

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.  
On Thursday 10<sup>th</sup> October 2024 at 6.30pm.**



**WEST BEDLINGTON  
TOWN COUNCIL**

**PRESENTATIONS.**

- None scheduled for the meeting.

**QUESTIONS TO THE COUNCIL**

- A member of the public raised the issue of the proposed new cycle way and whether the Council would be supporting residents' concerns. He raised points covering the loss of greenery, that the plan was oversized and potentially would be under- utilised. The Chair confirmed that this issue would be placed on the Agenda for November for members' consideration. However, those members present indicated that they were minded "to support" the concerns of residents. It was pointed out by another member of the public that the revised plan had reduced the number of trees to be removed, and that the width of the cycle path had also been reduced. The Clerk was asked to contact NCC to ask for an extension to the consultation deadline in order to allow this topic to be discussed further at the November meeting of Council.
- A member of the public raised the issue of the siting of the new speed sign as he believed that it was situated in the wrong place. The Chair confirmed that she had spoken to NCC Highways about the positioning but had been informed that this was the best site for the sign.
- A member of the public highlighted a typo in the Minutes of the September meeting re: item 24/121 with the road being B1331 and not B13361 as printed. The Clerk informed the meeting that he would amend the minutes before being signed later during the meeting.

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

Min Ref		<b>Attendance / Apologies and Declarations of Interests.</b>	<b>Determination</b>
24/135		<b>In Attendance</b>	Councillors, Hedley, Henderson, Taylor (Chair), and R Wallace. Town Clerk S Young, Deputy Town Clerk G Turner and Assistant Town Clerk M McTeer. Four (4) members of the public.
24/136	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.	i. Apologies for absence from Councillors Crosby, Hogg, Thompson, Todd and D Wallace and were <b>NOTED</b> . ii. There were no dispensations for absence for this meeting.
24/137	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.	Councillor Taylor informed the meeting that she would be changing her declaration of interest form to add that she has been appointed as Treasurer to the Friends of Westlea Cemetery.  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
24/138	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 12 <sup>th</sup> September 2024.	<b>RESOLVED</b> that the amended minutes of the West Bedlington Town Council Meeting held on 12 <sup>th</sup> September 2024 are <b>APPROVED</b> as a true record. <b>(Correcting the typo to Minute 24/121)</b>
24/139	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 12 <sup>th</sup> September 2024.

2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
24/140	a.	<b>Community Chest / Funding Requests.</b> The Council are requested to discuss and decide upon a Community Chest Application from Ashington & District Male Voice Choir (Application and Fund Summary distributed to members).	<b>RESOLVED:</b> Members unanimously <b>APPROVED</b> the application of £300.
24/141	b.	<b>Finance</b> <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). <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). <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).	<b>Members received and noted the External Auditors Report and Certificate.</b>  <b>Members received and noted the Finance Update.</b>  <b>Members APPROVED the schedule of meetings.</b>
24/142	c.	<b>Services</b> <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. <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	<b>RESOLVED</b> Members unanimously <b>APPROVED</b> the refurbishment of the seats.  <b>RESOLVED</b> Members unanimously <b>Agreed</b> to delegate the design and procurement of the Planters Project. It was also agreed to add the refurbishment of the

