

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.
On Thursday 12th September 2024 at 6.30pm.**



PRESENTATIONS.

- Apologies were received from Northumbria Police (Agenda Item Part C g. Police Report.)
- The meeting heard a brief presentation from a representative of Citizens Advice Bureau about Pension Credit applications in lieu of removal of winter fuel payments.

QUESTIONS TO THE COUNCIL

- There were no questions to the Council for this meeting.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
24/112		In Attendance	Councillors Crosby, Hedley, Henderson, Hogg, Taylor (Chair), D Wallace and R Wallace. Town Clerk S Young, and five (5) members of the public.
24/113	a.	Apologies for Absence. i. To receive and note any apologies for absence from Councillors. ii. To consider and determine any dispensations for absent Councillors.	i. Apologies for absence from Councillors Thompson and Todd and Deputy Town Clerk G Turner were NOTED . ii. There were no dispensations for absence for this meeting.
24/114	b.	Declaration of Interests. 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.	Councillor R Wallace made a declaration of interest in relation to Funding Contribution to Bedlington Community Centre (Agenda Item Part B k.) ii. No dispensations for this meeting.

PART B – MATTERS FOR DECISION

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

		Details of Meeting or Delegated Decisions	Determination
24/115	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 8 th August 2024.	RESOLVED that the minutes of the West Bedlington /own Council Annual Meeting held on 8 th August 2024 are APPROVED as a true record.
24/116	b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.	There were no matters arising from the minutes of the meeting held on 8 th August 2024.

2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
24/117	a.	<p>Internal Controls</p> <p>The Council are asked after review to approve: the revisions to the documents in line with NALC recommendations and the introduction of the new card reader for taking payments</p> <ol style="list-style-type: none"> i. Review of Standing Orders (no revisions). ii. Review of Financial Regulations (to include card reader payments and NALC recommendations) iii. Updated Internal Controls (to include card reader payments) iv. Review of Financial Risks (small revisions highlighted in document) v. Review of Financial Governance. (The Council needs to be satisfied AND demonstrate that it has appropriate systems / procedures in place to cover the following statutory requirements – all of which require a positive declaration). <p>All Draft documents distributed to members.</p>	<p>i. to v.</p> <p>ALL RESOLVED to APPROVE.</p>
24/118	b.	<p>Governance - New email addresses</p> <p>The Council are requested to consider and decide upon the setting up of “.gov.uk” email addresses for both councillors and staff as recommended by National Association of Local Councils (See attached briefing note). The cost of which will be £130 bi-annually for the domain name and £44 per account. A typical email address would be for example: Cllr.joe.bloggs@westbedlington-tc.gov.uk</p>	<p>RESOLVED to APPROVE the setting up of “.gov.uk” email addresses for both Councillors and staff.</p>
24/119	c.	<p>Campaign Support Request - Safety of Lithium-ion Batteries and e-bikes and scooters</p> <p>The Council are asked to discuss and decide upon a request to support a campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal. Details of the request distributed to members.</p>	<p>RESOLVED to SUPPORT the scheme.</p>
24/120	d.	<p>Services</p> <p>i. Bus Shelter Funding Applications.</p> <p>The Council are requested to discuss and decide upon any previously submitted Member suggestions for any funding application to Safe and Accessible Bus Infrastructure Funding (Northumberland County Council Strategic Transport Team). Details of the scheme together with application template and prioritisation tool distributed to members.</p> <p>ii. New Litter Bin Request(s)</p> <p>The Council are asked to discuss and decide upon a resident’s request for litter bins in the vicinity of Fenwick Park, Bedlington. (copy of request distributed to members).</p> <p>iii. Quotes for Repainting of Council Assets</p> <p>The Council are requested to consider and decide upon their preferred quote(s) for:</p> <ol style="list-style-type: none"> i. Welcome to Bedlington Sign the repainting of the “Train – Welcome to Bedlington Sign” at the bottom of Attlee Bank, Bedlington. ii. War Memorial Handrail the repainting of the War Memorial Handrail – in black with red poppy highlights. 	<p>i. RESOLVED – no specific requirement. (The Chair advised that they write separately in relation to general disabled access at all bus stops).</p> <p>ii. RESOLVED not to provide litter bins until the new development is formally “adopted”.</p> <p>iii. RESOLVED to accept the submitted quotes from:</p> <ol style="list-style-type: none"> i. DL Maintenance ii. Springview.

