

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 8<sup>th</sup> August 2024 at 6.30pm.

The agenda for the meeting is set out below.

Steven Young - Town Clerk

31<sup>st</sup> July 2024



**WEST BEDLINGTON**  
TOWN COUNCIL

**PRESENTATIONS and REPRESENTATIONS**

- Residents from Featherstone Grove, Bedlington have been invited to make a representation to The Council in relation to Planning Application 24/01694/CCD Change of Use from Use Class C3 (residential) to C2 (home for young person) at 17 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU. (Part B 2d ii. Residents Representation).
- SENRUG (Southeast Northumberland Rail User Group) have been invited to support their funding application. (Part B 2a. Funding Applications).

**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)
- 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.*

**PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.**

| <b>Attendance / Apologies and Declarations of Interests.</b> |   |
|--|---|
| a.   | <b>Apologies for Absence.</b><br>i. To receive and note any apologies for absence from Councillors.<br>ii. To consider and determine any dispensations for absent Councillors.  |
| b.   | <b>Declaration of Interests.</b><br>i. 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.<br>ii. To consider any requests for dispensations.<br>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. |

## PART B – MATTERS FOR DECISION

### 1. MINUTES OF THE LAST MEETINGS / SUMMARY OF DELEGATED DECISIONS

| Details of Meeting or Delegated Decisions |   |
|---|---|
| a.  | To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 11 <sup>th</sup> July 2024. |
| b.  | To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.                    |

### 2. MATTERS FOR DISCUSSION / DECISION

| Matters for Discussion / Decision        |   |  |             |         |  |  |   |  |  |  |
|--|---|--|-------------|---------|--|--|---|--|--|--|
| a.                                       | <p><b>Community Chest / Funding Requests.</b><br/>The Council are requested to discuss and decide upon:</p> <p>i. A funding request for £500 from SENRUG (Southeast Northumberland Rail User Group). Details of request distributed to members.</p>   |  |             |         |  |  |   |  |  |  |
| b.                                       | <p><b>Staffing</b></p> <p>1. <b>Assistant Town Clerk (Communication Engagement and Projects).</b><br/>The Council are asked (after review) to approve or update the following documents in relation to the appointment of an additional member of staff.</p> <p>i. Job description (Draft job description distributed to members).</p> <p>ii. Person Specification (Draft Person Specification distributed to members).</p> <p>iii. Job Advert and Timetable (Draft Job Advert distributed to members).</p> <p>iv. Job Application Form (Draft Job Application Form distributed to members).</p> <p>v. An update to the current job description and financial changes to The Town Clerks current job description is provided under part D – Exempt Business.</p> <p>Supplementary “Staffing documents” distributed to members also - Financial Implications of new post / revision to Clerks post together with a comparison of other SE Northumberland Parish / Town Councils employment costs, the NALC Salary Agreement (Short Form) and a copy of the latest Strategic Plan Action Plan Monitoring Report detailing current shortfalls in objectives.</p> <p>2. <b>Revision to All Employee Contracts – Conditions of Service (Annual Leave).</b><br/>The Council are asked to consider an adoption of The National Agreement on Pay and Conditions of Service of the National Joint Council (“the NJC”) for Local Government Services – currently section 3.1 of employee contracts makes an exception to this adoption– specifically with regards to holiday entitlement after five years consecutive service (pay and sickness are now in line with the National Agreement as part of ongoing contracts).<br/>The proposed revision provides employees with five years consecutive service an additional holiday entitlement of 5 days (pro rata for part time staff) instead of the current 2 additional days provided for under current contracts, effectively an additional 3 days (pro rata for part time staff) annual holiday entitlement for those members of staff with 5 consecutive years’ service. Any approved revision to take account from 1<sup>st</sup> April 2024.</p> <p>3. <b>Society of Local Council Clerks (SLCC).</b><br/>The Council are requested to approve the payment of £298 for the Clerks annual subscription to Society of Local Council Clerks.</p> |  |             |         |  |  |   |  |  |  |
| c.                                       | <p><b>Consultations sent to Town Council (Requires Council response)</b><br/>The Council are asked to consider the following consultations and agree comments for a response.</p> <table border="1"> <thead> <tr> <th>From</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Northumberland County Council - Highways</td> <td>Proposed Parking Restrictions A1068 Choppington Road, Bedlington</td> <td>Any comments <a href="mailto:HighwaysProgramme@northumberland.gov.uk">HighwaysProgramme@northumberland.gov.uk</a> before Friday 9th August 2024. (extension agreed)</td> </tr> <tr> <td>Northumberland County Council - Highways</td> <td>Proposed 20mph Speed Limit, Hazelmere Estate, Bedlington</td> <td>Any comments <a href="mailto:HighwaysProgramme@northumberland.gov.uk">HighwaysProgramme@northumberland.gov.uk</a> before Wednesday 31st July 2024. (extension agreed).</td> </tr> </tbody> </table>   | From   | Description | Details | Northumberland County Council - Highways | Proposed Parking Restrictions A1068 Choppington Road, Bedlington | Any comments <a href="mailto:HighwaysProgramme@northumberland.gov.uk">HighwaysProgramme@northumberland.gov.uk</a> before Friday 9th August 2024. (extension agreed) | Northumberland County Council - Highways | Proposed 20mph Speed Limit, Hazelmere Estate, Bedlington | Any comments <a href="mailto:HighwaysProgramme@northumberland.gov.uk">HighwaysProgramme@northumberland.gov.uk</a> before Wednesday 31st July 2024. (extension agreed). |
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| Northumberland County Council - Highways | Proposed 20mph Speed Limit, Hazelmere Estate, Bedlington  | Any comments <a href="mailto:HighwaysProgramme@northumberland.gov.uk">HighwaysProgramme@northumberland.gov.uk</a> before Wednesday 31st July 2024. (extension agreed). |             |         |  |  |   |  |  |  |

