

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 February 2019 at 6.30pm

The agenda for the meeting is set out below.
Steven Young - Town Clerk
6th February 2019



PRESENTATIONS

Invitations to present / support applications at this meeting have been sent to:

- Bedlington FC in support of their Community Chest Application (Agenda Item 14a)
- Bedlington Brass Community Trust in support of their Community Chest Application (Agenda Item 14b)
- Representation from Mr R Cornell re Blue House Farm Planning. (Agenda Item 13b)

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 10th January 2019.

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 –

- 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 Hogg. (Draft minutes of meeting of 24th Jan 2019 circulated for information only).
- IV. **Neighbourhood Plan Working Group** – Update from the group Chair – Councillor Hogg.

8) MATTERS FOR DISCUSSION / DECISION

- a. **Neighbourhood Planning.** The Council are asked to approve the recommendation of Neighbourhood Planning Group and appoint Jo-Anne Garrick Ltd as the Councils Neighbourhood Planning consultant. (Proposal distributed for information only).
- b. **Restoration of Michael Longridge's Grave.** The Council are requested to discuss and decide upon an invitation from East Bedlington Parish Council to contribute one third of the estimated restoration costs (£900 in total) of the grave of Michael Longridge which is situated in St. Cuthbert's Church, Bedlington. (Letter distributed for information)
- c. **Policy Review.** The Council are requested to review, update as appropriate and approve its Policy for DBS checks (Current policy circulated to members).
- d. **Branding.** The Council are requested to discuss and decide what steps, if any, it wishes to take in relation to the following "Branding suggestions / recommendations".
 - i. A proposal from a resident to create a "strap line" for Bedlingtonshire.
 - ii. Suggestions / Recommendations from a marketing consultant (details distributed to members).
- e. **Events. Gallagher Park Live 2019.** The Council are requested to discuss and decide upon an invitation from East Bedlington Parish Council to contribute toward the costs of a music festival on Saturday 27th July 2019 in Gallagher Park, Bedlington. (Letter distributed for information).
- f. **Events. Christmas 2019 Lights Switch On.** The Council are requested to approve the quote received for the supply and staffing of a temporary ice rink for the weekend of 30th November and 1st December 2019. The cost of the hire of the rink 10m x 10m (35 skaters), staff and equipment is £4,860.
- g. **Events. Summer Event 2019.** The Council are requested to approve the recommendations of the Events and Communications Working group in relation to the provision of a 2 day event at 20 Acre Playing Field, Bedlington. (Proposal distributed to members for information).
 - i. To invite Charmain Hamilton to provide the event with a capped net budget of £25k.
 - ii. The management fee contracted to the event provider will be limited to £1,500.
 - iii. The proposal does not include the provision of food outlets. The recommendation of the group is that the procurement of any food outlets should be delegated to Councillor Graham.
 - iv. The approval of a fairground provider will be subject to further Council approval.
 - v. The income from any concessions is paid directly to The Council.
- h. **Website Hosting.** The renewal of the website hosting contract is due on 1st April 2019. The Council are asked to discuss and decide which of the quotes supplied they wish to accept and pursue. (Circulated to members quote from present provided together with a quote from a previous supplier)
- i. **Youth Leisure Provision 2019.** The Council are asked to discuss and decide upon the proposal from Footprints on The Moon to provide workshops during school holidays. The Council should determine the number and dates of workshops it wishes to support. (Proposal distributed for information)
- j. **Christmas Lighting at St Cuthbert's Church.** The Council are requested to approve the quote for £505.20 in relation to the supply and installation of Christmas lights on St Cuthbert's Church Tower. (Quote distributed for information - Members are reminded that the Council has previously set aside £3,000 for the provision of Christmas lights at St Cuthbert's Church).

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. Wherever possible advance 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.

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

- a. 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**.
- b. **Blue House Farm Outline Planning Application** The Council are requested to discuss and consider a request to include the previously unsuccessful planning application within any Neighbourhood Plan it develops and also to include the proposed development within any comments the Council makes in relation to the Northumberland Local Plan. (Letter distributed to members for information).

