

EAST BEDLINGTON

Parish Council



To: **ALL MEMBERS OF THE COUNCIL**

You are hereby requested to attend a meeting of **EAST BEDLINGTON PARISH COUNCIL** to be held at East Bedlington Community Centre, on **Tuesday 1st September 2015 at 6.00 pm.**

The Agenda for the meeting is set out below.

Ron Thornton
Parish Clerk

25th August 2015

OPEN SESSION

The Chair to invite members of the public present to put questions or draw relevant matters to the attention of the Council, prior to commencement of business. This is for a period of 15 minutes overall and is limited to 3 minutes per person.

A G E N D A

- 1. APOLOGIES FOR ABSENCE**
- 2. MINUTES OF THE LAST MEETING**
To sign as a correct record the minutes of the Annual Meeting and the Parish Council Meeting held on 7th July 2015.
- 3. MATTERS ARISING FROM THE MINUTES**
To note matters arising from the minutes that are not included as agenda items.
- 4. DISCLOSURE OF INTERESTS & REQUESTS FOR DISPENSATION**
To receive from members, disclosure of any personal or prejudicial interests in respect of any items included on the agenda and to consider any requests for dispensation.
- 5. POLICE REPORT**
- 6. CORRESPONDENCE**
To note the correspondence received (attached at Appendix A) and the actions taken and proposed.
- 7. CLERKS REPORT**
To receive the Clerks report on significant events and action taken on minutes.
- 8. INVOICES & PAYMENT VOUCHERS**
The Council is requested to approve the schedule of expenditure attached at Appendix B.
- 9. FINANCIAL POSITION**
To note the Parish's financial position as follows;
Cleared balance as at 20th August 2015 £105,096.72

10. **BANK RECONCILIATION**
To approve the bank reconciliation at 31st July 2015 (Appendix C).
11. **BUDGET REPORT (Appendix D)**
12. **APPOVAL AND ACCEPTANCE OF THE ANNUAL RETURN 2014/15**
To receive the external auditors opinion and matters to be brought to the attention of the Council.
13. **SMALL GRANTS & DONATIONS**
 - 13.1 **Football Fun**
 - 13.2 **Friends of East meets West Black Belt Academy**
14. **MATTERS FOR DECISION**
 - 14.1 Purchase of land adjacent to Allgood Terrace allotments - £20,000 + legal fees £460.
15. **WORKING GROUPS**
Matters arising from Working Groups.
 - 15.1 Environment & Allotments 13th July 2015
 - 15.2 Planning and Corporate Strategy 30 July 2015
16. **OUTSIDE BODIES**
To receive reports from delegates on outside bodies
 - 16.1 Friends of Gallagher Park
 - 16.2 NALC
 - 16.3 East Bedlington Community Centre
 - 16.4 Bedlington Forum
 - 16.5 Parish liaison working Group
17. **CASUAL VACANCY**
To consider nominations for the vacant Councillor's position.
18. **ANY OTHER BUSINESS**
To consider any other **urgent** items of business.

DATE OF NEXT MEETING

The next meeting of East Bedlington Parish Council will be Tuesday 6 October 2015 at 6.00pm.

EAST BEDLINGTON PARISH COUNCILLORS: Eddie Dickson, Joe Dobie, Andrea Innes, David Graham, Paul Hedley, Nicola Hogarth, Colin Parker, Allan Stewart and Alex Wallace, Andy Watson.

SCHEDULE OF CORRESPONDENCE RECEIVED.

