Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington. On Thursday 12th May 2022 at 6.30pm.

PRESENTATIONS – There were no presentations for this meeting.

ELECTION OF CHAIR (MAYOR) FOR THE YEAR 2022/23.



Min Ref		Elections of Chair (Mayor) and Deputy Mayor	
22/81	1.	Election of Chair (Mayor) For the Year 2021 - 22	RESOLVED Having been proposed and seconded Councillor Russ Wallace was elected Mayor of West Bedlington Town Council for the year 2022/23.
22/82	2.	To Receive the Mayors Declaration of Acceptance of Office.	Councillor Wallace signed the Mayors Declaration of Acceptance of Office.
22/83	3.	Election of Deputy Mayor for The Year 2021 – 22 It is at the Councils discretion whether to elect a Deputy Mayor.	RESOLVED Having been proposed and seconded Councillor Adam Hogg was elected Deputy Mayor of West Bedlington Town Council for the year 2021/22.
22/84	4.	To Receive the Deputy Mayors Declaration of Acceptance of Office.	Councillor Hogg signed the Deputy Mayors Declaration of Acceptance of Office.

The meeting was suspended by the Mayor to allow public questions to the Council.

QUESTIONS TO THE COUNCIL

 A resident outlined their concerns (and those of other residents) about the locking of Meadowdale Play Area gates stating that residents would not accept the play area being unlock on an evening. The Council (The Chair and other Councillors) responded that they collectively would do everything possible to ensure the gates continued to be locked on an evening.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
22/85		In Attendance	Councillors Crosby, Hedley, Hogg, Reed, Taylor, Thompson, D Wallace, and R Wallace. Town Clerk Steven Young, and 8 (Eight) members of the public.
22/86	а.	 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 Councillor Todd were NOTED. ii. There were no dispensations for absence for this meeting.
22/87	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.	i. Councillor R Wallace made a declaration of interest in respect of agenda item Part B 2j. Funding of Bedlington Food Banks - Review. ii. There were no dispensations to determine 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
22/88	a.	To agree and sign as a correct record the minutes of	RESOLVED that the minutes of the West Bedlington
		West Bedlington Town Council Extraordinary	Town Council Meeting held on 14 th April 2022 are
		Meeting held on 14 th April 2022.	APPROVED as a true record.
22/89	b.	To discuss any matters arising from the minutes of	The Town Clerk reminded Councillors that with regard
		the last meeting that are not included as agenda	Min 22/062 Additional Plaque for Bedlington Heritage
		items.	Guide he was awaiting instruction on how best to
			progress also in regard to Min 22/064 Upload of
			Council Meeting Audio Recordings to social media he
			was awaiting feedback from Councillors re the quality
			of the recording.

2. MATTERS FOR DISCUSSION / DECISION

	Matters for Discussion / Decision	Determination
22/90 a.	November 2022. The Council is requested to discuss and decide upon any public meeting arrangements for November 2022. (The Clerk will be on annual leave for the whole of November 2022. (<i>Members do not have the legal</i>	i. RESOLVED to not meet in November 2022 unless for any matter of urgent business.
	authority to issue full council meeting summons). ii. Schedule of Council Meetings for the year. The Council is asked to discuss and approve a schedule of Council meeting dates for the forthcoming year. (A draft schedule is provided and distributed to members). Note Standing Order 3.2. Meetings will take place on the second Thursday of each month (unless the date is prohibited by law) or it is resolved otherwise by a meeting of the Council.	ii. RESOLVED TO APPROVE the schedule of meetings for the year. <i>Meetings will take place on the second Thursday of each month (unless the date is prohibited by law) or it is resolved otherwise by a meeting of the Council.</i>
22/91 b		1) To 8) NOTED to continue.

