



To: ALL MEMBERS OF THE COUNCIL

You are hereby requested to attend a meeting of EAST BEDLINGTON PARISH COUNCIL to be held in the Bayard Room, East Bedlington Community Centre, Bedlington, on Tuesday 3 March 2020 at 6.00pm.

The agenda for the meeting is set out below.

Ron Thornton
Parish Clerk

28 February 2020

OPEN SESSION

The Chair to invite members of the public to put questions or draw relevant matters to the attention of the council, prior to the commencement of business. This is for a period of 15 minutes overall and is limited to 3 minutes per person. The Chair of the Council will inform the member of the public of the action to be taken, that is, to be passed to a Working Group; go on the next agenda; or that their points will be taken into consideration if already on the agenda.

Councillors are not allowed to participate on this part of the meeting, other than to ask direct questions for clarification. The general public are not permitted to participate in the remainder of the meeting.

AGENDA

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 Tuesday 4 February 2020.

3. MATTERS ARISING FROM THE MINUTES

To note matters arising from the minutes that are not included as agenda items as discussed at the Services Working Group 17 February 2020.

4. DISCLOSURE OF INTERESTS & REQUESTS FOR DISPENSATION

To receive from members, disclosure of any personal or prejudicial interest in respect of any items included on the agenda and to consider any requests for dispensation.

5. POLICE REPORT

6. NCC COUNCILLORS REPORTS

To receive written reports from elected members on business relating to East Bedlington Parish.

7. CORRESPONDENCE

To note the correspondence received (attached at Appendix A) and the actions taken and proposed.

8. CLERK'S REPORT

9. SCHEDULE OF RECEIPTS

To note the schedule of receipts attached at Appendix B

10. INVOICE & PAYMENT VOUCHERS

To approve the schedule of expenditure attached at Appendix C.

11. FINANCIAL POSITION

To approve the bank reconciliation and note the cleared balance of £223,842.99, Appendix D.

12. BUDGET MONITORING REPORT

To note the budget monitoring report attached at Appendix F.

13. SMALL GRANTS & DONATIONS

- Reiverdale Scouts

14. PLANNING APPLICATIONS

To offer comment on planning applications as listed at Appendix E.

15. REVIEW OF THE SYSTEM OF INTERNAL CONTROL

To approve the review of the System of Internal Control.

16. STAFFING COMMITTEE

To note the following:

- Completion of the Annual Review of Salaries in accordance with Standing Order 14.
- Approval of and authorisation for the Clerk to issue revised/updated Contracts of Employment and Job Descriptions
- Approval of a Flexi-time Scheme which will come into effect from 1st April 2020 (attached at Appendix I)
- Approval of Grievance and Disciplinary Procedures (attached at Appendix G & H)

17. WORKING GROUPS

To receive the draft minutes of:

- (i) Services Working Group 17 February 2020
- (ii) Finance & General Purposes Working Group 27 February 2020 (to be circulated at the Meeting).

18. MATTERS FOR DECISION

To consider the following matters:

- (i) Invitation to Wansbeck Valley Foodbank AGM - Monday 16 March 2020 - Holy Sepulchre Church at 7.00pm

19. 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 held on Tuesday 7 April 2020 6pm.

**EAST BEDLINGTON PARISH COUNCILLORS: Steve Aynsley, John Batey, Helen Bradford,
Allan Douglas, Jane Greensitt, Paul Hedley, Lynda Mason, Keith Scantlebury, Allan Stewart, Mike
Trimming, Alex Wallace**

SCHEDULE OF CORRESPONDENCE

ACTION

230	31/01/2020	NCC - Planning	20/00328/BT proposal to remove phone box 01670 822192	Ref Services WG
231	31/01/2020	NCC - Planning	20/00329/BT proposal to remove phone box 01670 822398	Ref Services WG
232	03/02/2020	NCC - Planning	Determination 19/04785/FUL proposed single story rear extension; double story side extension; loft conversion; detached double garage	Ref Service WG
232 (b)	03/02/2020	NCC	Notice of Damage to Bus Shelter	NCC advised that damage relates to timetable which is the responsibility of NCC.
233	04/02/2020	NCC	Notice of making a Public Spaces Protection Order for the control of dogs	Noted
234	04/02/2020	Highlights PR	Draft Press Release Gallagher Park Live	Ref Events WG
235	04/02/2020	North'land ALC	Member Councils Survey ASB & Petty Crime	Ref Services WG
236	05/02/2020	North'land ALC	Members update 5 Feb 20	Circulated to members
237	06/02/2020	NCC - Planning	Retrospective 20/00046/FU erection of a single-story store to rear of restaurant and fence, including trellis	Ref Services WG
238	06/02/2020	NCC	Confirmation of repair to underpass lighting.	Reported to full council
239	07/02/2020	NCC	Local Transport Plan details and notification of meeting dates	Ref Services WG
240	07/02/2020	NCC - Planning	Determination 19/04628/FUL Installation of dropped kerbs in front driveway	Ref Services WG
241	07/02/2020	NALC National	Chief Executives Bulletin	Circulated to members