Ref No	Date	Name	Details	Action
680	30/6/2015	NCC	LTP programme 2016/17	Responded
681	2/7/2015	NCC	Community Lincs	Confirmation of insurance renewal
682	7/7/2015	NCC	Proposed traffic signals – Red Row Bridge Bedlington	Actioned by P & CS WG
683	10/7/2015	Signet Planning	Public consultation for proposed residential development – The Orchard, East Sleekburn	Outline response made by P & CS WG
684	14/7/2015	Stead Lane Primary School	Letter of thanks for grant.	Noted
685	14/7/2015	NCC	Request to distribute information on the home composting scheme	Leaflets available from parish office
686	20/7/2015	Unity Trust Bank	Details of Account options	Refer to Finance WG
687	20/7/2015	NCC	Notification of temporary road closure u6537 Thomas Halliday homes	Displayed in window
688	23/7/2015	NCC	Consultation on draft planning protocols	Response by P & CS WG
689	24/7/2015	Action for children	Request for information re community grant scheme	Referred to web site
690	27/7/2015	Bedlington Utd Junior Football Club	Resubmission of small grant application	Agenda item
691	30/7/2015	NCC	Request for response to B Dalton – lack of bins Cambois links	Already responded – council's position reiterated.
692	31/7/2015	Active Northumberland	Request to post information in Newsletter and notice boards	Awaiting display materials
693	31/7/2015	NCC	Update on NCC local plan – core strategy	Refer to P & CS WG
694	4/8/2015	NCC	Request for meeting dates – in order to provide updates on Town Plans	Responded
695	5/8/2015	Microsoft	Renew notice of licenses - £79.99	Clerk to renew
696	6/8/2015	NCC	Letter advising the resignation of Barry Rowland	Noted
697	7/8/2015	NCC	Notification of meeting Gallagher Park Steering Group	Noted
698	7/8/2015	NALC	E- News letter	Received
699	12/8/2015	NCC	Training – Planning Protocols	2 Councillors + 2 Clerks attending
700	13/8/2015	Emma Mc Gleenan	Request for research information	Clerk to respond
701	13/8/2015	Northumberland CAB	Request for information on parish newsletter	Responded
702	14/4/2015	NCC	Reminder – Annual Town & Parish conference	Places reserved
703	16/8/2015	Simone Simpson	Request to be added to Allotment waiting list	Declined – outside Parish boundaries
704		NCC	Resubmission of planning application – land north of 93, Rothesay Terrace 15/02586/ful	Referred to P & CS WG
705	19/8/2015	NALC	Notification of AGM – 10.30 Sat 17 October – Storey Park	Noted
706	19/8/2015	NCC	Invitation for Clerk to attend Tour of Britain celebrations – 9/10 September	Noted
707	19/8/2015	Friends of East Meets West Black Belt Academy	Small grant request	Agenda item

SCHEDULE OF EXPENDITURE

PAYMENT REFERENCE	DETAILS	AMOUNT £
V45	PlaySafety Ltd – Annual Inspections	561.60
V46	Hieghley Gate – summer bedding	490.00
DD	BT	104.52
V47	Northumberland County Council	276.00
V48	Councillor Alex Wallace	83.10
V49	Keenleysides - hardware	13.76
V50	Hags-SMP – play are repairs Heritage Gardens	1498.56
V51	HFF Civil Engineering Ltd – play area repairs – Wembley Terrace	540.00
V52	BDO LLP – external audit	480.00
V53	Andrew Thornton - mileage expenses	146.25
V54	Northumberland County Council - payroll July	4622.22
V55	Northumbrian Water – Cambois Allotments	210.28
V55	Northumbrian Water - East Sleekburn Allotments	44.52
V56	Society of Local Council Clerks - subscriptions	167.00
DD	Bank Charges	21.10
V57	Jenny Tindale - expenses	66.15
V58	Impact Work wear – high viz vests	41.98
V59	Bad Apples North East – Cambois fun day	295.00
V60	Mini Pony Hire – Cambois fun day	160.00
V61	Barry Mead – tile making Cambois fun day	45.00
V62	Birch Landscapes – grounds maintenance	2130.00
V63	R Thornton - clerk's expenses – polycarbonate Cambois beach shelter etc	320.76
V64	Keenleysides - Hardware	11.53
V65	Glasdon – lamppost mounted bin inners	145.58
V66	J A Tindale - Expenses	46.03
DD	BT	108.74
V67	Northumberland County Council – 1 st installment – floral display SLA	1613.94
V68	Radio Northumberland – Cambois fun day	75.00
V69	Hadrian Medical Services – First Aid – Cambois fun day	96.00
DBB	Bank Charges	12.20

