

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 10<sup>th</sup> October 2024 at 6.30pm.

The agenda for the meeting is set out below.  
Steven Young - Town Clerk  
2nd October 2024



**PRESENTATIONS and REPRESENTATIONS**

- None 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)
- 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 Chairs 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> i. To receive and note any apologies for absence from Councillors. ii. To consider and determine any dispensations for absent Councillors.
b.	<b>Declaration of Interests.</b> 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. ii. 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.

**PART B – MATTERS FOR DECISION**

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

<b>Details of Meeting or Delegated Decisions</b>	
a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 12th September 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**

<b>Matters for Discussion / Decision</b>													
a.	<p><b>Community Chest / Funding Requests.</b> The Council are requested to discuss and decide upon a Community Chest Application from Ashington &amp; District Male Voice Choir (Application and Fund Summary distributed to members).</p>												
b.	<p><b>Finance</b></p> <p><b>i. Audit Arrangements - 2023/24 Annual Governance &amp; Accountability Return (AGAR).</b> The Council are asked to NOTE the external auditors’ certification of the Annual Return of Accounts for the financial year ending 31st March 2024. There were no matters which came to the attention of the Auditor that required the issuing of a separate additional issues report and the notice of conclusion has been published on 6th September 2024. (Copy of notice and certification distributed to members for information).</p> <p><b>ii. Quarterly Finance Update</b> The Council are asked to review the current years expenditure against its current year’s budget and (if appropriate) make recommendations to bring both inline. (Report distributed to members. There are no significant areas of overspend or unplanned spending for future projects currently).</p> <p><b>iii. 2025 -26 Budget and Precept Preparation.</b> The Council are requested to discuss and approve the DRAFT schedule of meetings for the 2025-26 budget and precept requirement. (Draft schedule of meeting distributed to members together with an illustrative budget for 2025-26 to help with preparation).</p>												
c.	<p><b>Services</b></p> <p><b>i. Refurbishment of Bedlington Terrier Seats.</b> The Council are requested to discuss and decide upon a refurbishment of its “Bedlington Terrier” style seats. Members are asked to agree what work (if any) is required to each of the specific seats. (Details of the location of the seats together with recent photographs distributed to members). The information agreed will be used as a job “specification” for prospective supplies and to obtain quotes for the work.</p> <p><b>ii. Front Street Planters Project.</b> 1. The Council are asked to delegate the design, detail and procurement of any supplier provision together with the approved spending budget (£25k min24/47) to a newly created “members project team”. The members project team will provide guidance and instruction to staff to bring about the conclusion of the project as soon as possible, without recourse to continually return to full Council meetings for project related decisions. No extension to the already approved scheme or budget permissible without recourse to full Council and additional approval. 2. If approved at 1 above - The Council are asked to discuss and decide upon the membership of the “project team”.</p>												
d.	<p><b>Governance – Meeting Materials.</b> In line with the Councils environmental aims The Council is requested to discuss and decide upon ways to reduce the amount of printed material for Council meetings.</p>												
e.	<p><b>Planning</b></p> <p><b>i. Planning Applications – Where Comments Have Been Requested.</b> 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" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref.</th> <th style="text-align: center;">Description</th> <th style="text-align: center;">Response Due Date*</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">24/02959/FELTPO</td> <td>Tree Preservation Order: T1 - Fell one Rowan tree Location Grass Verge South Of Greenside Fairway Rise Hartford Hall Estate Bedlington Northumberland NE22 6AG</td> <td style="text-align: center;">26th September 2024.</td> </tr> <tr> <td style="text-align: center;">24/03122/PRUTPO</td> <td>Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Netherpton Road Through Village Nedderton Village Northumberland NE22 6AX</td> <td style="text-align: center;">8th October 2024.</td> </tr> <tr> <td style="text-align: center;">24/03104/FUL</td> <td>Retrospective: Amendment of front garden to move fence on North East corner closer to road such as to make better use of space for storage, including non-permanent shed structure</td> <td style="text-align: center;">11th October 2024.</td> </tr> </tbody> </table>	Ref.	Description	Response Due Date*	24/02959/FELTPO	Tree Preservation Order: T1 - Fell one Rowan tree Location Grass Verge South Of Greenside Fairway Rise Hartford Hall Estate Bedlington Northumberland NE22 6AG	26th September 2024.	24/03122/PRUTPO	Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Netherpton Road Through Village Nedderton Village Northumberland NE22 6AX	8th October 2024.	24/03104/FUL	Retrospective: Amendment of front garden to move fence on North East corner closer to road such as to make better use of space for storage, including non-permanent shed structure	11th October 2024.
Ref.	Description	Response Due Date*											
24/02959/FELTPO	Tree Preservation Order: T1 - Fell one Rowan tree Location Grass Verge South Of Greenside Fairway Rise Hartford Hall Estate Bedlington Northumberland NE22 6AG	26th September 2024.											
24/03122/PRUTPO	Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Netherpton Road Through Village Nedderton Village Northumberland NE22 6AX	8th October 2024.											
24/03104/FUL	Retrospective: Amendment of front garden to move fence on North East corner closer to road such as to make better use of space for storage, including non-permanent shed structure	11th October 2024.											

