

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 8th December 2016 at 6.30pm

The agenda for the meeting is set out below.
Steven Young - Town Clerk
30th November 2016



PRESENTATIONS

An invitation to present in support of their funding request (Agenda Item 13) has been sent to Bedlingtonshire Community High School, Lynemouth Day Centre Ltd and Bliss Mediation Services One Stop Place.

QUESTIONS TO THE COUNCIL

- The Chair will invite members of the public present to put questions and bring matters to the attention of the Council.
- This question time will last for a period of up to 15 minutes overall (which may be extended if the Chairman deems it necessary)
- In order to give every member of the public a fair chance of asking a question, the number of questions asked by any individual person may be limited at the Chair's discretion. The above covers both verbal and written submissions.
- Any member of the public who speaks should first state their name and address.

Please note that Members of the Public are not permitted to speak after question time is completed.

1) APOLOGIES FOR ABSENCE

To receive apologies for absence from Councillors.

2) MINUTES OF THE LAST MEETINGS

To sign as a correct record the minutes of the West Bedlington Town Council meeting held on 10th November 2016.

3) MATTERS ARISING

To discuss any matters arising from the minutes that are not included as agenda items.

4) DISCLOSURE OF INTERESTS

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.

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 must contact the Town Clerk.

5) CHAIRS UPDATE

The Chair will make any relevant announcements and provide updates to the members.

6) COMMITTEE / WORKING GROUPS –

a. Finance and Governance Working Group

1. Update from the group Chair – Councillor Robinson

b. Events and Communications Working Group

1. Update from the group Chair – Councillor Graham

c. Services Committee

1. Update from the Committee Chair – Councillor Taylor (Draft minutes of meeting 24th November 2016 circulated to members).

7) MATTERS FOR DISCUSSION / DECISION

- a. The Council are requested to review and approve the following **INTERNAL CONTROL** documents:
 - i. Risk Assessment and Management 2016/17
 - ii. Statement of Internal Controls 2016/17
 - iii. Internal Audit terms of reference 2016/17
- b. The Council are requested to discuss and decide if it wishes to support a proposal for a NE22 Magazine from Enrich Media.
- c. The Council are requested to discuss and decide upon a proposal to support another jobs fair following the success of the last one. (Councillor Robinson).
- d. The Council are requested to consider and decide if it wishes to renew its advert in the St Cuthbert's Parish News at a cost of £25 for the half page advert for the following year.

8) CORRESPONDENCE.

The Council are requested to accept all correspondence, consultations and invitations and the actions noted shown in **Appendix A**.

9) COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES

- a) Feedback from Councillor Representatives on External Committees - Standing item if anything needs to be reported. Written reports please.
 - i. Town / Parish Liaison Committee - Councillor Robinson.
 - ii. NALC – Councillor Dalton. – Report Distributed to Members.
 - iii. LMAPS – Councillor Hedley.
 - iv. Northumberland in Bloom – Councillor Hedley.
 - v. Gallagher Park Steering group – Councillor Dalton.
 - vi. Dr Pitt Stakeholders meeting – Councillor Dalton.
 - vii. Bedlington partnership – Councillor Robinson.

10) CLERK'S REPORT

The Council are requested to approve the Clerks Report **Appendix B**.

11) SCHEDULE OF PAYMENTS AND RECEIPTS

The Council are requested to approve the schedule of payments and (receipts) shown in **Appendix C**.

12) PLANNING

The Council are asked to discuss and decide if it wishes to make any comments in relation to the Planning applications received for comment shown in **Appendix D**.

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

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

The Council are requested to consider and decide upon the following Applications / Requests.

- Community Chest Application from Bedlingtonshire Community High School.
- Community Chest Application from Bliss Mediation Services One Stop Place.
- Funding Request from Lynemouth Day Centre Ltd.

14) RESIDENTS NEWSLETTER

This is a standing item to report any updates in relation to the publication and distribution of the next scheduled resident's newsletter.

15) ANY OTHER BUSINESS

Advance notice of items to be brought forward to the next meeting of the Council on 12th January 2017.

Town Clerk - Formal Budget Setting and Precept requirement.

16) DATE OF NEXT MEETING

The next meeting of the Council will be on Thursday 12th January 2017 at 6.30pm at Bedlington Community Centre.

17) EXEMPT BUSINESS

To exclude the Press and Public under section 1 (2) of Public Bodies (Admission to Meetings) Act 1960 for the following items on the Agenda, on the grounds that it may involve the disclosure of confidential information.