		<p>iii. Jubilee Benches Bedlington Market Place the staining of the eight Queen Elizabeth II Jubilee benches.</p> <p>A Summary of quotes received distributed to members.</p> <p>iv. Defibrillators The Council are asked to consider a proposal to replace the currently owned defibrillators (and their cabinets) at Stokers Buildings, Front Street East, Bedlington and Masonic Building, Hartford Road, Bedlington (which are both at their end-of-life expectation dates) with new cabinets and defibrillators and include the new cabinets and defibrillators into the Councils existing Defibrillator Leasing contract. The ongoing cost of leasing both the defibrillators and cabinets are £1 per day with an additional initial deposit payment of £150 for each of the two defibrillators.</p>	<p>iii. Springview.</p> <p>iv. RESOLVED to replace existing Cabinets and Defibrillators with new under an extension of the current leasing scheme.</p>												
24/121	e.	<p>Consultations sent to Town Council (Requires Council response) 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>2025-26 Local Transport Plan Capital Programme.</td> <td>Submission of a maximum of 3 priorities will be considered per parish. HighwaysProgramme@northumberland.gov.uk before Friday 27th September 2024.</td> </tr> </tbody> </table> <p>Details distributed to members.</p>	From	Description	Details	Northumberland County Council - Highways	2025-26 Local Transport Plan Capital Programme.	Submission of a maximum of 3 priorities will be considered per parish. HighwaysProgramme@northumberland.gov.uk before Friday 27th September 2024.	<p>RESOLVED to submit the following 3 priorities</p> <p>Speed calming measures on B13361 (Broadoaks to Hazelmere). Red Lion roundabout – traffic lights. Improvements to mini roundabout at Morrisons / Lidl on Schalksmuhle Road.</p>						
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Northumberland County Council - Highways	2025-26 Local Transport Plan Capital Programme.	Submission of a maximum of 3 priorities will be considered per parish. HighwaysProgramme@northumberland.gov.uk before Friday 27th September 2024.													
24/122	f.	<p>Annual Joint Town & Parish Council Autumn Conference The Council are requested to discuss and decide upon its member representation at the Annual Joint Town and Parish Conference (maximum of 2 delegates) at 5pm Thursday 3rd October 2024 County Hall. Morpeth. Booking details required by 5pm Friday 27th September 2024. Details distributed to members.</p>	<p>RESOLVED member representation at the Annual Joint Town and Parish Conference will be Councillors Taylor and Hogg.</p>												
24/123	g.	<p>Planning i. Planning Applications – Where Comments Have Been Requested. 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"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td>24/02638/PRUTPO</td> <td>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</td> <td>23rd August 2024. (extension agreed)</td> </tr> <tr> <td>24/02610/FUL</td> <td>External alterations to rear elevation; new raised garage and tiled roof over front entrance Location 67 Acorn Avenue Bedlington Northumberland NE22 5SP</td> <td>28th August 2024. (extension agreed)</td> </tr> </tbody> </table>	Ref.	Description	Response Due Date	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	23rd August 2024. (extension agreed)	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	28th August 2024. (extension agreed)	<table border="1"> <thead> <tr> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>No Comment</td> </tr> <tr> <td>No Comment</td> </tr> </tbody> </table>	Determination	No Comment	No Comment
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		24/02690/FUL	Single storey side extension. Location 15 Hollymount Square Bedlington Northumberland NE22 5AH	28th August 2024. (extension agreed)	No Comment
		24/02362/REM	Reserved Matters application for appearance, landscaping, layout and scale for construction of 6no. dwellings on approved application 21/01927/OUT Land North West Of Blue House Farm Blue House Farm Road Netherton Colliery NE22 6BD	29th August 2024. (extension agreed)	Comment re the use of Box Pro Sheeting on side elevation.
		24/02732/VARYCO	Variation of conditions 3 (materials), 8 (surface water) and 13 (demolition construction method statement) on approved application 24/00398/VARYCO to allow the progress on site Location St Benet Biscop Catholic Academy Ridge Terrace Bedlington Northumberland NE22 6ED	3rd September 2024. (extension agreed)	No Comment
		24/02773/FUL	Single story extension over garage, double story extension to side of property, single story extension to back of property Location 1 Dunstanburgh Close Hazelmere Bedlington Northumberland NE22 6NA	5th September 2024 (extension agreed)	No Comment
		24/02778/FUL	Single storey front elevation to living room and single storey rear Extension Location 43 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU	9th September 2024 (extension agreed)	No Comment
		<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>ii. National Planning Policy Framework. Proposal from Councillor Hogg – The Council are asked to comment on the consultation regarding changes to the NPPF and to also to send the comments to Ian Lavery MP for representing our views at a parliament</p>			ii. RESOLVED Councillor Hogg to prepare a draft comment for distribution to members ahead of sending to MP.
24/124	h.	<p>Working Groups / Committees (items for decision or discussion).</p> <ol style="list-style-type: none"> Any Recommendations from Working Groups for decision by full Council. None for this meeting. 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. 			<ol style="list-style-type: none"> None for this meeting. Councillor D Wallace provided a verbal update in relation to the positive feedback received from the summer children’s events.
24/125	i.	<p>Bank Reconciliation</p> <p>The Council are asked to APPROVE a checked bank reconciliation of £58,668.82 as of 31st August 2024 and a Deposit Account Balance of £320,471.42 as of 31st August 2024.</p>			The Bank Reconciliation was APPROVED by members.

