



**WEST BEDLINGTON  
TOWN COUNCIL**

**Minutes of the Meeting held on Thursday 12th September 2019 at 6.30 pm at Bedlington Community Centre, Bedlington.**

**COUNCILLORS PRESENT:** D Crosby, D Graham (Chair), P Hedley, C Henderson, A Hogg, V Thompson, M Trimming.

**COUNCILLORS NOT PRESENT:** C Taylor, J Tyler.

**ALSO IN ATTENDANCE:** Town Clerk S Young, Northumberland County Councillors Crosby, Robinson and Wallace and 5 (Five) members of the public.

**PRESENTATIONS**

There were no presentations for this meeting.

**OPEN SESSION**

- A resident provided information and distributed leaflets in relation to “Journeymen – Lives Unseen and Unheard” a local arts event.

**C177/19 - 1. APOLOGIES FOR ABSENCE**

There were apologies for absence for this meeting from Councillors Taylor and Tyler.  
The apologies for absence were **NOTED**.

**C178/19 - 2. MINUTES OF THE LAST MEETINGS**

**RESOLVED** that the minutes of the West Bedlington Town Council meeting of 8<sup>th</sup> August 2019 are approved as a true record of the meeting.

**C179/19 - 3. MATTERS ARISING**

There were no matters arising from the minutes of the meeting held on 8<sup>th</sup> August 2019.

**C180/19 – 4. DISCLOSURE OF INTERESTS**

There were no disclosures of interest for this meeting.

**C181/19 - 5. CHAIRS UPDATE**

Councillor Graham (Meeting Chair) read a written update from the absent Council Chair Councillor Taylor on the matters summarised in Appendix F.

**C182/19 – 6. COUNTY COUNCILLOR UPDATES**

County Councillors Robinson and Wallace provided brief verbal updates on some of the matters they had been dealing with over the last month.  
County Councillor Cosby also in attendance had no update for this meeting.

Chairman's initials

### **C183/19 - 7. COMMITTEE / WORKING GROUPS**

- a. Finance, Governance and Communication - Councillor Taylor – The Clerk distributed a copy of the action points from the working groups meeting held on 18<sup>th</sup> August 2019.
- b. Events Working Group – Councillor Graham provided a brief verbal update in relation to preparations for the planned “Spooktacular” event on Saturday 2<sup>nd</sup> November 2019.
- c. Services Committee - Councillor Hogg for the benefit of residents present, highlighted some of the matters included within the Draft minutes from the Services Committee meeting held on 22<sup>nd</sup> August 2019 which had been distributed to members.
- d. Neighbourhood Planning Group - Councillor Hogg provided a brief update of the matters the group were considering and advised he had prepared a written update for distribution within the next residents newsletter.

**RESOLVED To ACCEPT** all committee / working group reports

### **C184/19 - 8. MATTERS FOR DISCUSSION / DECISION**

- a. **Donation in Support of Road Speed Reduction Signs.** The Council **RESOLVED** to accept a donation of £767 from Mrs Isabel Easson as a financial contribution towards the cost of procuring new Road Speed Reduction signs. The Council also **RESOLVED** to send a letter of thanks for this kind and generous donation.
- b. **Local Transport Plan – Bedlington.** **RESOLVED** that the Council’s top three (3) highways and transport priorities for inclusion into Northumberland County Councils Local transport Plan for 2020/21 are:
  1. Speed Calming Measures at Demesne Drive, Hotspur Avenue, Acorn Avenue Bedlington the current speed restriction signs are ineffective.
  2. Improvements to the approach and exits from Bedlington Bank bridge to improve safety.
  3. Improvements to road crossings and road layout at Schulsmuhle Road, Glebe Road and Morrisons / Lidl Mini Roundabouts.
- c. **Events – 2020 Summer Event.** **RESOLVED to APPROVE** a financial budget limit of £25k in relation to next year’s Summer Event to facilitate the payment of deposits etc. within the current financial year.
- d. **Events Working Group – Terms of Reference.** **RESOLVED to APPROVE** (subject to 2 minor alterations distributed to members) a revision to the terms of reference of The Council’s Events Working Group.
- e. **Members Gifts and Hospitality Policy.** **RESOLVED to APPROVE and ADOPT** the draft Gifts and Hospitality Policy provided by NALC.
- f. **Councillor Representation – 6<sup>th</sup> Annual Town & Parish Conference.** **RESOLVED** Councillors Graham and Trimming will be The Council’s 2 (two) nominated delegates to attend the 6<sup>th</sup> Annual Town & Parish Council Conference. Also **RESOLVED** Councillor Crosby will be first reserve in the event of either nominated delegate becoming unavailable.

