

Minutes of a Parish Council Meeting held on 6th September 2016, 6.00 pm at St Johns Parish Hall.

PRESENT

Councillors;

Andy Allman

Eddie Dickson

David Graham

Keith Grimes

Nichola Hogarth

Allan Stewart (Vice Chair)

Alex Wallace (Chair)

IN ATTENDANCE

Parish Clerk, Assistant Parish Clerk, County Councillor Jeff Gobin, PCSO's Dave Johnson and Wayne Turnbull and 3 members of the community.

OPEN SESSION

The Chair to invited members of the public present to put questions or draw relevant matters to the attention of the Council, prior to commencement of business. The Chair announced that Councillor Stewart would be leaving the meeting early to attend the inauguration of Reverend Ian Hennebry and that the entire Council congratulated him on his appointment. He also announced the resignation of Councillor Andy Watson who felt that due to his work commitments that the vacancy could be better filled with someone with more time to devote. Reverend Ian Henerbry advised that he understood that residents of St Johns West had complained about parking and enquired where church users could park without creating a disturbance. The Assistant Clerk referred to a number of public parking spaces in the Town Centre. She advised that residents had previous complained about patrons of Bedlington Station Social Club and that their complaints had been referred to the licencing authority.

CO40/16 APOLOGIES FOR ABSENCE

Councillor Allan Douglas (leave of absence); Councillor Derek Burton (work commitments).

CO41/16 MINUTES OF THE LAST MEETING

RESOLVED

That the minutes of the Parish Council Meeting held on 5th July 2016 be signed as a true record.

CO42/16 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

CO43/16 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.

There were no declarations of interests.

CO44/16 POLICE REPORT

PCSO Turnbull provided an update on Bedlington crime statistics. There was a noted rise in youth disorder including an incidence of egg throwing to which the main group had been identified. He also

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reported on a vehicle fire in West View that was being treated as arson. One youth had been retained and their enquiries were ongoing. He also reported that the travellers were expected to leave Cambois school site that evening and that the police had visited the site on a number of occasions.

RESOLVED

That the police report be noted.

CO45/16 CORRESPONDENCE

At the request of Councillor Stewart correspondence relating to item 891 (Bus shelters at Stead lane) was read out and it was agreed that this would be considered in conjunction with agenda item 14. He also referred to item 906 regarding the Community regeneration update and he referred to his discussions with NCC officials. The chair announced that NCC would be considering a report in October and that the Council could expect a significant announcement then.

RESOLVED

That the correspondence be noted.

Councillor Stewart left the meeting.

CO46/16 CLERKS REPORT

The Clerk's announced the following;

- Play equipment at Northfield had been decommissioned
- All allotments had been let and there was a waiting list of 4 people
- A quotation had been received for additional grass cutting in selected areas in the sum of £250 + disposal estimated at £50.
- The first tranche of £90,000 had been transferred to East Bedlington Community Centre.

RESOLVED

That the clerks report be noted.

CO47/16 INVOICES & PAYMENT VOUCHERS

Members considers the schedule of invoices and payment vouchers as follow;

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

RESOLVED

That the schedule of invoices and payment vouchers be approved.

CO48/16 FINANCIAL POSITION / BANK RECONCILIATION

The clerk referred to the bank reconciliation attached as submitted to the council in (Appendix C).

RESOLVED

That the Council approves the bank reconciliation and notes the cleared balance at 30th June of £171,665.24.

CO49/16 BUDGET MONITORING REPORT

The Clerk referred to the budget monitoring report that had been circulated at the meeting. He drew attention to the projected year- end balance which was some £30,000 greater than originally budgeted for due to delays with the restoration of East Bedlington Community Centre and additional grant funding received. The clerk advised that members may wish to take into account the Council's improved financial position when considering items later on the agenda.

RESOLVED

That the budget monitoring report be noted.

CO50/16 SMALL GRANTS & DONATIONS

The Council considered the recommendations of the Finance & General Purposes Working Group 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.

