

**Minutes of the Meeting held on Thursday 12th May 2016 at 6.30 pm at Bedlington Community Centre, Bedlington.**



**WEST BEDLINGTON  
TOWN COUNCIL**

**PRESENT:**

Councillors: M Robinson (Chair)    K Dalton    J Dobie  
D Graham    P Hedley    A Hogg    C Taylor    J Tyler

**IN ATTENDANCE:**

Town Clerk S Young  
6 Members of the public.

**PRESENTATIONS**

There were no presentations for this meeting.

**C049/16 – 1. ELECTION OF MAYOR FOR THE YEAR 2016/17**

**Resolved: Having been proposed and seconded Councillor Malcolm Robinson was elected Mayor of West Bedlington Town Council for the year 2016/17.**

**C050/16 – 2. TO RECEIVE THE MAYORS DECLARATION OF ACCEPTANCE**

**Councillor Robinson signed the Mayors Declaration of Acceptance of Office.**

**C051/16 – 3. ELECTION OF DEPUTY MAYOR THE YEAR 2016/17**

**Resolved: Having been proposed and seconded Councillor Christine Ann Taylor was elected Deputy Mayor of West Bedlington Town Council for the year 2016/17.**

**Councillor Taylor signed the Deputy Mayors Declaration of Acceptance of Office.**

**QUESTIONS TO THE COUNCIL**

- A resident asked if any progress had been made in relation to his enquiry from last month's Council meeting about new lampposts been positioned in incorrect locations as part of the County Councils Street Lighting Renewal Project.  
The Chair confirmed that the matter had been brought up with Northumberland County Council on more than one occasion. Councillor Taylor advised that she was also aware of the issue and had already taken some photographs of wrongly sited lampposts and was in the process of taking more to compile a record that she intended to send to the County Council.
- A resident expressed his disappointment and objection to a proposed planning application at Humford Mill, Church Lane Bedlington (16/00565/FUL and 16/00566/FUL).  
The Chair advised that the Council had already submitted comments in relation to the applications following the Council Meeting of 14<sup>th</sup> April 2016. However he confirmed that following the extension of the consultation period the Council would consider the application again at the Councils Services Committee Meeting scheduled for 26<sup>th</sup> May 2016.
- A resident kindly provided an update of her plans for a Community Lead and supported event in Bedlington the Bedlington Picnic to be held on 9<sup>th</sup> July 2016.  
The Chair confirmed that he had as agreed already ask for the County Council to provide the market stalls for the event and he will provide a contact to help with a dog show.

**C0052/16 - 4. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S Tyler.

**Resolved that all apologies for absence are accepted.**

**C053/16 - 5. MINUTES OF THE LAST MEETINGS**

**Resolved that the minutes of the West Bedlington Town Council meeting of 14<sup>th</sup> April 2016 are approved.**

Chairman's initials

#### **C054/16 - 6. MATTERS ARISING**

Councillor J Tyler asked in relation to C038/16 Item 5 Chairs Report Appendix D, how the Street Cleansing rota had changed.

The Chair outlined the changes to the street cleansing rota previously outlined by Northumberland County Council.

#### **C055/16 – 7. DISCLOSURE OF INTERESTS**

There were no disclosures of interest for this meeting.

#### **C056/16 - 8. CHAIRS UPDATE**

The Chair provided updates on the matters detailed in Appendix D – Chairs Update

#### **C057/16 - 9. COMMITTEE / WORKING GROUPS**

- a. Finance and Governance – Councillor Robinson – No meeting to report upon.
- b. Events and Communication working group – Councillor Graham advised that the working group had submitted proposals for two summer events in Bedlington both of which would be considered for approval later on the current meeting agenda (Items 10d and 10e). He also provided an update on the Residents Newsletter and advised that this would also be for consideration / approval later on the current meeting agenda (Item 18).
- c. Services Committee – The Committee Chair Councillor Taylor provided a verbal update and distributed a draft copy of the minutes from the Services Committee meeting held on 31<sup>st</sup> March 2016.