		Location 15 South Farm Nedderton Village Bedlington Northumberland NE22 6BH	
	24/03221/PRUTPO	Tree Preservation Order Application: T1-T2 Cherry crown reduce and reshape by 2m. Location Coachmans Cottage Stable Row Hartford Hall Estate Bedlington Northumberland NE22 6AG	16th October 2024.
	24/02928/FUL	Installation of rolling shutters to South East entrance Location 66A Front Street East Bedlington Northumberland NE22 5AB	23rd October 2024.
<p>*Where the response date is before the date of the meeting an extension has been agreed to allow consideration of the application at the meeting and an opportunity to submit comments.  Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).</p>			
h.	<p><b>Working Groups / Committees (items for decision or discussion).</b></p> <p>1) Any Recommendations from Working Groups for decision by full Council. Events Group</p> <p>i) The Council are requested to approve the acceptance of a proposal to provide the 2025 Street Fair.</p> <p>ii) The Council are asked to approve the acceptance of a recommendation to provide a 2024 Autumn Family Day Trip to Blackpool (estimated cost £5k - £4K available from other 2024 event underspends) together with approval to spend an additional £1k to provide the event.</p> <p>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.</p>		
i.	<p><b>Bank Reconciliation</b></p> <p>The Council are asked to APPROVE a checked bank reconciliation of £55,009.24 as of 30th September 2024 for current account, a Deposit Account Balance of £420,754.56 as of 30th September 2024, and a CCLA account balance of £25,000.</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"> <thead> <tr> <th>From</th> <th>Description</th> <th>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"> <thead> <tr> <th>From</th> <th>Event</th> <th>Response Details</th> </tr> </thead> <tbody> <tr> <td>The Mayor of Morpeth, Cllr Betty Bawn</td> <td>Mayor's Charity Ball 26th October 2024</td> <td>To purchase tickets, please contact Morpeth Town Council on 01670 514314.</td> </tr> <tr> <td>Northumberland Citizens Advice</td> <td>Annual Public Meeting Thu 5th December 2024 Morpeth Rugby Club</td> <td><a href="https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform</a> to confirm attendance.</td> </tr> </tbody> </table>			From	Event	Response Details	The Mayor of Morpeth, Cllr Betty Bawn	Mayor's Charity Ball 26th October 2024	To purchase tickets, please contact Morpeth Town Council on 01670 514314.	Northumberland Citizens Advice	Annual Public Meeting Thu 5th December 2024 Morpeth Rugby Club	<a href="https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform</a> to confirm attendance.
From	Event	Response Details										
The Mayor of Morpeth, Cllr Betty Bawn	Mayor's Charity Ball 26th October 2024	To purchase tickets, please contact Morpeth Town Council on 01670 514314.										
Northumberland Citizens Advice	Annual Public Meeting Thu 5th December 2024 Morpeth Rugby Club	<a href="https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9--MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVAXA/viewform</a> to confirm attendance.										