| d.           | <p><b>Planning</b></p> <p><b>i. Planning Applications – Where Comments Have Been Requested.</b></p> <p>The Council are asked to discuss and decide if it wishes to make any comments in relation to the Planning applications received for comment.</p> <table border="1" data-bbox="247 168 1492 533"> <thead> <tr> <th data-bbox="247 168 430 235">Ref.</th> <th data-bbox="430 168 1236 235">Description</th> <th data-bbox="1236 168 1492 235">Response Due Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="247 235 430 331">24/02265/FUL</td> <td data-bbox="430 235 1236 331">Construction of single storey rear extension, two storey side extension, porch and conversion of loft space Location Simonside Netherton Road Nedderton Village Northumberland NE22 6AT</td> <td data-bbox="1236 235 1492 331">29th July 2024. (extension agreed).</td> </tr> <tr> <td data-bbox="247 331 430 398">24/02211/FUL</td> <td data-bbox="430 331 1236 398">Garage extension. Location Maple Bank House 15A Shields Road Hartford Bridge Northumberland NE22 6AN</td> <td data-bbox="1236 331 1492 398">1st August 2024. (extension agreed).</td> </tr> <tr> <td data-bbox="247 398 430 465">24/02398/FUL</td> <td data-bbox="430 398 1236 465">Side ground floor utility and shower room extension Location 16 Hartford Road East Bedlington Northumberland NE22 6HZ</td> <td data-bbox="1236 398 1492 465">5th August 2024. (extension agreed).</td> </tr> <tr> <td data-bbox="247 465 430 533">24/02350/FUL</td> <td data-bbox="430 465 1236 533">Single storey extension Location 4 Edinburgh Drive Hazelmere Bedlington Northumberland NE22 6NY</td> <td data-bbox="1236 465 1492 533">21st August 2024.</td> </tr> </tbody> </table> <p>Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).</p> <p><b>ii. Residents Representation.</b></p> <p>The Council are requested to discuss and decide upon a request and representation from residents in respect of a previously considered planning application (Planning Application - 24/01694/CCD Change of Use from Use Class C3 (residential) to C2 (home for young person). 17 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU.</p> | Ref.                                 | Description | Response Due Date | 24/02265/FUL | Construction of single storey rear extension, two storey side extension, porch and conversion of loft space Location Simonside Netherton Road Nedderton Village Northumberland NE22 6AT | 29th July 2024. (extension agreed). | 24/02211/FUL | Garage extension. Location Maple Bank House 15A Shields Road Hartford Bridge Northumberland NE22 6AN | 1st August 2024. (extension agreed). | 24/02398/FUL | Side ground floor utility and shower room extension Location 16 Hartford Road East Bedlington Northumberland NE22 6HZ | 5th August 2024. (extension agreed). | 24/02350/FUL | Single storey extension Location 4 Edinburgh Drive Hazelmere Bedlington Northumberland NE22 6NY | 21st August 2024. |
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| e.           | <p><b>Services – Litter Bin Request</b></p> <p>The Council are asked to discuss and decide upon a request from a resident to provide a new litter bin (Hollymount Terrace / Spring Park). Details of the request distributed to members.</p>   |                                      |             |                   |              |   |                                     |              |  |                                      |              |   |                                      |              |   |                   |
| f.           | <p><b>Working Groups / Committees (items for decision or discussion).</b></p> <ol style="list-style-type: none"> <li>1. Any Recommendations from Working Groups for decision by full Council. <ol style="list-style-type: none"> <li>i. Events Working Group.</li> </ol> <p>The Council are requested to (after review and amendment if appropriate) approve the draft “Expression of Interest” for the provision of a Family Festival for Summer 2025. (Draft document distributed to Councillors).</p> </li> <li>2. Any Other Items from Working Groups) – The Working Group Chair will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</li> </ol>  |                                      |             |                   |              |   |                                     |              |  |                                      |              |   |                                      |              |   |                   |
| g.           | <p><b>Bank Reconciliation</b></p> <p>The Council are asked to APPROVE a checked bank reconciliation of £81,563.54 as of 31<sup>st</sup> July 2024 and a Deposit Account Balance of £320,154.77 as of 31<sup>st</sup> July 2024.</p>  |                                      |             |                   |              |   |                                     |              |  |                                      |              |   |                                      |              |   |                   |