### **C185/19 – 9. CORRESPONDENCE**

**RESOLVED** that all Correspondence, Consultations and Invitations (Appendix A) has been properly received and actioned.

### **C186/19 - 10. COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES**

- a. **Feedback**
  - I. Town / Parish Liaison Committee – (Councillor Taylor) – no meeting to report upon.
  - II. NALC – (Councillor Hogg) – no meeting to report upon.
  - III. Gallagher Park Steering Group – (Councillor Graham) – no meeting to report upon.

**There were no reports to approve for this meeting.**

- b. **RESOLVED** to withdraw item iii Gallagher Park Steering Group from future agendas until such a time as a meeting of the group is convened.

### **C187/19 - 11. CLERK’S REPORT**

**RESOLVED to APPROVE** the Clerk’s Report for this meeting (Appendix B).

Chairman’s initials

#### **C188/19 - 12. SCHEDULE OF PAYMENTS AND RECEIPTS**

**RESOLVED to APPROVE** the schedule of payments and receipts (Appendix C).

#### **C189/19 - 13. PLANNING**

a. **RESOLVED** to comment on the planning applications considered at this meeting as per Appendix D. Note: recent notified planning decisions are shown in Appendix E for information only).

#### **C190/19 - 14. COMMUNITY CHEST / PUPILS FUND APPLICATIONS**

There were no funding applications for this meeting.

#### **C191/19 - 15. RESIDENTS NEWSLETTER**

- a. **RESOLVED** to Issue 2 (two) editions of Residents Newsletter each year. (April and October).
- b. **RESOLVED** that the next edition will be distributed by mid-October.
- c. **RESOLVED** that the deadline for any articles to be included within the next edition is Wednesday 18<sup>th</sup> September 2019.
- d. There were no other updates in relation to the publication and distribution of the Council's resident's newsletter.

#### **C192/19 – 16. ANNUAL MEETING OF THE TOWN 2020**

No further update in relation to 2020 Annual Meeting of the Town.

#### **C193/19 – 17. ACCOUNTS / BUDGET AND PRECEPT REQUIREMENT / FINANCIAL UPDATE**

- a. **2018/19 Annual Governance & Accountability Return (AGAR). RESOLVED to APPROVE and ACCEPT** the external auditors' certification of the Annual Return of Accounts for the financial year ending 31st March 2019. (There were no matters which came to the attention of the Auditor that required the issuing of a separate additional issues report). The notice of conclusion was published on 19<sup>th</sup> August 2019.
- b. **Internal Controls.**
  - i. **DEFERED** for revision Financial Risk Assessment and Management 2019/20.
  - ii. **RESOLVED to APPROVE** the Statement of Internal Controls 2019/20.
  - iii. **RESOLVED to APPROVE** the Internal Audit terms of reference 2019/20.
- c. **Reserves.** The Council are asked to discuss and decide upon recommendations from The Councils Finance, Governance and Communications Working Group to:
  - i. **RESOLVED to APPROVE** the specified "earmarked" reserves (draft document circulated to members)
  - ii. **RESOLVED to APPROVE** the level of "general" reserve held by The Council.
  - iii. **RESOLVED After Review – NOT** to make any changes to the current Financial Reserves Policy.

#### **C194/19 – 18. POLICE REPORT**

The Police Report provided was **NOTED**.