- To discuss and decide upon the recommendation of Finance and Governance Working Group in relation to The Clerks annual assessment and pay review.
- To discuss and decide upon any new projects / expenditure for inclusion in 2017/18 budget.

18) CLOSE OF MEETING

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Keith Dalton, Joe Dobie, David Graham, Paul Hedley, Adam Hogg, Malcolm Robinson, Christine Taylor, Jim Tyler, Simon Tyler

Appendix A, B, C and D Form Part of this Agenda

Appendix A – Correspondence, Consultations and Invitations. (Agenda Item 8).

a. Correspondence

| Ref | From | Summary | Action |
|--------|--------------------------------|--|--------------------------------|
| 212/16 | Northumberland CVA | Seahouses Funding Fair | Noted and Circulated |
| 213/16 | NALC | Enews 3 November 2016 | Noted and Circulated |
| 214/16 | Northumberland County Council | Schedule of Removed BT Phone Boxes | Noted and Circulated |
| 215/15 | Adam Hogg | Copy Letter from NCC Planners re Miller Homes Development. | Noted and Circulated |
| 216/16 | NALC | Enews 8 November 2016 | Noted and Circulated |
| 217/16 | NALC | Code of Conduct Northumberland Model | Noted and Circulated |
| 218/16 | NALC | IAR Analysis – Draft One | Noted and Circulated |
| 219/16 | Northumberland County Council | 16 Nov 2016 Area Committee South | Noted and Circulated |
| 220/16 | Northumberland CVA | ebulletin | Noted and Circulated |
| 221/16 | W L Straughan | Newsletter | Noted and Circulated |
| 222/16 | Highways England | A1 in Northumberland Road Improvements | Noted and Circulated |
| 223/16 | NALC | Issues Arising Reports 15 Nov 2016 | Noted and Circulated |
| 224/16 | NALC | Material and Non Material Planning Considerations | Noted and Circulated |
| 225/16 | NALC | Possible Changes to the Model Code of Conduct | Noted and Circulated |
| 226/16 | NALC | Enews 15 Nov 2016 | Noted and Circulated |
| 227/16 | Northumberland CVA | New Volunteer Opportunity Database | Noted and Circulated |
| 228/16 | Northumberland CAN | First Aid Course | Noted and Circulated |
| 229/16 | Civic Voice | Press Release | Noted and Circulated |
| 230/16 | Northumberland Wildlife Trust | Santa Grotto Event | Noted and Circulated |
| 231/16 | Northumbria Healthcare | Temporary Changes to Urgent Care Centres | Noted and Circulated |
| 232/16 | NALC | 2018 Parliamentary Boundary Review | Noted and Circulated |
| 233/16 | NALC | CCTV | Noted and Circulated |
| 234/16 | NALC | Enews 22 Nov 2016 | Noted and Circulated |
| 235/16 | Bedlington Community Allotment | Winter Opening Times | Noted and Circulated |
| 236/16 | Dr N Clague | Request for Traffic Controls | Noted, Circulated and Replied. |
| 237/16 | Steven Mason NCC | Bedlington Steering Group | Noted and Circulated |
| 238/16 | NALC | Enews 29 Nov 2016 | Noted and Circulated |
| 239/16 | NALC | External Auditors | Noted and Circulated |
| 240/16 | Northumberland County Council | Funding eBulletin Nov/Dec 2016 | Noted and Circulated |

b. Consultations

| Owner | Description | Where and When |
|-------------------------------|--|--|
| Northumberland County Council | Major Modification to Core Strategy Pre Submission Draft | Between 11 Nov 2016 and 23 Dec 2016 On Line |
| NALC | Dependant Carers Survey | On Line by 18 Jan 2016 |

c. Invitations

| Date | From | Description | Comments |
|-------------|---------------------------------|--------------------------------|----------------------|
| TBA | West End School | Invite to Mayor & Deputy Mayor | Mayor / Deputy Mayor |
| 17 Nov 2016 | Nathaniel Litchfield & Partners | Public Consultation | Open to all |
| 25 Nov 2016 | St Bedes RCVA Primary School | Road Safety | Open to all |

Appendix B - Clerks Report (Agenda Item 10) (Circulated to Councillors).

No report at this time – an update may be given at the meeting.