 Neighbourhood Plan Working Group – Neighbourhood Plan completion Finance Working Group – Accounts / Financial Planning / Reserves / Budgeting / Precept Preparation etc. Staffing and Governance Working Group – Council Policies / Procedures / Services Standards / Complaints / Risk Assessments (not financial risks) / Insurance / HR / Salaries / Recruitment. Youth Support Programme – Appointment / Liaison / procurement /Reporting with Youth Support provider(s). Planning Working Group – consider planning applications where comment has been requested from Planning Authority etc. 	
c. Committee / Working Group Terms of Reference. The Council are requested to discuss and approve the DRAFT terms of reference distributed. (Draft distributed).	RESOLVED after REVIEW to APPROVE the terms of reference distributed in relation to Working Groups.
d. Committee / Working Group Membership. The Council are requested to discuss and agree (considering any agreed terms of reference in c above) the membership of each working group.	RESOLVED the following Councillor membership of The Services Committee and Working Groups. Services Committee – Councillors Crosby, Hedley, Hogg, Reed, Taylor, Thompson, Todd, D Wallace and R Wallace. Events Working Group – Councillors Crosby, Hedley, Reed, Todd, and R Wallace. Communications Working Group – Councillors Hogg, Reed, and D Wallace. Neighbourhood Plan Working Group – Councillors Hogg, Hedley, and D Wallace. Finance Working Group – Councillors Crosby, Hedley, Todd, and R Wallace. Governance and Staffing Working Group – Councillors Crosby, Hedley, Todd, and R Wallace. Youth Support Programme Working Group – Councillors Reed, Todd, and D Wallace. Planning Working Group – Councillors Hogg and Thompson. RESOLVED to distribute emails to ALL members (not just to specific Working Group members).
e. Council Representation to Other Bodies. The Council are requested to discuss and decide upon elected representation on External Committees / Bodies. i. Northumberland Association of Local Councils (NALC) ii. Town / Parish Council Town Liaison Committee — usually Council Chair. iii. Bedlington Community Centre Trustee Rep. iv. Any other bodies determined by members.	RESOLVED the following Councillor representation on External Committees / Bodies i. Northumberland Association of Local Councils. (NALC) – Councillor Hogg – First Reserve Councillor Hedley. ii. Town / Parish Council Town Liaison Committee – Councillor R Wallace. iii. Bedlington Community Centre Trustee Rep – Councillor Todd. iv. Borderland Project – Councillors Hogg and
d	Planning / Reserves / Budgeting / Precept Preparation etc. 6) Staffing and Governance Working Group – Council Policies / Procedures / Services Standards / Complaints / Risk Assessments (not financial risks) / Insurance / HR / Salaries / Recruitment. 7) Youth Support Programme – Appointment / Liaison / procurement / Reporting with Youth Support provider(s). 8) Planning Working Group – consider planning applications where comment has been requested from Planning Authority etc. Committee / Working Group Terms of Reference. The Council are requested to discuss and approve the DRAFT terms of reference distributed. (Draft distributed). Committee / Working Group Membership. The Council are requested to discuss and agree (considering any agreed terms of reference in c above) the membership of each working group.