#### **C195/19 - 19. EXEMPT BUSINESS**

There was no exempt business for this meeting.

#### **C196/19 – 20. ANY OTHER BUSINESS**

- The Clerk – Advance notice of Half Year Financial update for next meeting.
- Councillor Hedley – Community Defibrillator at Coop, North Ridge, Bedlington.

#### **C197/19 - 21. DATE OF NEXT MEETING**

**RESOLVED** the next meeting of the Council will be held on **Thursday 10th October 2019** at 6.30pm at Bedlington Community Centre, Front Street West, Bedlington.

#### **C198/19 - 22. CLOSE OF MEETING**

The meeting closed at 8.03pm

Chairman's initials

Appendix A, B, C, D and F form part of these minutes.

**Appendix A – Correspondence, Consultations and Invitations. (Agenda Item 9).**

**a) Correspondence:**

<i>Ref</i>	<i>From</i>	<i>Summary</i>	<i>Action</i>
182/19	Northumberland County Council	Annual Town & Parish Council Conference date	Noted and Circulated
183/19	NALC	Update for Member Councils 1 August 2019	Noted and Circulated
184/19	SENUG	Public Meeting and AGM	Noted and Circulated
185/19	Northumberland County Council	TTRO 113943542 North Ridge Bedlington	Noted and Circulated
186/19	Northumberland County Council	Cramlington/Bedlington/Seaton Valley Local Area Council, 21 August Cancellation.	Noted and Circulated
187/19	Northumberland County Council	6th Annual Town & Parish Council Conference Booking Form	Noted, Circulated and added to Agenda
188/19	Environment Agency	Information for Changes to Environment Agency Water Resource Licensing	Noted and Circulated
189/19	Bedlington In Bloom	Volunteers Update	Noted and Circulated
190/19	Bedlington Resident	Withdrawal of Community Chest Application	Noted and Circulated
191/19	SENUG	NCC Ashington Blyth & Tyne Re-opening Public Consultation	Noted and Circulated
192/19	NALC	NALC Enews 28 August 2019 (Planning)	Noted and Circulated
193/19	NALC	NALC Enews 28 August 2019 (General Issues)	Noted and Circulated
194/19	NALC	Member Update 29 August 2019	Noted and Circulated
195/19	Northumberland County Council	AMENDMENT TTRO 113943542 North Ridge	Noted and Circulated
196/19	Healthwatch Northumberland	Healthwatch Northumberland Conference 2019	Noted and Circulated
197/19	Northumberland County Council	Tour of Britain Update	Noted and Circulated
198/19	Brain Tumour Research	Walk of Hope Event 28 <sup>th</sup> September 2019	Noted and Circulated
199/19	East Bedlington Parish Council	Gallagher Park Live 2019 Finance Report	Noted and Circulated

**b) Consultations:**

<b>Owner</b>	<b>Description</b>	<b>Where and When</b>
Northumberland County Council	Northumberland Local Plan - Notification of examination hearings	<p><b>Dates:</b></p> <ul style="list-style-type: none"> <li>• Week 1 - Tuesday 8 October 2019 to Thursday 10 October 2019</li> <li>• Week 2 - Tuesday 22 October 2019 to Thursday 24 October 2019</li> <li>• Week 3 - Tuesday 29 October 2019 to Thursday 31 October 2019</li> </ul> <p>Over-run sessions will be held on the morning of Friday 11 October 2019 and Friday 25 October 2019 if necessary.</p> <p><b>Time:</b></p> <ul style="list-style-type: none"> <li>• Morning sessions to generally run between 10am and 1pm</li> <li>• Afternoon sessions to generally run between 2pm and 5pm</li> </ul> <p><b>Venue:</b></p> <p>Morpeth Town Hall, Market Place, Morpeth, Northumberland, NE61 1LZ</p>

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**c) Invitations:**

<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Comments</b>
27 Sept 2019	Northumberland County Council	Charity Race Night, , Ponteland Social Club Doddie Foundation for Motor Neuron.	Open To All – Tickets £10 per head.