**Resolved to accept all committee / working group reports**

#### **C058/16 - 10. MATTERS FOR DISCUSSION / DECISION**

- a. **Resolved that the draft schedule of Council Meetings for the forthcoming year is approved.**
- b. **Resolved to continue with the present structure of working groups and committees - Finance and Governance Working Group, Events and Communications Working Group and Services Committee.**
- c. **Resolved that the membership of working groups / committee will be**  
**Finance and Governance Working Group: Councillors Robinson, Taylor, Hedley, Hogg and J Tyler**  
**Events and Communications Working Group: Councillors Robinson, Taylor, Dalton, Graham, Hedley, and Hogg.**  
**Services Committee: Councillors Robinson, Taylor, Dalton, Dobie, Graham, Hedley, Hogg and J Tyler.**
- d. **Resolved to approve the proposal for the 2016 Summer Street Fair.**
- e. **Resolved to approve the proposal for the Bedlington Picnic Event together with the potential additional cost of marquee hire for the event.**
- f. **Resolved to in principle financially support to cost of “Pipes and Drums” from The Somme Centenary Planning Group subject to receiving a fully costed proposal.**

#### **C059/16 – 11. CORRESPONDENCE**

The Council were informed of the following correspondence:

Ref	From	Summary	Action
63/16	Northumberland CVA	Update	Noted and Circulated
64/16	Northumberland CAB	New Operating Name	Noted and Circulated
65/16	Northumberland County Council	LOVE Northumberland Awards 2016	Noted and Circulated
66/16	St Cuthberts Church	Letter of thanks	Noted and Circulated
67/16	CAN Northumberland	Email Alert	Noted and Circulated
68/16	Northumberland County Council	Community Chest Scheme	Noted and Circulated
69/16	Northumberland CVA	Update + Funding Reminder	Noted and Circulated

Chairman's initials

70/16	Bedlington Community Allotment	Grow to know gardening course	Noted and Circulated
71/16	Northumberland Wildlife Trust	Events Update	Noted and Circulated
72/16	Northumberland County Council	Musicians for Tall Ships Regatta	Noted and Circulated
73/16	Northumberland County Council	Northumberland News E Newsletter	Noted and Circulated
74/16	CAN Northumberland	April Enews	Noted and Circulated
75/16	Northumberland County Council	Musicians for Tall Ships Regatta Reminder	Noted and Circulated
76/16	NALC	Bulletin Follow up	Noted and Circulated

West Bedlington Town Council has been requested to give their opinion on the following consultations:

**No Consultations for this meeting**

The following invitations have been received:

Date	From	Description	Comments
11 <sup>th</sup> May 2016	Northumberland CC	Joint Area Committee and Parish Town Council Meetings	Interest to clerk to coordinate reply
29 <sup>th</sup> April 2016	Tynedale Community Bank	Conference Invite	RSVP by 22 April 2016
29 <sup>th</sup> April 2016	Northumberland Tyne and Wear NHS Foundation Trust	Workshops – Shaping Our Strategy	-
26 <sup>th</sup> April 2016	Leading Link	Children’s University Graduation	St James Park
13 <sup>th</sup> May 2016	Northumberland CC	CLLD Briefing Session	-

**Resolved that all correspondence, consultations and invitations have been properly received and actioned.**

**C060/16 - 12. COUNCILLOR REPRESENTATIVES ON EXTERNAL COMMITTEES**

Election of Council representatives on external committees

**Resolved that with immediate effect Councillor representation on external groups will be:**

- Town / Parish Liaison Committee – Council Chair (Councillor Robinson).
- NALC – Councillor Dalton.
- LMAPS now Community Safety Hub – Councillor Hedley.
- Northumberland In Bloom – Councillor Taylor.
- Red House Farm residents Group – Councillor Hogg
- Joint Meetings with East Bedlington Parish Council – Council Chair (Councillor Robinson)
- Gallagher Park Steering Group – Councillor Dalton.
- Dr Pit Stakeholder Meetings - Councillor Dalton.
- Bedlington Steering Group – Councillor Graham.