22/95	f.	 i. The Council are requested to discuss and decide upon the reappointment of Mr Malcolm Wilkinson as the councils Internal Auditor for the financial year 2022/23. ii. The Council are asked to discuss and approve the DRAFT Internal Audit Terms of Reference (distributed to members). iii. The Council are asked to NOTE the Internal Audit Report for April 2022. (Distributed to members). 	 i. RESOLVED to reappointment of Mr Malcolm Wilkinson as the councils Internal Auditor for the financial year 2022/23. ii. RESOLVED to APPROVE the DRAFT Internal Audit Terms of Reference. iii. RESOLVED to NOTE the Internal Audit Report for April 2022.
22/96	g.	Cheque Signatories / Bank Mandate. The Council are asked to review its cheque signatory arrangements (Bank Mandate). The Council is required to hold 3 (Three) cheque signatories at any one time. (Banks will require a credit check for signatories).	RESOLVED Councillors Crosby, Hedley and Hogg will be The Councils cheque signatories.
22/97	h.	Monthly Bank Reconciliation Counter Check Councillor – The Council are requested to elect a Councillor to provide Confirmation of Monthly Bank Reconciliation on behalwif of Members.	RESOLVED Councillor Todd will provide Confirmation of Monthly Bank Reconciliation on behalf of Members.
22/98	i.	Queen Elizabeth II Platinum Jubilee – Events. The Council are asked to discuss and decide upon the following events to celebrate the Platinum Jubilee of Queen Elizabeth II i. Beacon Lighting and Torch Parade. (Proposal distributed) Councillor Reed. ii. Tea Dance for residents of Bedlington Care Homes. (Proposal distributed) Councillor Reed. iii. Bedlington Front Street Jubilee Decorations – to discuss and decide if / and how to "dress" Front Street, Bedlington to mark the Platinum Jubilee.	 i. RESOLVED to APPROVE the Beacon Lighting and Torch Parade proposal distributed. Councillor R Wallace requested the vote on this item to be recorded. For the proposal – Councillors Crosby, Hedley, Hogg, Reed, D Wallace, and R Wallace. Councillors Taylor, and Thompson abstained from the vote. ii. The proposal was REJECTED with Councillors opting to provide an event themselves. iii. RESOLVED to purchase and install Jubilee Bunting and Lamppost Decorations.
22/99	j.	Funding of Bedlington Food Banks - Review. 1. The Council are requested to discuss, review, and decide upon any financial support to: Bedlington Salvation Army. Bedlington Matthew Project. Wansbeck Valley Food Bank. The Council are requested to discuss and determine next review dates for the funding of Bedlington Food Banks. Bedlington Salvation Army. Bedlington Matthew Project. Wansbeck Valley Food Bank. Any approved funding would be in respect of a S137 payment.	 RESOLVED to set aside a £500 donation for each of the 3 food banks for May 2022 – to be released upon receipt of an individual request from each food bank. RESOLVED to review on-going donations on a month-by-month basis. Any approved funding would be in respect of a \$137 payment.
22/100	k.	Funding Applications. Community Chest Application. The Council are requested to decide upon a Community Chest Application from Bedlington Community Centre. (Application distributed to members).	RESOLVED to award £500 to Bedlington Community Centre for the purchase of new signage.

22/101	I.	Youth Provision / Events - Submission of Proposals for forthcoming Events. The Council are asked to discuss and decide upon final submission dates for any forthcoming events as detailed below. (Submission to The Clerk for inclusion upon a future Council meeting agenda). i. Summer School Holiday 2022 (18 th July 2022 – 4 th Sept 2022) Events for Children by 1 st June 2022. (BCC room availability distributed for information only – other venues may be available and will require the landowner's permission). ii. October School Half Term 2022 (24th October 2022 – 28 th October 2022) Events for Children by 31 st August 2022. iii. Spooktacular Event 2022 by 31 st August 2022. iv. Christmas School Holidays 2023 for Children 2022 by 5 th October 2022. v. Christmas Lights Switch on Event 2022 by 31 st August 2022. vi. Easter 2023 School Holiday (3 rd April 2023 – 14 th April 2023) Events for children by 5 th October 2022. vii. Any other Schools Holidays (half term breaks) not included above.	 i. RESOLVED Summer School Holiday 2022 (18th July 2022 – 4th Sept 2022) Events for Children by 15th June 2022. (BCC room availability distributed for information only – other venues may be available and will require the landowner's permission). ii. RESOLVED October School Half Term 2022 (24th October 2022 – 28th October 2022) Events for Children by 31st August 2022. iii. RESOLVED Spooktacular Event 2022 by 31st August 2022. iv. RESOLVED Christmas School Holidays 2023 for Children 2022 by 5th October 2022. v. RESOLVED Christmas Lights Switch on Event 2022 by 31st August 2022. vi. RESOLVED Easter 2023 School Holiday (3rd April 2023 – 14th April 2023) Events for children by 5th October 2022. vii. RESOLVED No other Schools Holidays (half term breaks) not included above.
22/102	m.	Working Groups / Committees (items for decision or discussion). Services Committee. The Committee Chair (Councillor Hogg) will provide a verbal report of the meeting decisions.	Committee Chair Councillor Hogg provided a verbal update of the decisions approved at the Services Committee meeting on 28th April 2022.
22/103	n.	 Working Groups / Committees (items for decision or discussion). Governance and Staffing Working Group. 1. Recommendations from Working Group for decision by full Council. None for this meeting. 2. Any Other Items from the Working Group Meeting (not for decision) – The Working Group Chair (Councillor Crosby) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group. 	 No recommendations for this meeting. No updates for this meeting
22/104	0.	 Working Groups / Committees (items for decision or discussion). Events Working Group Recommendations from Working Group for decision by full Council. None for this meeting. Any Other Items from the Working Group Meeting (not for decision) - The Working Group Chair (Councillor Reed) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group. 	 No recommendations for this meeting. No updates for this meeting
22/105	p.	 Working Groups / Committees (items for decision or discussion). Communications Working Group 1. Recommendations from Working Group for decision by full Council. None for this meeting. 2. Any Other Items from the Working Group Meeting (not for decision). Chair (Councillor Reed) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group. 	 No recommendations for this meeting. No updates for this meeting – Reminder to members to submit articles for next enews letter.

