

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 St John's Church Hall, Bedlington station on **Tuesday 6th September 2016 at 6.00 pm.**

The Agenda for the meeting is set out below.

Ron Thornton
Parish Clerk

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 Parish Council Meeting held on 5th July 2016.
- 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 Clerk's 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 / BANK RECONCILIATION**
To note the cleared balance at and the bank reconciliation attached at (Appendix C).
- 11 BUDGET MONITORING REPORT (to Follow)**

12 SMALL GRANTS & DONATIONS

To consider the recommendations of the Finance & General Purposes Working to award the following small grants and donations;

12.1 Donation of £100 to Community Action Northumberland

12.2 To make a donation of gifts up to a maximum of £100 to the Shalksmuhle Society [Bedlington's Twin Town in Germany]

12.3 To award a small grant of £300 to East Meets West Black Belt Academy to help with expenses associated with competing in the world championships in Portugal.

13 EXTENTION OF BIN RENEWALS PROGRAMME

To Consider a supplementary estimate of £5,000 to replace the existing free standing bins in Bedlington Station Town Centre.

14 BUS SHELTER RENEWAL PROGRAMME

(1) To approve the proposed schedule of Bus Shelter renewals

(2) To consider bringing Phase 1 of the programme forward to the current year and approving a supplementary estimate of £16,000 or bringing both Phase 1 and Phase 2 forward and approving a supplementary estimate of £35,000.

15 REPLACEMENT FENCING KHAN'S CAR PARK

To approve emergency repairs in the sum of £420 to prevent an escalation of anti-social behaviour.

16 ALLGOOD TERRACE ALLOTMENTS

To approve the sum of £500 as a contribution towards the total cost of £8,791 to replace the perimeter fencing.

17 REVIEW OF STANDING ORDERS

To consider the recommendations of the Finance and General Purposes as follows;

17 (1) That SO1 [Meetings] be amended to include a clause whereby any reference to a Committee would be equally applicable to a standing working group with the exception of SO 67 [Exclusion of Press and Public].

17 (2) That SO 15j [order of business] be replaced by "To authorise the signing of orders for payment"

17 (3) To amend SO38 [Resolutions on Expenditure] whereby the Responsible Financial Officer determines what amount constitutes "substantial and or capital expenditure and the procedure which should then follow.

17 (4) To amend SO39 [Expenditure] whereby orders for the payment of money should be amended to require the signature of one member and the Clerk, to reflect current practice and the Council's bank mandate.

17 (5) That SO48 [Sub-Committees] be amended to add the words "whichever is the greater" in order to make grammatical sense and clarity. And that a further provision be added to require at least 2 members to be present at a working group.

17 (6) That SO54b [Accounts and Financial Statement] be deleted as it does not reflect current practice and modern payment methods. That SO54c be partially deleted removing the requirement for each Councillor to be provided with a schedule of receipts and payments at the year end. The rationale being that a schedule of receipts and payments is provided at each meeting throughout the year and that the Annual Accounts are produced and reported at the year end.

17 (7) That SO75(i) [Planning Applications] be amended to reflect the current records kept. That SO75(ii) be deleted as the Council does not have a planning committee and no executive powers can be delegated to a working group.

That SO75(ii) be replaced by a requirement for a schedule of all planning applications to be considered by full Council before making the Council's official response, with the exception that urgent decisions [i.e. where the time allowed for statutory consultees comments would have expired before the next parish Council meeting] may be made under delegated authority provided all such decisions are included on the planning schedule and clearly marked "determined under delegated authority"

That SO75(iii) be added giving delegated authority to the Clerk in consultation with the Chair / Vice Chair to determine the Council's response.

18 REVIEW OF FINANCIAL REGULATIONS

18 (1) FR3.4 [Budgetary Control] That the threshold for delegated authority to authorise urgent expenditure be increased from £200 to £500.

18 (2) FR5.1 – 5.4 [Banking Arrangements and Cheques] That this section of financial regulations be rewritten by the RFO to reflect current procedures and arrangements.

18 (3) FR6.1 – 6.6 [Payment of Accounts] That this section of financial regulations be rewritten by the RFO to reflect current procedures and arrangements.

18 (4) FR 11.1(i) [Contracts] That the lower threshold for whereby it is necessary to obtain 3 quotations be increased from £200 to £500. This will ensure there is no conflict with FR3.4.