**Appendix B – Clerks Report (Agenda Item 11).**

**Finance**

No further update for this meeting I will provide a finance report for the next Council meeting.

**Services**

a. Play Areas - :

Planning Application is out for consultation re the proposed new play area at 20 Acre Playing Field.

All the remedial work identified from the annual ROSPA report have been completed.

b. Litter Bins –

Outside Westlea Play Area – replacement cover has been delivered and will be fitted asap.

Outside Best Bite Front Street East – displaced bin has been removed for safety reasons – waiting on update from contractor as to when it will be returned and installed.

c. Bus Shelters – all displaced panels have been replaced.

d. Public Seats –new seats for path to Westlea Play Area have arrived and are scheduled to be fitted next week.

e. War Memorial – Additional inscription will be in place ahead of Remembrance Sunday. .

f. Road Speed Reduction Signs

2 signs for Nedderton Village have been installed waiting on confirmation that the 2 signs near Hartford Home Farm have also been fitted.

A revised repair and maintenance contract has been requested.

**Events.**

Planning is already underway to finalise Halloween and Christmas Lights Switch on Events arrangements. It is likely that a road closure application (and payment) will have to be made.

I will send notices / invitations to participants of the Remembrance Sunday Parade / Service and make a road closure application in the week commencing 23<sup>rd</sup> September 2019.

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## **Projects**

Sun Dial – The project is entering the final straight (fingers crossed) the structure the Sun Dial sits on is currently been built – we need to think of a suitable unveiling / reception event – I will add to the next Services Committee agenda.

CCTV –Reay Securities Ltd have advised that installation is complete – we need to display some public notice signs re crime prevention and public safety in the areas the cameras cover – any volunteers?

## **Admin**

October Council Meeting – As a consequence of staff holiday (as detailed below) the agenda for Octobers Council meeting will be issued one day earlier than normal / scheduled – on Tuesday 1<sup>st</sup> October 2019.

Neighbourhood Planning – On behalf of The Council I have made a Neighbourhood Plan funding application to cover the next phase(s) of the Neighbourhood Plan preparation.

I have also submitted a funding application for a financial contribution towards the cost of the CCTV installations.

Residents Newsletter – The deadline for inclusion is next Wednesday 18<sup>th</sup> September 2019 – no extensions!.

Notice of Revised Working Days (Council Office Opening) – Staff Holidays between next Council meetings.

I will work Thursday 19<sup>th</sup> September 2019 instead of Friday 20<sup>th</sup> September 2019 – The office will be closed Friday 20<sup>th</sup> September 2019.

I will be on leave for 2 days - Monday 30<sup>th</sup> September 2019 and Wednesday 2nd October 2019. The office will be closed Monday 30<sup>th</sup> September 2019 to Thursday 3<sup>rd</sup> October 2019 and reopen on Friday 4<sup>th</sup> October 2019. As a consequence as detailed above the agenda for Octobers Council meeting will be issued one day earlier than normal / scheduled on Tuesday 1<sup>st</sup> October 2019.

I will work Thursday 10<sup>th</sup> October 2019 instead of Friday 11th October 2019 – The office will be closed Friday 11<sup>th</sup> October 2019.

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**Appendix C – Schedule of Payments and Receipts (Agenda Item 12) Payment 1st August 2019 to 31st August 2019.**

All payment GROSS of VAT.

Payee	Amount	BCC	Bloom	Dr Pit	Description
Zen Internet Ltd	5.39				Internet Hosting
Front Street News And Post Office	73.80				Library Newspapers
Smart Office Systems Ltd	48.17				Printer Costs
Talk Talk Business	38.40				Telephone + Internet Costs
Talk Talk Business	38.40				Telephone + Internet Costs
Aura Events N.E. Ltd	1,000.00				Event Marquee Deposit
DL Maintenance & Repair	228.50				Bus Shelter Repairs
Salvation Army	484.89				Youth Leisure Provision Event
PKF Littlejohn LLP	720.00				External Audit Fee
Jo-Anne Garrick Ltd	413.49				Planning Consultation
Northumberland County Council	6,545.96				Payroll Costs July + August
Morpeth Cage Bird Society	500.00				Community Chest Funding Payment
Society Of Local Council Clerks	220.00				Annual Membership
Broxap Limited	825.60				New Public Seats
Wireless Logic Limited	1,794.00				CCTV Equipment
Came & Company	592.42				Insurance
Front Street News And Post Office	37.40				Library Newspapers
Bedlington Community Centre	135.00				Room Hire – Youth Leisure Provision
Vale Products Ltd	36.00				CCTV Public Notices
Viking Payments	108.82				Postage Stamps + Stationary