22/106	discussion). Neigh 1. Recommenda	Committees (items for de bourhood Plan Working Gi tions from Working Group None for this meeting.	No recommendations for this meeting.		
	2. Any Other Iter (not for decision) the Council any ot	ns from the Working Grou Chair (Councillor Hogg) will her items discussed, any or en worked upon by the wor	 The Clerk confirmed The Council had been successful in their grant applicatio for support with the NP. 		
22/107 r	discussion). Finance 1. Recommendar by full Council i. Members arend position members). ii. Members arend position members arecommen an immediate for Market Reserves to have been made to concouncil who iv. Members are the current of all specific Council mediate for decons any ongoing	Committees (items for dece Working Group tions from Working Group tions from Working Group tions from Working Group tions from Working Group to for Reserves. (Distributed for Reserves. (Distributed for Reserves. (Distributed for Reserves.) For Reserves (Copy of Reserves to members). For asked to discuss and decent dation from The Working go that transfer of £5k from sport of £5k from sport for Some time and for the form the Working for some time and for the saked to NOTE that a function is now unlikely to be received asked to NOTE that a function is now unlikely to NOTE that a function is now unlikely to be received asked to NOTE tha	for decision for decision financial year d to "shortfall" in ves Policy cide upon a group to make ecific reserves ecific the Bollards provision was d County quested. Il review of with a review to the next oup Meeting /allace) will s discussed,	 i. The Council NOTED the financial year end position for Reserves. ii. The Council NOTED the "shortfall" in Non-Specific Reserves. iii. RESOLVED to make an immediate transfer of £5k from specific reserves for Market Place Bollards to Non – Specific Reserves to address the "shortfall". iv. The Council NOTED a full review of the current reserves policy together with a review of all specific reserves will be added to the next Council agenda. 2. No updates for this meeting 	
, and the second	discussion). Youth 1. Recommenda by full Council 2. Any Other Ite (not for decisi feedback to th any ongoing a the working g t. Working Groups /	Committees (items for der Support Programme Workins Group . None for this meeting. ms from the Working Group (None Council any other items and future matters been woroup.	king Group for decision up Meeting o Chair) will discussed, orked upon by	 No recommendations for this meeting. No updates for this meeting 	
	Planning Applicat Group - Where Co After considering a Working Group, Th decide if it wishes	ing Working Group ions – Considered by Plant omments Have Been Reque any recommendation of its ne Council are asked to disc to make any comments in cations received for comme	Determination		
	22/01082/RENE	Construction of a solar farm together with all associated works,	16th May 2022.		