242	09/02/2020	Richard Wearmouth	Response to Chairman's letter	Meeting date awaited
243	11/02/2020	NCC Regeneration	Request for date for monthly liaison meeting with Clerks	Arranged 03/03/2020
244	09/02/2020	Mr. A Younger	Notice of water leak at Cambois Allotments	Emergency repairs carried out
245	12/02/2020	Reiverdale Scouts	Small Grant Application	Agenda Item
246	13/02/2020	Blyth Town Council	Information regarding Regional ROSPA inspector and Trainer	Noted.
247	13/02/2020	Port of Blyth	Press Release in relation to Free Port opportunity	Circulated to Members
248	14/02/2020	NALC National	Chief Executives Bulletin	Circulated to members
249	17/02/2020	NCC	TTRO – B1331 Stead Lane Bedlington	Circulated to members
250	19/02/2020	NCC	Notice of Local Area Committee – Cramlington, Bedlington & Seaton Valley – Wednesday 26 February at Concordia Leisure Centre 4.00pm	Forwarded to Chair/Services Chair
251	19/02/2020	Wansbeck Valley Food Bank	Invitation to AGM – Monday 16 March 2020 – Holy Sepulchre Church at 7.00pm	Agenda item
252	22/02/2020	Job Centre	Request to provide website link to the Job Centre	Clerk
253	24/02/2020	NCC	Ian Bell Motorcycles – New signage and shop front cladding – observations by 16 March 2020.	Agenda item
254	24/02/2020	Councillor Bill Crosby	Referral from North East Fabrications regarding commemorative benches	Refer to Services Working Group
255	25/02/2020	HM Treasury	Notice of transfer of PWLB tole to HM Treasury	No Action required.

APPENDIX B
Schedule of Receipts

DATE	SUPPLIER	DETAIL	AMOUNT (£)
03/02/2020	K Balmer - Plot 528	Allotment Rents	70.00
06/02/2020	Various Plot holders	Allotment Rents	1214.94
24/02/2020	Harris / Sample	Allotment Rents	140.00

APPENDIX C
Schedule of Payments

DATE	SUPPLIER	DETAIL	AMOUNT (£)
03/02/2020	Garston Entertainments	Gallagher Park Live – Headline Act 50% Deposit	4650.00
03/02/2020	Total Business Group	Photocopier charges	58.32
05/02/2020	WL Straughan	Installation of seats & bins at Jennings Field	1422.00
05/02/2020	24/7 Business Support	Telephony	122.64
6/2/2020	Broxap	Seats Jennings Field	2296.80
6/2/2020	Total Business Group	Photocopier charges	58.32
6/2/2020	Total Business Group	Photocopier charges	99.03
06/02/2020	BT	Telephony	85.80
12/02/2020	Touring Pantos	Deposit – Beauty & the Beast	200.00
21/02/2020	Lloyds Bank	Service Charges	22.84
26/2/2020	Stakeford Folk	Burns Night Band	350.00
26/2/2020	A Thornton	Car Mileage expenses Oct – Mar 20	292.50
26/2/2020	East Bedlington Community Centre	Balance of Office Rent	105.00

APPENDIX D

BANK RECONCILIATION		£	£
Balance as per bank statements on 24/02/ 2020			
Current Account		226732.99	
Deposit Account		0.12	
Petty Cash		0	226733.11
Less Unpresented Cheques	CQ No		
	806	75	
Total Business Group		58.32	
Parish Council.net		600	
Broxap		2296.8	
			3030.12
Add Un banked Cash			
Allotment Rents			140.00
			223842.99
CASH BOOK			
Opening Balance		182577.69	
Add receipts in year		307544.90	
less payments		266279.60	
			223842.99
Prepared By		Date	
Checked By			

**APPENDIX E
PLANNING**

Date	Application ref	Proposal	address	comments
31/01/2020	20/00328/BT	Remove phone box 01670 822192	Rear of No.4 PC01 Gay Street, North Blyth NE24 1SE	Observations by 21 Feb
31/01/2020	20/00329	Removal of phone box 01670 822398	PCO / Taylors Buildings Bedlington NE22 5PL	Observations by 21 Feb
03/02/2020	19/04785/FUL	Single story rear extension; double story side extension; loft conversion and double garage.	33 Melrose Avenue Bedlington NE22 5LL	Determination Granted
06/02/2020	20/00046/FUL	Retrospective -erection of a single story store to rear of restaurant and fence including trellis	14 Station Road Bedlington NE22 5HB	Observations by 27 Feb
07/02/2020	19/04628/FUL	Installation of dropped kerbs in front of driveway	Stone House Glassey Terrace Bedlington NE22 5LN	Determination - Granted
24/02/2020	20/00484/FUL	New signage and shop front cladding – observations by 16 March 2020.	Ian Bell Motorcycles 62 Rothesay Terrace, Bedlington, NE22 5PU	Observations by 16 March 2020