**Appendix D – Planning Applications Received for Comment. (Agenda Item 13).**

Applications Received for comment by the Council from the Planning Authority.

Ref.	Description	Response Due	Decision
19/02744/VARYCO	Variation of condition 2 (approved plans) pursuant to planning permission 17/02932/FUL in order to permit the "minor" changes to the building façade as a result of design development to the internal floor plans. Location Land Between 86 - 90 Front Street East Bedlington Northumberland NE22 5AB	13th September 2019.	No Comment
19/00796/FUL	Resubmission: (Retrospective) Erection of stables, two portcabins for storage and a paddock. Location Land To South Of Hartford Drive Hartford Drive Hartford Bridge Northumberland NE22 6AJ	13th September 2019.	No Comment
19/02116/OUT	Removal of existing works storage building. Construction of 1no. detached bungalow and 2no. semi-detached bungalows with off- street parking Location Northumberland County Council Store To Rear Of High	13th September 2019.	OBJECTION Insufficient detail included within planning application Unsafe access to the proposed development The density of the proposed

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	Ridge Bedlington Northumberland NE22 6EF		envelopment is excessive The location is unsuitable for development of this kind
19/03612/BT	Proposal to remove phone box 01670822003 Location North Ridge Bedlington NE22 6DF	14th September 2019	No Comment
19/03499/FUL	Creation of play area. Location Millfield North Bedlington Northumberland NE22 5EG	23rd September 2019.	No Comment
19/03623/FUL	Demolish existing conservatory and proposed loft conversion and single storey rear extension Location 80 Westlea Bedlington NE22 6DY	24th September 2019	No Comment

Other Applications.

Ref.	Description	Response Due
19/02795/CLPROP	Certificate of proposed lawful development 11 Ripley Close Hazelmere Bedlington NE22 6NR	NA

Any applications / Consultations received after the issue date of this agenda, where the expiry date for observations would not allow the Council to wait to consider and submit any observations at its next scheduled meeting. **None for this meeting.**

#### Appendix E – Chairs Update (Agenda Item 5).

Councillor Graham (Meeting Chair) read an update from the absent Council Chair Councillor Taylor in relation to:

- The installation of the speed slow signs at both Hartford Home Farm and Nedderton Village and thanked County Councillors Robinson and Wallace for their work and contributions.
- 20 Acre play Area is planning application is out for comment.
- We've been advised that a chicane will be installed adjacent to the park to slow the traffic down. There will also be additional speed slow signs on Church Lane and pillows either side of the road to slow larger vehicles down should the planning application be successful.
- We are still chasing the double yellow lines for the Market Square, and the lamp post painting. Work was supposed to start in August!!
- I asked East Bedlington Parish Council for a breakdown of the costs for the Gallagher Park event, after we made a financial contribution to the event. I have received a very high level breakdown of the costs, I was disappointed in the lack of detail in the response and to be advised that they did not know how costs were broken down after this.

#### Appendix F - Planning decisions notified to WBTC by NCC - Information Only

Ref.	Description	Decision
19/01882/FUL	Change of use from business (A1) to residential use (C3). Location 1A Browns Buildings Bedlington NE22 6EG	GRANTED
19/01729/ADE	Advertisement Consent: Installation of 2no. triangular boards and 8no. flag poles Location Land South Of Glebe Farm Choppington Road Choppington Northumberland	GRANTED

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