**PART C – MATTERS FOR INFORMATION OR TO BE NOTED**

| Matters for Information or To Be Noted |   |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
|--|---|----------------------------------|-------|-------|----------------|------------------|--|---|---------|-----------------------|--|-------------------|--------|--------------|--|---------------------|--------|-----------------------|--|--------|--------|------------|--|--------|--------|---------------------|--|--------------------|-------|----------------------|--|------|------------------|-------------------------------|--|-------------------|----------|---------------|--|-------------|--------------|----------------------|--|-------------------|-------|------------------|--|--------------------|-------|----------------|--|-------------------------------|----------|-------------------|--|------------------------|--------|------------------|--|------------------|-------|---------------------|--|-------------------|----------|---------------|--|-------------|----------------|----------------------------------|--|
| a.                                     | <p><b>Chairs Update and any Reports from External Meetings.</b></p> <p>i. The Chair will make any relevant announcements and provide updates to members.</p> <p>ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</p>   |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| b.                                     | <p><b>Other Consultations (not requiring Town Council response).</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">From</th> <th style="width: 45%;">Description</th> <th style="width: 30%;">Details</th> </tr> </thead> <tbody> <tr> <td>None For This Meeting</td> <td></td> <td></td> </tr> </tbody> </table>   |                                  |       | From  | Description    | Details          | None For This Meeting  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| From                                   | Description   | Details                          |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| None For This Meeting                  |   |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| c.                                     | <p><b>Invitations.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">From</th> <th style="width: 35%;">Event</th> <th style="width: 30%;">Response Details</th> </tr> </thead> <tbody> <tr> <td>None for This Meeting</td> <td></td> <td></td> </tr> </tbody> </table>  |                                  |       | From  | Event          | Response Details | None for This Meeting  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| From                                   | Event   | Response Details                 |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| None for This Meeting                  |   |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| c.                                     | <p><b>Schedule of Payments and Receipts.</b></p> <p>Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Payee</th> <th style="width: 15%;">Amount<br/>£. p</th> <th style="width: 40%;">Description</th> <th style="width: 15%;">Notes</th> </tr> </thead> <tbody> <tr> <td>Salvation Army</td> <td style="text-align: right;">500.00</td> <td>Community Chest Grant</td> <td></td> </tr> <tr> <td>Reay Security Ltd</td> <td style="text-align: right;">809.64</td> <td>CCTV Charges</td> <td></td> </tr> <tr> <td>Reay Security Ltd -</td> <td style="text-align: right;">432.00</td> <td>CCTV Meadowdale Gates</td> <td></td> </tr> <tr> <td>Viking</td> <td style="text-align: right;">134.70</td> <td>Stationery</td> <td></td> </tr> <tr> <td>Amazon</td> <td style="text-align: right;">104.99</td> <td>Payment Card Reader</td> <td></td> </tr> <tr> <td>Talk Talk Business</td> <td style="text-align: right;">59.42</td> <td>Telephone + Internet</td> <td></td> </tr> <tr> <td>HMRC</td> <td style="text-align: right;"><b>-6,798.20</b></td> <td>VAT Refund March 24 to June24</td> <td></td> </tr> <tr> <td>Charmain Hamilton</td> <td style="text-align: right;">5,487.00</td> <td>Summer Events</td> <td></td> </tr> <tr> <td>Card Reader</td> <td style="text-align: right;"><b>-3.92</b></td> <td>System Test Payments</td> <td></td> </tr> <tr> <td>Reay Security Ltd</td> <td style="text-align: right;">83.04</td> <td>CCTV Church Lane</td> <td></td> </tr> <tr> <td>Reay Security CCTV</td> <td style="text-align: right;">83.04</td> <td>Cemetery Gates</td> <td></td> </tr> <tr> <td>Northumberland County Council</td> <td style="text-align: right;">5,112.97</td> <td>July Salary Costs</td> <td></td> </tr> <tr> <td>Wireless Logic Limited</td> <td style="text-align: right;">539.14</td> <td>CCTV Sim Charges</td> <td></td> </tr> <tr> <td>Zen Internet Ltd</td> <td style="text-align: right;">28.78</td> <td>Domain Name Renewal</td> <td></td> </tr> <tr> <td>Charmain Hamilton</td> <td style="text-align: right;">5,514.00</td> <td>Summer Events</td> <td></td> </tr> <tr> <td>Lloyds Bank</td> <td style="text-align: right;"><b>-307.09</b></td> <td>Interest Business Instant Access</td> <td></td> </tr> </tbody> </table> |                                  |       | Payee | Amount<br>£. p | Description      | Notes  | Salvation Army  | 500.00  | Community Chest Grant |  | Reay Security Ltd | 809.64 | CCTV Charges |  | Reay Security Ltd - | 432.00 | CCTV Meadowdale Gates |  | Viking | 134.70 | Stationery |  | Amazon | 104.99 | Payment Card Reader |  | Talk Talk Business | 59.42 | Telephone + Internet |  | HMRC | <b>-6,798.20</b> | VAT Refund March 24 to June24 |  | Charmain Hamilton | 5,487.00 | Summer Events |  | Card Reader | <b>-3.92</b> | System Test Payments |  | Reay Security Ltd | 83.04 | CCTV Church Lane |  | Reay Security CCTV | 83.04 | Cemetery Gates |  | Northumberland County Council | 5,112.97 | July Salary Costs |  | Wireless Logic Limited | 539.14 | CCTV Sim Charges |  | Zen Internet Ltd | 28.78 | Domain Name Renewal |  | Charmain Hamilton | 5,514.00 | Summer Events |  | Lloyds Bank | <b>-307.09</b> | Interest Business Instant Access |  |