22/01306/FUL	equipment and necessary infrastructure. Location Land East Of Burnt House Farm Netherton Road Bedlington Northumberland The Lodge 25 Netherton Road Nedderton Village Northumberland NE22 6AX	16th May 2022.	COMMENT ONLY – re the proposed location of the substation. No Comment
planning applicatio	ed planning decisions and on ns (where comments have wn in PART C for informati	not been	

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

	Matters for Information or To Be Noted						
2/110		Section Section	YED to NOTE 's a, b and c. Correspor d, Schedule of paymer e, Other planning appl ection f is not part of th	nts and receipts ications	3	and the actions taken for ion only.	each detailed below
	a.	Corresp	ondence.				
		Ref	From		Brief I	Description	Action Taken
		313	Bedlington Re	sident	Planning and re	pondence x 11 to NCC esponses re Planning ion 21/02754	Noted + Circulated
		314	Bedlington Re	sident	Enquiry re Min	utes 14 th April 2022	Noted + Circulated + Replied.
		315	Sports Develop Northumberland Cou			rting opportunities for umberland	Noted + Circulated
		316	NALC		Enews	13 April 2022	Noted + Circulated
		317	Bedlington Salvat	ion Army		ent of Leaders	Noted + Circulated
		318	Northumbria		Northumbria Con	nected - Connected-to- Community	Noted + Circulated
		319	Bedlington Re	sident	Gallaghe	er Park Drivers	Noted + Circulated + Acknowledged + Forwarded to NCC AND Police.
		320	NCC Parks and Gre	en Spaces	Copy of reply	to resident ref 319	Noted + Circulated
		321	NALC Enews 26 April 2022		Noted + Circulated		
		322 NALC		Member Council Update General Power of Competence 26 April 2022		Noted + Circulated	
		323	Northumberland Co	unty Council	,	ubilee Fund Confirmation sful Application	Noted + Circulated
		324	National Tr	ust	Recruiting fo	or Seasonal Posts	Noted + Circulated
		325	Wansbeck Valley F	ood Bank	Note of The	anks for Funding	Noted + Circulated
		326	Bedlington Salvat	ion Army	Note of The	anks for Funding	Noted + Circulated
		327 St Benet Biscops School 328 Northumberland County Council		s School	Note of Thanks for Funding		Noted + Circulate
				Latest Northumberland News and Jobs April 29, 2022		Noted + Circulate	
		329	Bedlington Resident		Reply re Blue Plaque Request For Additional Information.		Noted + Circulate
		330	NCC Neighbourhoo	od Services		e Play Area Gates	Noted + Circulated
		331	NCC Highw	ays		Amended TTRO 128236772 B1331 Netherton Road	
		332	Bluefield Develo	opment	Burnt House Farn	rm on Land Adjacent to n – Community Benefit oduction	Noted + Circulate
	b.	Consult	ations.				
		From	D	escription		Details	
		None	F	or This		Meeting	
	С	Invitati	ons.			1.5	D 1 1
		From		Event		Response	Details
		None		For This	5	Meeting	