19 LOCAL TRANSPORT PLAN PRIORITIES

To consider the recommendations of the Planning and Corporate Strategy Working Group as follows;

19.1 06191 Junction at Millbank Road and Allgood Terrace restrictions to improve safety at the junction

19.2 6659 speeding vehicles through this section of Cambois endangering children C403 North View / South View

19.3 06725 To help residents of Bridge Terrace request of TRO gable end of 40 Bridge Terrace – Entrance of Welwyn TT Electronics

20 MATTERS FOR DECISION

20.1 Invitation to Annual Conference – 19 & 20 October 2016 – Birmingham - £130 plus accommodation + travel

20.2 Whether to take up the Direct Access Scheme for Local Councils

20.3 Whether to apply for a NALC Star Councils award

20.4 Whether to take the opportunity to become Rural Domestic Violence Champion

20.5 Whether to apply for a Council of the week award

20.6 To consider a response to a consultation paper regarding the Public Spaces Protection Order for the Control of Dogs

20.7 To consider putting forward a candidate for the NALC Larger Councils Committee 2017/2018

20.8 To consider whether to send a delegate to the Third Annual Town & Parish Conference on Thursday 13th October 2pm & 6pm

21 OUTSIDE BODIES

To receive reports from delegates on outside bodies

21.1 East Bedlington Community Centre – report to follow

21.2 Bedlington Forum – report circulated

21.3 NALC – report circulated.

21.4 Parish Liaison Working Group – report circulated

22 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 4th October at 6.00pm venue to be confirmed.

EAST BEDLINGTON PARISH COUNCILLORS: Derek Burton, Eddie Dickson, Joe Dobie, Andy Allman, David Graham, Nicola Hogarth, Allan Stewart, Keith Grimes, Alex Wallace, Andy Watson and Allan Douglas.

Appendix A

SCHEDULE OF CORRESPONDENCE RECEIVED.

Ref No	Date	Name	Details	Action
880	24/06/2016	NCC	Local Transport Plan- request for top 3 priorities. Response required 31/08/2016	Referred to Planning & Corporate Strategy WG
881	30/06/2016	NCC	Information and presentation slides – planning training	Circulated to members
882	01/07/2016	Northumberland CAN	Request for donation	Agenda item
883	01/07/2016	NCC	Area Committee notification 13 th July at Choppington Welfare	Noted
884	05/07/2016	NCC	Planning determination 16/01615/FUL – 3 Stone Cottages, Havelock Villas - Granted	Noted
885	08/07/2016	NALC	Invitation to Annual Conference – 19 & 20 October 2016 - Birmingham	Agenda item
886	12/07/2016	NCC	Review of charging arrangements for inert DIY waste at Household Waste Recovery Centres	Circulated to members - noted
887	13/07/2016	NALC	Direct Access Scheme for Local Councils	Agenda item
888	14/07/2016	NCC/Active Northumberland	Update Gallagher Park Pavilion	Noted
889	15/07/2016	NALC	NALC Star Councils - information	Referred to Planning & Corporate Strategy WG Agenda item
890	15/07/2016	NALC	Bulletin on National Developments & Meetings	noted
891	15/07/2016	Ina Kinghorn	Letter of complaint Stead Lane Bus Shelters	Noted
892	20/07/2016	Bedlington Community High School	Letter of thanks relating to Breakfast Club funding and photograp	noted
893	20/07/2016	N'Land CAN	News – summer issue	Noted
894	22/07/2016	NALC	Bulletin on national developments and meetings -22 nd July	Noted
895	29/07/2016	NALC	Bulletin on national developments and meetings – 29 th July	Noted
896	03/08/2016	NCC	Confirmation from Senior Planning Officer – planning not required for Cambois Play Area	Noted