		<p>scheme or budget permissible without recourse to full Council and additional approval.</p> <p>2. If approved at 1 above - The Council are asked to discuss and decide upon the membership of the “project team”.</p>	<p>Bedlington Terrier seats under this heading.</p> <p>It was unanimously <b>agreed</b> that Cllrs Hedley, Taylor, D Wallace and R Wallace be representatives on the Project Team.</p>																								
24/143	d.	<p><b>Governance – Meeting Materials.</b></p> <p>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>	<p><b>RESOLVED</b> It was unanimously <b>AGREED</b> that only the Agenda would be printed for the meeting. However, upon request, members can obtain printed copies of specific supporting documents.</p>																								
24/144	e.	<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="301 770 1228 1850"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>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>26th September 2024.</td> <td>No Comment</td> </tr> <tr> <td>24/03122/PRUTPO</td> <td>Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Nethererton Road Through Village Nedderton Village Northumberland NE22 6AX</td> <td>8th October 2024.</td> <td>No Comment</td> </tr> <tr> <td>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 Location 15 South Farm Nedderton Village Bedlington Northumberland NE22 6BH</td> <td>11th October 2024.</td> <td>No Comment</td> </tr> <tr> <td>24/03221/PRUTPO</td> <td>Tree Preservation Order Application: T1-T2 Cherry crown reduce and reshape by 2m. Location Coachmans Cottage Stable Row</td> <td>16<sup>th</sup> October 2024</td> <td>No Comment</td> </tr> <tr> <td>24/02928/FUL</td> <td>Installation of rolling shutters to South East entrance Location 66A Front Street East Bedlington Northumberland NE22 5AB</td> <td>23rd October 2024.</td> <td>No Comment</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>	Ref.	Description	Response Due Date	Determination	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.	No Comment	24/03122/PRUTPO	Tree Preservation Order Application: T1 Lime remove to ground level. Location The Lodge 25 Nethererton Road Through Village Nedderton Village Northumberland NE22 6AX	8th October 2024.	No Comment	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 Location 15 South Farm Nedderton Village Bedlington Northumberland NE22 6BH	11th October 2024.	No Comment	24/03221/PRUTPO	Tree Preservation Order Application: T1-T2 Cherry crown reduce and reshape by 2m. Location Coachmans Cottage Stable Row	16 <sup>th</sup> October 2024	No Comment	24/02928/FUL	Installation of rolling shutters to South East entrance Location 66A Front Street East Bedlington Northumberland NE22 5AB	23rd October 2024.	No Comment	
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24/145	f.	<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>	<p>i. Members unanimously <b>Approved</b> the proposal</p> <p>ii. Members unanimously <b>Approved</b> the recommendation for the Blackpool trip.</p> <p>2. Councillor Taylor provided a verbal update in relation to the Blackpool Trip, the Christmas Lights Switch-On event and the Magic of Christmas event.</p>
24/146	g.	<p><b>Bank Reconciliation</b></p> <p>The Council are asked to APPROVE a checked bank reconciliation of £55,009.24 as of 30<sup>th</sup> September 2024 and a Deposit Account Balance of £420,754.56 as of 30<sup>th</sup> September 2024, together with a CCLA account balance of £25,000.</p>	<p>The Bank Reconciliations were <b>APPROVED</b> by members.</p>