**Appendix C – Schedule of Payments and Receipts (Agenda Item 11) Payment 1st November 2016 to 30th November 2016.
All payment GROSS of VAT.**

| Payee | Amount | BCC | Bloom | Description |
|--|---------------|------------|--------------|-------------------------------|
| Talk Talk Business | 34.75 | | | Telephone + internet |
| MW Design | 1,895.00 | | | Graphic Design + Printing |
| Widescope Web Design | 168.00 | | | Hard Drive Repair |
| Sleekburn Welding Ltd - Lloyds Com Finance | 222.00 | | | Bus Shelter Repairs |
| Sleekburn Welding Ltd - Lloyds Com Finance | 202.80 | | | Bus Shelter Repairs |
| Getmapping PLC | 184.80 | | | Annual Subscription |
| The Poppy Appeal | 25.00 | | | Wreath |
| ThruYorDoor | 202.50 | | | Newsletter Distribution |
| Station Entertainments Ltd | 40.00 | | | PA System |
| W L Straughan & Son Ltd | 552.00 | | | Removal / Installation Seats |
| West End First School | 1,500.00 | | | Pupils Fund Award |
| Bedlington Town FC | 500.00 | | | Community Chest Award |
| Leading link | 500.00 | | | Community Chest Award |
| Northumberland County Council | 2,706.75 | | | Payroll Costs |
| Sleekburn Welding Ltd - Lloyds Com Finance | 180.00 | | | Litter Bin Repairs |
| Sleekburn Welding Ltd - Lloyds Com Finance | 60.00 | | | Litter Bin Repairs |
| Broxap Limited | 6,768.00 | | | New Litter Bins |
| Amberol Limited | | | 854.40 | Self-Watering Floral Fountain |
| Entertainment Unlimited | 6,000.00 | | | Christmas Event |
| Philips Design Ltd | 180.00 | | | PVC Banners |
| Northumberland County Council | (6,000.00) | | | Play Area Contribution |
| Zen Internet Ltd | 8.39 | | | Domain Name Annual Fee |

Appendix D – Planning applications received for comment (Agenda Item 12)

| Ref. | Description | Response Due |
|-----------------|--|---------------------|
| 16/03048/VARYCO | Removal of Condition 4 (renewable energy provision) pursuant to planning application 09/E/00548/FUL - to allow the removal of renewable energy Location Bedlington Lane Farm Hartford Road Bedlington NE22 6AA | 8th December 2016 |
| 16/03601/FUL | Change of use for agricultural land to Class D1 (Non-residential Institutions) and erection of training room facilities. Location Burnt House Farm Nethererton Road Bedlington Northumberland NE22 6AZ | 13th December 2016 |
| 16/03601/FUL | Change of use for agricultural land to Class D1 (Non-residential Institutions) and erection of training room facilities. Location Burnt House Farm Nethererton Road Bedlington Northumberland NE22 6AZ | 13th December 2016 |
| 16/04121/FUL | Proposed erection of a one storey tiled roof extension Location 27 Thorntree Drive Beaufront Park Bedlington Northumberland NE22 7LR | 15th December 2016 |
| 16/04130/ADE | Advertisement Consent: Installation of 2 fascia signs (one to be illuminated) and installation of 1 hoarding sign. Location Boots Chemist 28 Front Street West Bedlington NE22 5UB | 15th December 2016 |
| 16/04174/FUL | Proposed demolition of conservatory on rear elevation replacing with sunroom extension; conversion of existing integral garage into study with new detached double garage in front garden Location 6 Richmond Close Hazelmere Bedlington Northumberland NE22 6NG | 20th December 2016 |

Appendix E - Planning decisions notified to WBTC by NCC - Information Only

| Ref. | Description | Decision |
|--------------|--|-----------------|
| 16/03527/FUL | Proposed single storey front porch and side utility extension with proposed rear two storey extension along with adjacent biomass fuel store. Location High Ewart Hill Farm Hartford Road Bedlington NE22 6AB | GRANTED |
| 16/03721/FUL | Proposed side and rear two storey extension to provide additional bedroom space with en-suite and ground floor utility room Location Rowan Brae 4 Nethererton Road Nedderton Village Northumberland NE22 6AS | GRANTED |
| 16/03839/FUL | New ramp from existing fire exit to car park Location Meadow Park Choppington Road Bedlington NE22 6LA | GRANTED |
| 16/03655/ADE | 1 X Illuminated fascia logo only, 1 X Internally illuminated logo, 6 X nonilluminated wall mounted aluminium panels, 1 X Internally illuminated totem Location The Co-operative The Ridge Farm Nethererton Lane Bedlington Northumberland NE22 6DZ | GRANTED |