RESOLVED

That the Council approves the grants recommended by the Finance and General Purposes Working Group.

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CO51/16 WORKING GROUPS

Members considered the minutes of the following working groups;

- Finance and General Purposes 30 August 2016
- Allotments & Environment 20 July 2016
- Planning & Corporate Strategy 11 August 2016

RESOLVED

That the minutes of the working groups be noted.

CO52/16 EXTENTION OF BIN RENEWALS PROGRAMME

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

RESOLVED

That a further 12 bins be purchased and installed in Bedlington Station town centre.

CO53/16 BUS SHELTER RENEWAL PROGRAMME

The Council considered a 3 phase programme for bus shelter replacements taking account of the minutes of the Allotments & Environment working group on 20th July 2016. Members were advised that it was possible to bring forward the programme to the current year thanks to a substantial contribution from County Councillor Jeff Gobin and they considered two options as follows;

- (1) To bring Phase 1 of the programme forward to the current year and approve a supplementary estimate of £16,000
- (2) To bring both Phases 1 and 2 forward and approve a supplementary estimate of £35,000.

Councillor Graham enquired as to whether a similar contribution from the ward councillor in Bedlington East could be made in order that elements of phase 3 could be progressed.

RESOLVED

- (1) **To approve the proposed schedule of Bus Shelter renewals**
- (2) **To approve option 2 and a supplementary estimate of £35,000**
- (3) **That Councillor Val Tyler be approached with a request for financial support.**

CO54/19 REPLACEMENT FENCING KHAN'S CAR PARK

The Council considered emergency fencing repairs in the sum of £420 at Khan's car park to prevent an escalation of anti-social behaviour in the area.

RESOLVED

To approve the emergency repairs in the sum of £420 to be funded from existing contingencies.

CO55/16 ALLGOOD TERRACE ALLOTMENTS

The Council considered making a contribution towards the total cost of £8,791 to replace the perimeter fencing at Allgood Terrace Allotments.

RESOLVED

That a contribution of £500 be approved.

CO56/16 REVIEW OF STANDING ORDERS

Members considered 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 for clarity. Also that a further provision be added to require at least 2 council 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.

RESOLVED

- (1) That the amendments to standing orders be approved.**
- (2) That the amended version be circulated to all councillors.**

CO57/16 REVIEW OF FINANCIAL REGULATIONS

The clerk referred to minutes of the Finance and General Purposes working group and to the rewritten sections 5 and 6 which he had circulated providing the rationale for the recommended changes outlined below;

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 whereby it is necessary to obtain 3 quotations be increased from £200 to £500. This will ensure there is no conflict with FR3.4.

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RESOLVED

- (1) That the amendments to financial regulations be approved.**
- (2) That the amended version be circulated to all councillors.**

CO58/16 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.

RESOLVED

That the recommendations of the Planning and Corporate Strategy Working Group be approved and notified to Northumberland County Council.

CO59/16 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

RESOLVED

- (1) That any member wishing to attend should contact the clerk.**
- (2) Not to take up the Direct Access Scheme for larger councils at the present time.**
- (3) To apply for a NALC Star Council's award when it was appropriate to do so.**
- (4) That the matter be referred to the trustees of East Bedlington Community Centre.**
- (5) To apply for Council of the week award at the appropriate time**
- (6) That the Council supports the proposals outlined in the Public Spaces Protection Order for the Control of Dogs and that NCC commence consultation on a restriction order at Cambois beach similar to that in operation at Blyth and Newbiggin.**
- (7) Not to put forward a candidate for the NALC Larger Councils Committee 2017/2018.**
- (8) That councillor Graham should attend the Third Annual Town & Parish Conference on Thursday 13th October at 2pm and that a second attendee be identified for the 6.00pm session.**

CO60/16 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

RESOLVED

That the reports from delegates be noted.

CO61/16 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.