22/111	d.	Paye		Amount	t Council update. All payments gross of V Description	Notes
		, in the second		£. p	·	
		Amazon		1,782.00	Jubilee Street Party Packs	
		BigBearPromo Ltd		3,181.20	Jubilee School Gifts	
		Northumberland (County Council	-135,155.00	Precept Payment	
		DL Maintenance 8	Repair	878.85	Bus Shelter Panels	
		Charmaine Hamilt	on	900.00	Summer Music Event Deposits	
		Gifts2Impress Ltd		2,486.40	Jubilee School Gifts	
		Morrisons Bedling		189.00	Easter Eggs	
		Zoom Video Comn		103.66	Annual Subscription	
		Glassfibre Flagpole	e Ltd	61.14	Platinum Jubilee Flag	
		BHIB Ltd		1,834.99	Insurance Premium	
		Information Comn	nissioner	35.00	Data Protection Fee	
		Talk Talk Business		45.54	Telephone + Internet	
		Trophies Plus Med		759.00	Jubilee School Gifts	
		Dunelm Hygiene P		22.80	Litter Pick Refuge Sacks	
		Reay Security Limi	ted	83.04	CCTV Charges	
		NALC		1,568.85	Annual Subscription	
		Mint Managemen		5,000.00	Easter Children's Events	
		Defib Machines Li	nitea	4692.00	Annual Lease Costs Defibrillators and Cabinets	
		21CC Group Limite	nd .	588.00	Beacon	
		Wireless Logic Limit		499.20	CCTV Sim Card Costs	
		Springview Landso		1,760.00	War Memorial Path Repairs	
		Reay Security Limi		83.04	CCTV Charges	
		Groundworks UK	tcu	570.00	Return of Unused NP Grant	
		Reay Security Limi	ted	809.64	CCTV Charges	
		Bedlington Comm		7,500.00	Annual Office Rent	
		Bedlington Comm	•	450.00	Room Hire – Easter Events	
		Wansbeck Valley F		500.00	Food Bank Donation	S137
		Bedlington Salvati		500.00	Food Bank Donation	S137
		Malcolm Wilkinso	n	70.00	Internal Audit	
22/112	e.	Other Planning Appli	cations			
		Where comments have		ested.		
		Ref.	Description			
	f.	Planning decisions no	tified to WBTC by	NCC.		
22/113		Ref.		C	Description	Decision
		21/00534/FUL	· ·	-	with a loft conversion and increased roof	REFUSED
					Beaufront Park Bedlington NE22 7LT	1121 0020
					tion - T19 Ash Limb Removal; T18 Yew	
		21/00881/PRUTPO		-	nore Crown Thin of 10-15% SE side; T12 NE side; T2 Alder Crown thin of 15-20%	PERMIT
		21/00001/11/011/0	_		Location The Old Vicarage Front Street	T EINIVIII
			East Bedlington			
					ion to Fell 1no. Sycamore T9	
		21/00771/FELTPO			ne Croft The Croft Nedderton Village	PERMIT
			Bedlington, Nort	thumberland NE	22 6BA	

22/115	h.	Financial Update / Bank Rec	Financial Update / Bank Reconciliation.					
		Matter to	o be noted.	Determination				
		I. The Council are as	ked to note checked bank					
	reconciliation of £340,287.53 as of 30th April							
		1 1	t Account Balance of					
		£100,454.24 as of	30th April 2021.	The Council NOTED the bank reconciliation.				
		Note re Bank Reconciliat						
			ernal Controls. Councillor					
		1 1	member has independently					
i		verified the monthly bar	ık reconciliation.					
20/446								
22/116		Matters for Information Only						
				ention of other members and residents. For Information				
		only no proposals or voting						
		The Clerk	Update on external meetin	_				
				onal information from CAB to be distributed to members				
			_	ces Day – Clerk to lead on event				
			distribution.	ys to Schools – All members invited to help with				
				Packs – All members invited to help distribute.				
				enefits – Zoom meeting scheduled for 17 th May 2022 all				
			members welcome.	enemis – 200m meeting scheduled for 17 - May 2022 an				
				ng scheduled for 11am 31st May 2022 all members				
			welcome.	ng scheduled for 11am 31 - May 2022 all members				
			weicome.					
22/117		Meeting Close and Date of I	Next Meeting.					
,		RESOLVED The next ordinary meeting of the Council will be on Thursday 9th June 2022 at 6.30pm in Bedlington						
		Community Centre, Front Str						
		•	e issued on Wednesday 1st Jur	ne 2021.				
		The Chair closed the meetin	g at 7.56pm					

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Bill Crosby, Paul Hedley, Adam Hogg, Wendy Reed, Christine Taylor, Victoria Thompson, Jane Todd, Di Wallace, and Russ Wallace.

Signed by Chair

Date