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

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

- a. Bedlington FC.
- b. Bedlington Brass Community Trust.

15) RESIDENTS NEWSLETTER

- a. The Council are asked to approve the following deadlines in relation to the 2019 Spring Edition of the Residents Newsletter.
 - i. Final date for submissions of articles to The Clerk – Thursday 7th March 2019
 - ii. Planned distribution – week commencing 1st April 2019
- b. Any updates in relation to the publication and distribution of the Councils resident's newsletter.

16) ANNUAL MEETING OF THE TOWN 2019.

Any updates in relation to The Annual Meeting of The Town on Wednesday 17th April 2019.

17) ACCOUNTS / BUDGET AND PRECEPT REQUIREMENT / FINANCE UPDATE

No update for this meeting.

18) EXEMPT BUSINESS

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

No exempt business for this meeting.

19) ANY OTHER BUSINESS

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

20) DATE OF NEXT MEETING

The next meeting of the Council will be on Thursday 14th March 2019 at 6.30pm in Bedlington Community Centre.

21) 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
14/19	NALC (Northumberland Association Of Local Councils)	NALC Enews 8 January 2019	Noted and Circulated
15/19	Northumberland CVA	Training Workshops	Noted and Circulated
16/19	East Bedlington Parish Council	Funding Invitation – Restoration Grave of Michael Longridge, St Cuthbert’s Church, Bedlington	Noted, Circulated and added to Agenda
17/19	NALC	Newcastle and Northumberland Local Council of The Year 2019	Noted and Circulated
18/19	Ray Ayre	Mobile Gin / Prosecco at Events	Noted and Circulated
19/19	Northumberland County Council	Northumberland Local Plan – Advance Warning	Noted and Circulated
20/19	NALC	NALC Enews 16 January 2019	Noted and Circulated
21/19	Northumberland County Council	Local Area Council 23 rd January 2019	Noted and Circulated
22/19	Robert Rainey	Blyth All Weather Lifeboat	Noted and Circulated
23/19	Les Wallace	Grouse Shooting Petition	Noted and Circulated
24/19	NALC	Vulnerable Adults and Scams	Noted and Circulated
25/19	East Bedlington Parish Council	Funding Invitation – Gallagher Park Live 2019	Noted, Circulated and added to Agenda
26/19	Northumberland County Council	Town Investment / Future High Street Funding	Noted and Circulated
27/19	NALC	National NALC Communications	Noted and Circulated
28/19	NALC	Audit and Joint Committees / Partnerships	Noted and Circulated
29/19	NALC	Draft Social Media Policy	Noted and Circulated
30/19	NALC	NALC Enews 24 January 2019	Noted and Circulated
31/19	NALC	NALC Enews 29 January 2019	Noted and Circulated
32/19	NALC	Parish Councils and Community Companies	Noted and Circulated
33/19	NALC	CSPL Report – Ethical Standards	Noted and Circulated
34/19	Northumberland County Council	Pictures – Nordic Subway Refurbishments	Noted and Circulated
35/19	Northumberland County Council	Recruitment of Election Staff	Noted and Circulate
36/19	Friends Of Gallagher Park	Meeting Agenda 4 th February 2019	Noted and Circulate
37/19	Bedlington In Bloom	Update and Reply re Councils Decision Not To Enter Northumbria In Bloom 2019	Noted and Circulate
38/19	NALC	NCC Town and Parish Liaison Working Group	Noted and Circulate
39/19	NALC	NALC Enews 5 February 2019	Noted and Circulate

b. Consultations.

Owner	Description	Where and When
Northumberland CC	Local Plan – Publication Draft Plan (Reg 19)	http://northumberland-consult.limehouse.co.uk/portal/planning/localplan/reg19 until 5pm 13 th March 2019

c. Invitations.

Date	From	Description	Comments	
19 th Feb 2019	Concordia Cramlington	NCC	Local Plan Presentation	Presentation follows Local Area Council Agenda

Appendix B - Clerks Report (Agenda Item 11).

Finance

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

A meeting of The Councils Finance and Governance Group should take place in April 2019 to set out the provision of any specific (earmarked reserves).