24/126	j.	Funding to Host Public Consultation Event – North Ridge Cycleway, Bedlington. Following representation from residents, the Town Council has invited Northumberland County Council to provide a public consultation event in Bedlington Community Centre on Tuesday 17 th September 2024 (12.30pm to 8pm) to outline details of a proposed Cycleway at North Ridge, Bedlington. The Council are asked to APPROVE the funding for the cost of the room hire (£96).	RESOLVED to fund the cost of the room hire.
24/127	k.	Funding – Financial Contribution to Bedlington Community Centre for installation of a public lift. The Council are requested to discuss and decide upon a request from Trustees of Bedlington Community Centre to make a financial contribution to i. Underwrite pledged funding until it is received - £9k from Northumberland County Councillors Small Schemes, (this will enable an order to be placed without delay and possible price increase), and ii. Fund the shortfall between the cost of completing the project and funding received. (estimated to be a maximum of £6.5k) Request distributed to members in advance.	RESOLVED to i. Underwrite the pledged funding until received. ii. Fund the shortfall in funding to complete the project.

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

Matters for Information or To Be Noted											
24/128		RESOLVED to NOTE Section's a, b, and c. Note section f is not part of the agenda and is included for information only.									
	a.	<table border="1"> <tr> <td>Chairs Update and any Reports from External Meetings. i. The Chair will make any relevant announcements and provide updates to members. ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</td> <td>i. No update for this meeting. ii. Nothing for this meeting.</td> </tr> </table>	Chairs Update and any Reports from External Meetings. i. The Chair will make any relevant announcements and provide updates to members. ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.	i. No update for this meeting. ii. Nothing for this meeting.							
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24/129	d.	Schedule of Payments and Receipts.			
	Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.				
	Payee		Amount £. p	Description	Notes
	Widescope Web Design		268.80	Booking System and IMAP Renewals	
	DL Maintenance & Repair		516.00	Bin and Shelter Repairs	
	Dog Show Entries		-42.00	Income for Entries	
	Orangutan Landscapes Limited		1,260.00	Planting-up of Planters	
	Reay Security Ltd		446.40	Meadowdale	
	Reay Security Ltd		809.64	CCTV	
	Smart Office Systems Ltd		104.40	Printer Costs	
	Andrew Deptford		619.20	Defibrillator Pads	
	Dogwood Production CIC Grant		250.00	Grant Approved Minute 24/20	
	Town Twinning Grant		1,500.00	Grant Approved Minute 23/276	
	Sum Up Transfer		-188.77	On- line sale of tickets re Edinburgh and Lilidorei	
	Post Office		8.95	CCLA Documents Recorded	
	Amazon		9.29	Sticky Tape for Remembrance Day	
	Reay Security Ltd		83.04	CCTV Cemetery Gates	
	Talk Talk Business		59.42	Telephone and Internet	
	Society Of Local Council Clerks		298.00	Annual Subscription	
	Charmain Hamilton		3,000.00	Management Fee	
	Kompan Scotland Ltd		157.20	Swing Parts	
	Northumberland County Council		5,112.97	Payroll Services August	
	Reay Security Ltd		83.04	CCTV Play Area	
	Wireless Logic Limited		539.14	CCTV Sim Charges	
	SENBUG		500.00	Grant Approved Minute 24/92	
	Coalition Presents Ltd ONIN		3,000.00	Deposit for 2025 Festival	
	Coalition Presents Ltd Liberty X		4,500.00	Deposit for 2025 Festival	
	Lloyds Bank		-316.65	Interest Business Instant Access	
Members received and approved the Schedule of Payments and Receipts listing					
24/130	e.	Other Planning Applications			
	Where comments have not been requested.				
	Ref.	Description			
24/02338/DISCON	Discharge of conditions: 6 (surface water) and 10 (construction method statement) pursuant to planning approval 21/01927/OUT				
Members noted this planning application.					
	f.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council.			
	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		
Members noted the above planning decisions.					

24/131	g.	Police Report. Members noted the written Police Report submitted. The next scheduled regular report is for the December 2024 meeting.
24/132	h.	Matters for Information Only 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. 1. Councillors – Councillor Hogg reported inaccurate speed recordings from the road speed sign near Bedlingtonshire Golf Club and also that the road speed sign near High Ewart Farm required the removal of overhead tree branches to aid the solar panel charging – Town Clerk to arrange remedial works. Councillor Wallace asked if the amount of paper at meetings could be reduced – Town Clerk to add to a future meeting agenda. Councillor Taylor – future agenda item – funding for Autumn Event – Children’s Trip to Blackpool. 2. Town Clerk - Ongoing Service repairs and replacements – Damaged litter bin near Meadowdale Play Area replaced, Advance Notice of future agenda item(s) – Refurbishment of “Bedlington Terrier” seats, Staff Holidays (Office Closures) – The Assistant Clerk will be on leave 12 th September to 19 th September 2024. The Clerk will be on annual leave 11 th to 25 th October 2024. The office will be open as normal during these periods - Members noted the information items above.
24/133	i.	Date of Next Meeting. The next scheduled meeting of the Council will be on Thursday 10 th October 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 2 nd October 2024. Members noted the date of the next Town Council meeting.

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.

		Matters for Discussion / Decision / Information	
		There is no exempt business for this meeting.	

24/134		Close of Meeting. The Chair closed the meeting at 7.41 pm
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WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jayne Todd, Di Wallace, and Russ Wallace.

Signed by Chair

Date