BANK RECONCILIATION

Balance as per Bank Statements on 31st July 2015

Current Account
Deposit Account
Petty Cash

Cq No
784
791
794
796

Less Unpresented Cheques

Add Unbanked Cash

NET BANK BALANCES AS AT 31 July 2015

CASH BOOK

Opening Balance
Add Receipts in year
Less Payments
Closing Balance per Cash Book

£		£
111001.61		
0.12		
0.00		111001.73
X		845.23
		0.00
		110156.50
		71059.73
		94546.93
		55450.16
		110156.50

Prepared By

Checked By

APPENDIX D

2014/15		2015/16			
Forecast Outturn	East Bedlington Parish Council - Budget 2015/16	Proposed Budget 2015/16	Actual 20 Aug	Predicted spend Rest of year	Forecast Outturn
	Management & Support				
	Staff Costs				
41450	Staff salaries	51440	17245	34195	51440
2427	Ni Employers Contribution	3810	1260	1550	2810
24	Payroll Administration	30	8	16	24
900	Travel / Subsistence	900	221	679	900
5200	Rent	5200	2600	2600	5200
180	Cleaning	180		180	180
1020	Telecoms	1020	465	555	1020
300	Web site - hosting	300		300	300
0	Photocopying	0		0	0
100	Postages	120	32	88	120
750	Printing & Stationery	750	179	571	750
70	IT equipment & Support	0		0	0
0	Furniture & Equipment	0		0	0
80	Refreshments	20	3	17	20
1854	Insurances	2000	1814	0	1814
300	Audit - Internal	300	300	0	300
400	Audit - External	500	400	0	400
1046	Subscriptions NALC / General	1050	1035	0	1035
50	Publications	50		50	50
35	Data Protection Registration	35	35	0	35
250	Bank Charges	250	89	161	250
2700	Publicity	3000	1545	1455	3000
500	Councillor Training / expenses	500	202	298	500
20	Protective Clothing	20	35	0	35
59656		71475	27468	42715	70183
	Recreation & Leisure Services				
631	East Bedlington Fun Day/ Church Events	1500	750	0	750
0	Heritage walks / Talks	200		200	200
153	Gardening Competition	200		200	200
45716	Restoration of East Bed Comm Centre	0	574	0	574
50	Remembrance Day	50		50	50
46550		1950	1324	450	1774
	Environmental Services				
5400	Allotments	2400	265	2135	2400
8620	Floral Displays	9000	2446	6554	9000
5000	Repairs & Maintenance	7000	5742	1758	7500
290	Station Walk	0		0	0
4338	War Memorials	0		0	0
16020		18400	8453	10447	18900
	Grants & Subsidies				
4000	Grants & Donations	4000	350	2650	3000
5000	East Bedlington Community Centre	5000	5000		5000
3600	Schools & Communities	4000	4540	0	4540
12600		13000	9890	2650	12540
	Other Services				
1400	Xmas Lights & celebrations	5500	833	4667	5500
200	Civic Events	200	125	75	200
1600		5700	958	4742	5700
0	Loan Repayments	31000	0	28000	28000
90930	Actuals / Base Budgets	141525	48093	89004	137097
	Special Non recurring Items				
0	EBCC - Restoration Works	0	0	1500	1500
0	Cambois allotments	3000	3316	0	3316
0	Allgood allotments	3050		3050	3050
0	Temporary accomodation	10400		10400	10400
0	Notice Board	400	430	0	430
50955		16850	3746	14950	18696
2908	Contingencies	10000		12161	12161
146838	Total Expenditure	168375	51839	116115	167954

Income

142610 Precept	173845	86617	86618 	173235
2777 Fees & Charges	2900	3079	10	3089
295 Bank Interest	350		350	350
0 Contribution (to) / from Balances	-10000		-10000 	-10000
0 Loan - PWLB	0			0
1280 Sundry Income	1280		1280	1280
0 Grants	0			0
146838	168375	89696	78258	167954
Total Income				