| Payee                                  | Amount<br>£. p  | Description                      | Notes |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Salvation Army                         | 500.00  | Community Chest Grant            |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Reay Security Ltd                      | 809.64  | CCTV Charges                     |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Reay Security Ltd -                    | 432.00  | CCTV Meadowdale Gates            |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Viking                                 | 134.70  | Stationery                       |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Amazon                                 | 104.99  | Payment Card Reader              |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Talk Talk Business                     | 59.42   | Telephone + Internet             |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| HMRC                                   | <b>-6,798.20</b>  | VAT Refund March 24 to June24    |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Charmain Hamilton                      | 5,487.00  | Summer Events                    |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Card Reader                            | <b>-3.92</b>  | System Test Payments             |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Reay Security Ltd                      | 83.04   | CCTV Church Lane                 |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Reay Security CCTV                     | 83.04   | Cemetery Gates                   |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Northumberland County Council          | 5,112.97  | July Salary Costs                |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Wireless Logic Limited                 | 539.14  | CCTV Sim Charges                 |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Zen Internet Ltd                       | 28.78   | Domain Name Renewal              |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Charmain Hamilton                      | 5,514.00  | Summer Events                    |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Lloyds Bank                            | <b>-307.09</b>  | Interest Business Instant Access |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| d.                                     | <p><b>Other Planning Applications</b></p> <p>Where comments have <b>not</b> been requested.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Ref.</th> <th style="width: 80%;">Description</th> </tr> </thead> <tbody> <tr> <td>24/02338/DISCON</td> <td>Discharge of conditions: 6 (surface water) and 10 (construction method statement) pursuant to planning approval 21/01927/OUT</td> </tr> </tbody> </table>   |                                  |       | Ref.  | Description    | 24/02338/DISCON  | Discharge of conditions: 6 (surface water) and 10 (construction method statement) pursuant to planning approval 21/01927/OUT |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Ref.                                   | Description   |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
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| e.                                     | <p><b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Ref.</th> <th style="width: 65%;">Description</th> <th style="width: 20%;">Decision</th> </tr> </thead> <tbody> <tr> <td>24/01508/FUL</td> <td>Change of use of dwelling house use class C3 to convert to a children's residential care home use class C2, including removal of porch, bay window and front boundary wall for extension of the driveway. Location 18 Hartford Road East Bedlington Northumberland NE22 6HZ</td> <td style="text-align: center;">GRANTED</td> </tr> <tr> <td>23/02640/CCD</td> <td>Construction of football foundation playzone for football and basketball use, with fencing and floodlighting Location Football Pitch Westlea Playing Fields Netherton Lane Bedlington Northumberland</td> <td style="text-align: center;">GRANTED</td> </tr> </tbody> </table>  |                                  |       | Ref.  | Description    | Decision         | 24/01508/FUL   | Change of use of dwelling house use class C3 to convert to a children's residential care home use class C2, including removal of porch, bay window and front boundary wall for extension of the driveway. Location 18 Hartford Road East Bedlington Northumberland NE22 6HZ | GRANTED | 23/02640/CCD          | Construction of football foundation playzone for football and basketball use, with fencing and floodlighting Location Football Pitch Westlea Playing Fields Netherton Lane Bedlington Northumberland | GRANTED           |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| Ref.                                   | Description   | Decision                         |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| 24/01508/FUL                           | Change of use of dwelling house use class C3 to convert to a children's residential care home use class C2, including removal of porch, bay window and front boundary wall for extension of the driveway. Location 18 Hartford Road East Bedlington Northumberland NE22 6HZ   | GRANTED                          |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| 23/02640/CCD                           | Construction of football foundation playzone for football and basketball use, with fencing and floodlighting Location Football Pitch Westlea Playing Fields Netherton Lane Bedlington Northumberland  | GRANTED                          |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |
| f.                                     | <p><b>Police Report.</b></p> <p>The next scheduled regular report is for September 2024 meeting.</p>  |                                  |       |       |                |                  |  |   |         |                       |  |                   |        |              |  |                     |        |                       |  |        |        |            |  |        |        |                     |  |                    |       |                      |  |      |                  |                               |  |                   |          |               |  |             |              |                      |  |                   |       |                  |  |                    |       |                |  |                               |          |                   |  |                        |        |                  |  |                  |       |                     |  |                   |          |               |  |             |                |                                  |  |