d.	<b>Schedule of Payments and Receipts.</b>			
	Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.			
	Payee	Amount £. p	Description	Notes
	Blyth Bespoke Fabrication	294.00	Relocation of Litter Bin	
	CCLA Deposit Fund	5,000.00	Creation of new account	
	Smart Office Systems Ltd	19.20	Printing Costs	
	HAGs-SMP Ltd	119.30	Parts for Play area repairs	
	Northumberland County Council	-143,247.00	Precept – Second Instalment	
	Treasurers Account	100,000.00	Txfr to Business Instant Access	
	CCLA Deposit Fund	20,000.00	Transfer to CCLA A/c	
	Sum Up Transfer	-103.24	Sale of Event Tickets	
	Reay Security	446.40	Play Area Gates	
	Reay Security	809.64	CCTV	
	Talk Talk Business	59.42	Telephone Charges	
	DL Maintenance & Repair	77.00	Litter Bin Repairs	
	Charmain Hamilton	2,000.00	Events Fee	
	Reay Security	83.04	CCTV Church Lane	
	Reay Security	83.04	CCTV Cemetery Gates	
	Service and Disabled Lifts Ltd	6,755.40	Contribution to Lift Installation	
	Bedlington Community Centre	96.00	Room Hire re Consultation Event	
	Wireless Logic Limited	539.14	SIMS for CCTV	
Radecal Signs & Graphics	216.00	New Entrance Sign		
Paypal Transfer	-956.72	Edinburgh Zoo and Lilidorei		
Northumberland County Council	9,305.96	Payroll Services September		
Widescope Web Design	846.00	New Lap Top and Software		
Michael Burkinshaw	1,182.00	Provision of Christmas Tree		
Blackpool Tower Eye	35.00	Excursion Ticket Test Transaction		
Business Instant Access AC	-100,000.00	From Treasurers A/C		
Lloyds Bank	-283.14	Interest Received		
e.	<b>Other Planning Applications</b>			
	Where comments have <b>not</b> been requested.			
	<b>Ref.</b>	<b>Description</b>		
	24/03220/SCREEN	Screening Opinion for the proposed installation of a battery energy storage system with associated works, equipment and infrastructure. Land Adjacent To Burnt House Farm Nedderton Village Bedlington Northumberland		
f.	<b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council.</b>			
	<b>Ref.</b>	<b>Description</b>	<b>Decision</b>	
	24/02398/FUL	Side ground floor utility and shower room extension. Location 16 Hartford Road East Bedlington Northumberland NE22 6HZ	GRANTED	
	24/02211/FUL	Garage extension. Location Maple Bank House 15A Shields Road Hartford Bridge Northumberland NE22 6AN	GRANTED	
	24/02610/FUL	External alterations to rear elevation; new raised garage and tiled roof over front entrance. Location 67 Acorn Avenue Bedlington Northumberland NE22 5SP	GRANTED	
	24/02638/PRUTPO	Tree Preservation Order application: T1 Chestnut - reduce to Monolith at 2.5m; T2 Lime - crown reduce by 2m from 11.5m to 9.5m and remove broken and dead branches. Location 8 The Croft Nedderton Village Northumberland NE22 6BA	PERMIT	
	24/02690/FUL	Single storey side extension. Location 15 Hollymount Square Bedlington Northumberland NE22 5AH	GRANTED	
	24/03122/FELTPO	Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Netherton Road Through Village Nedderton Village Northumberland NE22 6AX	PERMIT	

	24/02350/FUL	Single storey extension Location 4 Edinburgh Drive Hazelmere Bedlington Northumberland NE22 6NY	GRANTED
	24/02778/FUL	Single storey front elevation to living room and single storey rear extension Location 43 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU	GRANTED
g.	<b>Police Report.</b> The next scheduled regular report is for December 2024 meeting.		
h.	<b>Matters for Information Only</b> 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. <ol style="list-style-type: none"> <li>1. Councillors – Any matters for information only.</li> <li>2. Town Clerk  The Council recently appointed Michelle McTeer in the position of Assistant Town Clerk (Communication Engagement and Projects). Michelles appointment starts on 1st October 2024 and initially Michelle will be working on the reintroduction of the Town Councils newsletter. Michelle will work Monday, Thursday and Friday to cover the office opening hours.  Gillian Turner (who has been acting Assistant Town Clerk) will cease her employment with the Town Council on 31<sup>st</sup> December 2024 - Gillians last day at work will be Friday 20<sup>th</sup> December 2024.  Ongoing Service repairs and replacements – Currently awaiting parts and repair to items of play equipment in all three of the Town Councils play areas. The bus shelter supplier for the new bus shelter on Choppington Road has advised of a delay with the installation (permit and certification issues).  Advance Notice of future agenda item(s) – Nothing for the next meeting.  Staff Holidays (Office Closures) – Reminder, The Clerk will be on annual leave 11<sup>th</sup> to 25<sup>th</sup> October 2024. The office will be open as normal during these periods.</li> </ol>		
i.	<b>Date of Next Meeting.</b> The next scheduled meeting of the Council will be on Thursday 14th November 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 6th November 2024.		

## 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>
	Nothing For This Meeting.

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