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

		<b>Matters for Information or To Be Noted</b>											
24/147		<p><b>RESOLVED to NOTE</b> Section's a, b, and c. Note section f is not part of the agenda and is included for information only.</p>											
	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>	<p>i. The Chair informed the meeting that she and Cllr Hogg had attended the Joint Town and Parish Council Conference with NCC. Many stalls were set up as a "Market Place", presentations were given by Paul Jones, Glen Sanderson and Rob Murfin. Questions were raised re: potholes, cycle paths and lampposts.</p> <p>ii. Nothing for this meeting.</p>										
	b.	<p><b>Consultations.</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					
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	c.	<p><b>Invitations.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">From</th> <th style="width: 30%;">Event</th> <th style="width: 45%;">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-8zMKVxA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9-MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVxA/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-8zMKVxA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSdya7IfLDsA9-MC3wp-sjaTon0ghiD_JshhDW-T-8zMKVxA/viewform</a> to confirm attendance.
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24/148	d.	<p><b>Schedule of Payments and Receipts.</b> Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.</p> <table border="1" data-bbox="300 145 1551 1272"> <thead> <tr> <th>Payee</th> <th>Amount £. p</th> <th>Description</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Blyth Bespoke Fabrication</td> <td>294.00</td> <td>Relocation of Litter Bin</td> <td></td> </tr> <tr> <td>CCLA Deposit Fund</td> <td>5,000.00</td> <td>Creation of new account</td> <td></td> </tr> <tr> <td>Smart Office Systems Ltd</td> <td>19.20</td> <td>Printing Costs</td> <td></td> </tr> <tr> <td>HAGs-SMP Ltd</td> <td>119.30</td> <td>Parts for Play area repairs</td> <td></td> </tr> <tr> <td>Northumberland County Council</td> <td>-143,247.00</td> <td>Precept – Second Instalment</td> <td></td> </tr> <tr> <td>Treasurers Account</td> <td>100,000.00</td> <td>Txfr to Business Instant Access</td> <td></td> </tr> <tr> <td>CCLA Deposit Fund</td> <td>20,000.00</td> <td>Transfer to CCLA A/c</td> <td></td> </tr> <tr> <td>Sum Up Transfer</td> <td>-103.24</td> <td>Sale of Event Tickets</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>446.40</td> <td>Play Area Gates</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>809.64</td> <td>CCTV</td> <td></td> </tr> <tr> <td>Talk Talk Business</td> <td>59.42</td> <td>Telephone Charges</td> <td></td> </tr> <tr> <td>DL Maintenance &amp; Repair</td> <td>77.00</td> <td>Litter Bin Repairs</td> <td></td> </tr> <tr> <td>Charmain Hamilton</td> <td>2,000.00</td> <td>Events Fee</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>83.04</td> <td>CCTV Church Lane</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>83.04</td> <td>CCTV Cemetery Gates</td> <td></td> </tr> <tr> <td>Service and Disabled Lifts Ltd</td> <td>6,755.40</td> <td>Contribution to Lift Installation</td> <td></td> </tr> <tr> <td>Bedlington Community Centre</td> <td>96.00</td> <td>Room Hire re Consultation Event</td> <td></td> </tr> <tr> <td>Wireless Logic Limited</td> <td>539.14</td> <td>SIMS for CCTV</td> <td></td> </tr> <tr> <td>Radecal Signs &amp; Graphics</td> <td>216.00</td> <td>New Entrance Sign</td> <td></td> </tr> <tr> <td>Paypal Transfer</td> <td>-956.72</td> <td>Edinburgh Zoo and Lilidorei</td> <td></td> </tr> <tr> <td>Northumberland County Council</td> <td>9,305.96</td> <td>Payroll Services September</td> <td></td> </tr> <tr> <td>Widescope Web Design</td> <td>846.00</td> <td>New Lap Top and Software</td> <td></td> </tr> <tr> <td>Michael Burkinshaw</td> <td>1,182.00</td> <td>Provision of Christmas Tree</td> <td></td> </tr> <tr> <td>Blackpool Tower Eye</td> <td>35.00</td> <td>Excursion Ticket Test Transaction</td> <td></td> </tr> <tr> <td>Business Instant Access AC</td> <td>-100,000.00</td> <td>From Treasurers A/C</td> <td></td> </tr> <tr> <td>Lloyds Bank</td> <td>-283.14</td> <td>Interest Received</td> <td></td> </tr> </tbody> </table> <p><b>Members received and approved the Schedule of Payments and Receipts listing</b></p>	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	
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		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
<b>Members noted the above planning decisions.</b>				
24/151	g.	<b>Police Report.</b> The next scheduled regular report is for the December 2024 meeting.		
24/152	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>Councillors – Cllr Henderson reported that the traffic lights by the Co-op are going off when no-one is waiting to cross – Cllr Taylor agreed to raise this with NCC Highways.</li> <li>Town Clerk  The Council recently appointed Michelle McTeer in the position of Assistant Town Clerk (Communication Engagement and Projects). Michelle’s appointment starts on 1st October 2024 and initially Michelle will be working on the reintroduction of the Town Council’s newsletter. Michelle will work Monday, Thursday and Friday to cover the office opening hours. Members welcomed Michelle to the Council.  Gillian Turner (who has been acting Assistant Town Clerk) will cease her employment with the Town Council on 31<sup>st</sup> December 2024 – Gillian’s 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 Council’s 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> <b>Members noted the information items above.</b>		
24/153	i.	<b>Date of Next Meeting.</b> The next scheduled meeting of the Council will be on Thursday 14 <sup>th</sup> November 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 6 <sup>th</sup> November 2024. <b>Members noted the date of the next Town Council meeting.</b>		

**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>	
	There is no exempt business for this meeting.	

24/154	<b>Close of Meeting.</b> The Chair closed the meeting at 7.07 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**