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| g. | <p><b>Matters for Information Only</b></p> <p>Any matters pertaining to the Council, that members would like to bring to the attention of other members and residents. For Information only no proposals or voting on these matters.</p> <ol style="list-style-type: none"> <li>1. Councillors – Any matters for information only.</li> <li>2. Town Clerk</li> </ol> <p>Ongoing Service repairs and replacements – Replacement litter bin at Kendal Rise (previous bin burnt out), Repairs to swings and rocker unit at Church Lane play area, Repairs to Zip Wire and rocker unit at Westlea play area. Bus Shelter at Choppington Road ordered and awaiting delivery and installation, Front Street Planters to be planted imminently.</p> <p>Advance notice of items for the next meeting agenda – Local Transport Plan Priorities, Campaign Support (Safety of Lithium-ion Batteries and e-bikes and scooters), Revision to Financial Regulations and Internal Control to reflect the use of card reader, Process / Procedure to reconcile event ticket sales and payments received.</p> |
| h. | <p><b>Date of Next Meeting.</b></p> <p>The next scheduled meeting of the Council will be on Thursday 12<sup>th</sup> September 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington.</p> <p>The agenda for this meeting to be issued on Wednesday 4<sup>th</sup> September 2024.</p>   |

**PART D – 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.

| <b>Matters for Discussion / Decision / Information</b> |   |
|--|---|
| a.   | <p><b>Revision to The Town Clerks Contract.</b></p> <p>The Council are requested to discuss and decide upon a revision to The Town Clerks current employment contract to take account of the supervision and training of additional staff (Draft revised job description distributed to members).</p> <p>Suggested salary upload and financial implications of adopting the revisions included in Supplementary Staffing Documents.</p> |
| b.   | <p><b>Payment of Accrued Holiday.</b></p> <p>The Council are asked to consider a request from The Town Clerk for payment of holidays accrued whilst on long Term sick leave. (Details of accrual together with an estimate of the associated costs distributed to members).</p>   |
| c.   | <p><b>Revision to Town Clerks Working Hours and Office opening times.</b></p> <p>The Council are asked to consider a request from The Town Clerk to revise his working hours and office opening times – details of requested hours distributed to Councillors.</p>  |

**WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:** Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jane Todd, Diane Wallace, Russ Wallace.