Services

Play Areas – An initial meeting of the Councils 20 Acre Play Area Project Team should be convened as soon as possible.

Play Areas - The new benches for Westlea Play area have been ordered and are scheduled to be delivered next week.

Litter Bins – 5 new / replacement bins have been ordered and are scheduled to be delivered next week.

Grit Bins – The new grit bins have been installed by Northumberland County Council

Bus Shelters – all displaced panels have been replaced.

Public Seats – A new “Bedlington Terrier” seat to replace the one stolen at High Ewart Farm has been ordered.

Public Seats – Morpeth Welding are to weld the bolts on all the remaining “Bedlington Terrier” seats to prevent further thefts at a cost of £18 per seat.

War Memorial – A pre planning advise application has been sent to Northumberland County Council (Cost £30) with regards to planning permissions for new highlight lighting of The War Memorial, new hand rail for the approach steps, Flag pole and to add a new inscription to those already remembered.

War Memorial – Quotes have been sought for the cost of a bespoke hand rail, flagpole and engraving of the additional inscription.

War Memorial – A request has been made to Northumberland County Council re the reconnection of the power supply to The War Memorial.

Events and Communications

The Clerk has arranged for an update to The Councils current website – once these have been completed a review of the website and social media offering is needed.

The resident’s newsletter is included within the current meeting agenda and requires some timely focused contributions.

Projects

Sun Dial – Tony Moss has assured me he is making progress but he is having to seek new suppliers (some distance away).

CCTV – The Council has resolved to appoint Reay Securities Ltd as preferred supplier for a fully managed CCTV service. I have a meeting scheduled for Monday 11th February 2019 with Reay’s to confirm contract arrangements and the location of CCTV cameras.

As soon as The Council has entered into a contract for CCTV provision I can make a funding application to Northumberland County Council (£3,000).

Admin

By-Election Costs - The Council has now paid for the costs of Septembers By-Election amounting to £4573.06 net of vat.

Neighbourhood Planning - The Council has been successful with its initial Neighbourhood Plan funding application – an award of £1,200 has been approved for some initial work to the plan.

Staff Holidays – The terms of The Clerks employment contract entitles the post holder to 2 additional day’s holidays after the completion of 5 years consecutive service. With effect from 1.4.2019 the current Town Clerk will be entitled to 26 days holidays plus statutory bank holidays.

**Appendix C – Schedule of Payments and Receipts (Agenda Item 12) Payment 1st Jan 2019 to 31st Jan 2019.
All payment GROSS of VAT.**

Payee	Amount	BCC	Bloom	Dr Pit	Description
Northumberland County	5,580.86				November + December Payroll
Northumberland County	1,976.55				Environmental Enforcement Officer
Smart Office Systems Ltd	8.40				Printer Costs
HMRC	(3,221.52)				VAT Refund
D & M Fencing	252.00				Christmas Tree Picket Fence
Talk Talk Business	38.40				Telephone + Internet
Front Street News And Post	139.75				Library Newspapers
Northumberland County	1,440.00				New Grit Bins

Appendix D – Planning applications (Agenda Item 13)

Applications Received for comment by the Council from the Planning Authority

Ref.	Description	Response Due
	None For This Meeting	

Other Applications.

Ref.	Description	Response Due
	None For This Meeting	

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
18/04019/FUL	Single storey front and rear extensions Location 2 Warwick Grove Hazelmere Bedlington Northumberland NE22 6NW	GRANTED
17/02932/FUL	Proposed demolition of existing building and construction of new building comprising of 11 independent living bedrooms, with associated car parking. Location Land Between 86-90 Front Street East Bedlington NE22 5AB	GRANTED
18/03759/FELTPO	Tree Preservation Order: Proposed tree works to 57 trees Location Land South Of The Old Vicarage Front Street East Bedlington Northumberland	GRANTED
18/04296/FUL	Demolition of existing detached garage and construction of new detached double garage Location Nether Rigg 11A Nethererton Road Nedderton Village NE22 6AU	GRANTED