**Feedback from Councillor Representatives on external committees**

- Town / Parish Liaison Committee (Councillor Robinson) – No meeting.
- NALC – (Councillor Dalton) – Written report circulated.
- LMAPS now Community Safety Hub– (Councillor Hedley) – No Meeting.
- Northumberland In Bloom – (Councillor Taylor) – Written report circulated.
- Red House Farm residents Group – (Councillor Hogg) – No meeting.
- Joint Meetings with East Bedlington Parish Council – No meeting.
- Gallagher Park Steering Group – (Councillor Dalton) – No meeting.
- Dr Pit Stakeholder Meetings – (Councillor Dalton) – No meeting.
- Bedlington Steering Group – (Councillor Hogg) – Written report circulated

**Resolved to accept all reports provided.**

**C061/16 - 13. CLERKS REPORT**

**Resolved to accept the Clerks written report and verbal update (Appendix A).**

**C062/16 - 14. SCHEDULE OF PAYMENTS AND RECEIPTS**

**Resolved to approve the schedule of payments and receipts (Appendix B)**

**C063/16 -15. ANNUAL RETURN OF ACCOUNTS 2015/16**

**Resolved to accept and approve the Annual Return of Accounts for 2015/16**

Chairman’s initials

**C064/16 - 16. PLANNING**

Ref.	Description	Response Due
16/01405/FUL	Extension to garage Location 52 Augustus Drive The Chesters Bedlington Northumberland NE22 6LE	18th May 2016

**Resolved not to comment on this application.**

Planning decisions are shown in Appendix C for information only.

**C065/16 - 17. COMMUNITY CHEST / PUPILS FUND APPLICATIONS**

**Resolved – Due to legal advice not to award any payment in respect of the application from St Cuthbert’s Church for the improvement of lighting in the Memorial Chapel.**

**C066/16 - 18. RESIDENTS NEWSLETTER**

**Resolved to appoint THRU YOUR DOOR to distribute this edition of the resident’s newsletter.**

**C067/16 – 19. ANY OTHER BUSINESS**

Councillor Hogg – inclusion of additional comments in relation to the Humford Mill planning application (To be further considered at Services Committee meeting 26<sup>th</sup> May 2016).

Councillor Robinson – changes to The Clerks contract of employment.

**C068/16 – 20. DATE OF NEXT MEETING**

**Resolved the next meeting of the Council will be held on Thursday 9th June 2016 at 6.30pm at Bedlington Community Centre**

Signed by the Chair

9<sup>th</sup> June 2016

Chairman’s initials

## **Appendix A, B and D Form Part of these minutes.**

### **Appendix A – Clerks Report (Agenda Item 13).**

West Bedlington Town Council - Council Meeting Thursday 12<sup>th</sup> May 2016

#### **Services**

Litter Bins – I have been assured that the installation of the 6 new litter bins (already purchased) for 2 @ 20acre field, Near Whitely Memorial School, Junction North Ridge / Link Avenue Footpath alongside Dr Pit Allotments, and a replacement bin at the main Car Park

The bin near the Peter House Junction on Nedderton Road is to be relocated in Nedderton village also.

2 further litter bins have been ordered for St Cuthbert's Terrace and Hirst Villa's bus stops – I have contacted Straughans again to have the work completed asap.

Once all the ground mounted bins I will arrange the removal / transfer of post mounted litter bins as previously agreed.

Allotments - I met with Mr David Banks from the National Association of Allotments in relation to Dr Pit Allotment Associations. I was able to provide some background and outlined the Councils position in relation to the lease. Overall I found the meeting to be positive and I am hopeful that Mr Banks will be able to assist in completing the signing of a new lease. Only slightly negative aspects or areas of concern that both Mr Banks and myself identified were: (I have already made members aware of the first issue) the Council was possibly conceding too many of its legal rights as owner of the allotments and an aspect that is of more immediate concern to the Allotment Association is that they have no appropriate constitution to provide legal liability limitations.

Bus Shelters - ALL new Bus Shelters have now been installed and the repainting of the existing bus shelters has been completed – still to do – apply name transfers to the repainted bus shelters and to provide an extension to the concrete foundation pad to provide better access to the shelter near Chester Court.