897	03/08/2016	Go North East	Simplified Fares for Young People, Students and Apprentices from 24/8/16	Noted
898	05/08/2016	Vera Baird	Opportunity to become Rural Domestic Violence Champion & campaign info	Agenda item
899	05/08/2016	The Pensions Regulator	Acknowledgement of declaration of compliance	noted
900	05/08/2016	NCC	Planning ref: 16/02542/FUL proposed 2 storey extension; provision for 2 parking spaces; 24 Dene View West - observations by 26/8	Ref Planning & Corporate strategy
901	05/08/2016	NALC	Bulletin on national developments and meetings – 5 August 2016	noted
902	05/08/2016	NCC	Planning ref: 15/02542/FUL proposed side 2 storey extension; provision of 2 parking spaces – 24 Dene View West Comments by 26/08/2016	noted
903	05/08/2016	NALC	Bulleting on national developments and meetings 5 th August	Noted
904	15/08/2016	NCC	Variation of condition 21 15/03843/FUL Land North of Earth Balance – Gas Mitigation	Noted
905	16/08/2016	Northern Gas Networks	Launch of Community Promises Fund	Noted
906	19/08/2016	NCC	Community Regeneration Team update	Noted
907	19/08/2016	NCC	Planning ref: 16/02443/FUL demolition of existing outhouse, with new 2 storey side extension and extension to the lounge to the rear – 28 Hudson Avenue	Agenda item
908	23/08/2016	NALC	Council of the week information	Agenda item
910	23/08/2016	NCC	Town & Parish Liaison Working Group meeting notification, agenda 1 st September and minutes	Agenda item
911	23/08/2016	Contact - Morpeth	Request for funding staff salaries and rent	noted
912	23/08/2016	NHS	Stakeholder update	noted
913	24/08/2016	NCC	Public Spaces Protection Order for the Control of Dogs consultation	Agenda item
914	25/08/2016	SENUG	Details of next public meeting Tuesday 13 th September ; 19.30 at Morpeth Town Hall	noted
915	26/08/2016	NALC	Invitation to Clerks or Councillors of Larger Councils to be put forward to the NALC Larger Councils Committee 2017/2018	Agenda item
916	26/08/2016	NCC	Notification of Third Annual Town & Parish Conference Thursday 13 th October 2pm & 6om	Agenda item
917	30/08/2016	North'land NALC	N'land NALC E: News	noted

SCHEDULE OF EXPENDITURE

PAYMENT REFERENCE	DETAILS	AMOUNT £
V046	Franks Flooring – 15, Station St	600.00
V047	Sleekburn Estates - Buildings insurance recharge – 15, Station St	578.69
V048	Mr D Roberts (Joinery) – 15, Station St	105.00
DBB	BT	264.75
V049	Glasdon Uk Ltd – Bin Renewals	4799.08
V050	R & L Keenleyside Ltd – Paint & hardware items	370.08
V051	M Doherty - painter 15, Station Street	360.00
V052	AME Building Contractors Ltd – Electrical 15, Station St	462.00
V053	M Doherty paint seats, Bins etc	308.00
V054	Justsport Ltd – sponsorship Gallagher Park football comp	223.99
V055	Browell Smith & Co - legal fees – lease Community Centre	2212.88
V056	ABS Business Supplies Ltd - stationery	43.18
V057	Watsons Haulage – Skips	484.00
V058	Total Business Group – photocopier rental	16.92
V059	Playsafety Limited – Rospa inspections	574.56
V060	24/7 Business Support Ltd – IT 15, Station St	390.00
V061	ABS Business Supplies Ltd - stationery	77.78
V062	Northumberland County Council - payroll	6165.87
V063	Alex Wallace Expenses	69.60
DBB	Bank Charges	24.10

V064	Impact Workwear Limited – protective clothing	103.15
V065	A Burns – roofing 15, Station St	559.94
V066	R Thornton - Expenses	107.26
V067	Watsons Haulage -skips	232.00
V067	Watsons Haulage - skips	464.00
V068	Northumbrian Water – Sleekburn Allotments	39.53
V068	Northumbrian Water – Cambois Allotments	65.72
V069	EBCC recharge - final payment of Quantity Surveyors pre-contract fees	3480.00
V070	Coast Technology Ltd – relocate CCTV	266.09
V071	Total Business Group Ltd – photocopier rental	10.60
V072	Glasdon – Bin Jennings Field	284.38
V073	Uk Specialist Ambulance Service – Cambois Gala	150.00
V074	Total Business Group Ltd – annual Photocopier rental	180.00
V075	R & L Keenleyside - hardware	51.03
V076	Mick Whitfield – installation of bins	730.00
DBB	BT - telephony	159.00
V077	NUM - Wreaths	25.00
V078	JA Tindale - expenses	89.10
V079	Northumberland County Council - payroll august	6621.08
V080	Northumberland County Council - SLA - Floral Display	1646.22
V081	Muckle - Lease 15 Station Street	576.00
V082	Birch Landscapes – grounds maintenance	984.00
V083	East Bedlington Community Centre – Restoration grant	90000.00

Appendix C

BANK RECONCILIATION

Balance as per Bank Statements on 31st July 2016

Current Account

Deposit Account

Petty Cash

Less Unpresented Cheques

CQ No

806

938

949

950

951

952

953

	£	£
	153114.54	
	0.12	
	0.00	153114.66
		75.00
		250.00
		696.00
		105.25
		3480.00
		266.09
		10.60
	X	4882.94
		148231.72
		138734.20
		117333.60
		107836.08
		148231.72

Add Unbanked Cash

NET BANK BALANCES AS AT 31st July 2016

CASH BOOK

Opening Balance

Add Receipts in year

Less Payments

Closing Balance per Cash Book

Prepared by

Checked by