invitations.

Date	From	Description	Comments
06/03/2019	Government Events	Local Government Commercialism	London Conference - Fee Payable
10/12/2018	Newcastle University	Workshop – The Importance of Access to Toilets	Couns. Graham / Hedley to attend
01/12/2018	NALC	Workshop – Social Media	Coun Trimming and Town Clerk

Appendix B - Clerks Report (Agenda Item 11).

Finance

Initial Budget Setting Meeting 22nd November 2018 was very positive and resulted in the identification of some new projects / commitments – which are included within the current meeting agenda for discussion and decision.

The next Budget Setting Meeting will be on Thursday 20th December 2018 to which all members are invited. This is a final opportunity to review spending and new projects ahead of the Council formally considering its budget and precept requirement on 10th January 2019.

The Finance and Governance working group is to look at a pay structure to ensure the Council remains competitive, current and attractive within the employment market.

Internal Audit visit has confirmed the Councils accounts are in order and that there are no issues to report – the report is included within the current meeting agenda. A follow up meeting is planned for before the end of December to cover those areas not already covered in the first visit.

The Councils financial position remains strong and is broadly in line with its estimates and reserves policy.

Services

Play Areas – The Clerk has made an application to secure S106 funding for a potential new play area.

Litter Bin – I have reported the unsteady litter bins at Northumberland Avenue and adjacent to the toilet block in the main car park and asked for the appropriate remedial work to be undertaken.

Events and Communications

Remembrance Parade and Service – thanks to everybody who participated or attended the event – special thanks to Councillor Graham for his help

Christmas Lights Switch On Event – again thanks to everyone who participated or attended the event – special thanks to the schools who attended and were so positive about participating – my thanks to Councillors Crosby, Graham, Hedley and Taylor for their help and support. .

Need to start to plan all of next years as soon as possible.

Website and Social Media – I recently attended a Social Media training session (along with Councillor Trimming) and a review of the Councils Website and Social Media offering is needed as soon as possible.

Projects

Sun Dial – Tony Moss has requested up to date quotes from all supplies – still waiting revised quotes.

CCTV – Two suppliers have been shortlisted and will present their proposals and answer any questions from The Councils Services Committee at closed meeting on Monday 17th December 2018.

The schools art work is to be fitted to bus panels along Front Street West, Glebe Road and Ridge Terrace in the immediate future.

The WW1 Poppy Maps have been transported to St Cuthbert's Church for permanent display – thanks to St Cuthbert's and specifically Brian Thompson for his help and support.

Admin

Just to repeat last month's note - No holidays for the Clerk – but the Council office will be closed over the Christmas / New Year period as follows:

Tuesday, Wednesday and Thursday 25th / 26th / 27th December 2018 and Tuesday 1st January 2019.

Appendix C – Schedule of Payments and Receipts (Agenda Item 12) Payment 1st November 18 to 30th November 18.

All payment GROSS of VAT.

Payee	Amount	BCC	Bloom	Dr Pit	Description
Bedlington Community Centre	135.00				Room Hire
Michael Wood Design Limited	2,275.00				Residents Newsletter
Norplast Limited	156.12				WW1 Poppy Map
Widescope Web Design	48.00				I.T Support Annual Fee
Northumberland County Council	2,790.43				Payroll Costs
A Kilgour	140.10				Halloween Event
Smart Office Systems Ltd	42.48				Printer Costs
Tracey Cooper	(100.00)				Halloween Event Income
DL Maintenance & Repair	423.26				Bus Panel Repairs
Morrisons Bedlington	270.00				Xmas Event Santa Giveaways
Bedlington Creatives	134.89				Remembrance Day Refreshments
Sheila Biggs	343.88				WW1 Poppy Map
Nemesis Pyrotechnics Ltd	2,400.00				Halloween Event
Class on a Glass	170.00				Youth Leisure Event
GeoXphere Ltd	198.00				Mapping Software Annual Fee
ThruYorDoor	270.00				Newsletter Distribution
Imaging Products Ltd	13.68				I.D Badge
Mini Marquee Hire Newcastle	150.00				Christmas Lights Event
Zen Internet Ltd	8.39				Domain Subscription
Station Entertainments Ltd	200.00				Christmas Lights Event

Appendix D – Planning applications (Agenda Item 13)

Applications Received for comment by the Council from the Planning Authority

Ref.	Description	Response Due
18/04019/FUL	Demolition of existing conservatory and construction of new rear extension and new small front extension, some internal alterations. Location 2 Warwick Grove Hazelmere Bedlington NE22 6NW	14th December 2018

Other Applications.

Ref.	Description	Response Due
18/03985/DISCON	Discharge of conditions 15 (Management drainage plan) and 16 (Surface water mitigation) relating to approved planning application 15/01080/OUT. Land East And South East Of Blue House Farm Nethererton Road Bedlington Northumberland	NA
18/03685/CLPROP	Certificate of Lawful Development for proposed use for upvc roofed conservatory to rear 6 Hartford Crescent Bedlington NE22 6JB	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.

Ref.	Description	Response Due
18/04093/FUL	Change of use of 2 bedroom residential house into a shop to front with 2 ensuite rooms above. Location 40B Front Street West Bedlington Northumberland NE22 5UB	31st December 2018

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

Ref.	Description	Decision
18/02263/FUL	Construction of agricultural storage buildings and plant associated with grain dryer Location Land North East Of Burnt House Farm Nethererton Road Nedderton Village Northumberland	GRANTED
17/04451/OUT	Outline permission with some matters reserved for the development of 11no. detached 2 storey dwellings with associated access works and removal of trees (as amended 03/05/18) Location Land North West Of Blue House Farm Nethererton Colliery Northumberland	REFUSED