War Memorial - We have made representation to NCC with regard to the extent of the War Memorial – who is responsible for the surrounding steps / kerbs and fencing etc. – NCC Locality officer is chasing this enquiry up.

#### **Communications**

The new website is up and running – there are some minor teething problems but these can be resolved fairly easily and progress is ongoing.

The draft of the next edition of the resident's newsletter is with the printer and printing will be complete today. We have as expected hit some problems with Royal Mail to distribute the newsletter.

Initially they would not commence the planning or allow an order until we know the exact weight and thickness of the newsletter. That has now been provided. They now advise me that there is a 6 week lead in / waiting list for delivery. In addition to the delay in delivery they are unable to specifically target only those properties within our area – they are suggesting we deliver to NE22 5 and NE22 6 to ensure all properties are contacted. Potentially that will require an additional print of a further 3,500 copies of the newsletter.

I have contacted "Threw your door" – who could deliver the newsletter starting next week together with their already scheduled delivery of "Fenwick" leaflets – the cost would be £45 per 1000 newsletters.

I would recommend to Councillors that this option is agreed and taken up without delay.

#### **General**

Arrangements for The Annual Meeting of The Town have been completed. Invitations to attend and present have been sent to over 30 community groups. A meeting notice and suggested agenda has been distributed to Councillors and will also be available on the Councils website. Invitations and suggested agendas have also been attached to this evenings public agendas.

The internal auditor signed off the Annual Return with no concerns.

After approval of the Annual Return at tonight's meeting the Annual Return will be sent to the external auditor for inspection. Also the Annual return and Accounts will be available for public inspection will be available from 8<sup>th</sup> June 2016 to 19<sup>th</sup> July 2016. A copy of the Annual Return and a notice regarding public inspection will also be placed on the Councils website.

#### **Clerks Holidays**

I will be away on holiday on the following dates:

Wednesday 20<sup>th</sup> July 2016 to Monday 8<sup>th</sup> August 2016.

Friday 19<sup>th</sup> August 2016.

Monday 12<sup>th</sup> September 2016 to Sunday 16<sup>th</sup> September 2016.

Chairman's initials

**Appendix B – Schedule of Payments and Receipts (Agenda Item 14) Payment 1<sup>st</sup> April 2016 to 31<sup>st</sup> April 2016. All payment GROSS of VAT.**

Payee	Amount	BCC	Bloom	Description
Talk Talk Business	33.00			Telephone + Internet
Michael Dougherty	576.00			Painting of Railing
R&L Keenleyside Ltd	141.21			Paint
Zen Internet Ltd	4.79			Internet Hosting
Broxap Limited	393.48			Litter Bins
Tower Mint Ltd	68.76			Presentation Coins
Northumberland County Council	(107,207.00)			First Precept Payment
Northumberland County Council	2,531.90			Payroll Costs
Malcolm Wilkinson	63.00			Internal Audit
B&C Solutions	5,459.70			Bus Shelter
B&C Solutions	3,850.50			Bus Shelter
B&C Solutions	4,973.70			Bus Shelter
B&C Solutions	300.00			Bus Shelter Removal
B&C Solutions	5,646.00			Bus Shelter
B&C Solutions	5,646.00			Bus Shelter
B&C Solutions	5,646.00			Bus Shelter
B&C Solutions	4,973.70			Bus Shelter
B&C Solutions	300.00			Bus Shelter Removal
B&C Solutions	300.00			Bus Shelter Removal
B&C Solutions	4,379.70			Bus Shelter

**Appendix C - Planning decisions notified to WBTC by NCC - Information Only**

Ref.	Description	Decision
16/00465/FUL	Two storey side extension to provide garage, lounge, bedroom and bathroom; proposed front porch plus new access. Location 40 Millfield North Bedlington Northumberland NE22 5EH	Granted
16/00571/FUL	Side extension over existing garage Location 48 Hassop Way Beaufront Park Bedlington NE22 7LE	Granted

**APPENDIX D – Chairs Update (Agenda Item 8)**

Chairman's initials