



**To: ALL MEMBERS OF THE COUNCIL**

You are hereby requested to attend a virtual meeting of EAST BEDLINGTON PARISH COUNCIL to be held via ZOOM on 2 June 2020 at 6.00pm.

The agenda for the meeting is set out below.

**Ron Thornton**

**Parish Clerk**

28 May 2020

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**OPEN SESSION**

**Any member of the public wishing to be virtually present at the meeting should contact the Clerk by e-mail, not later than 12 noon on the day of the meeting. They will then receive an invite to the Zoom meeting room shortly before the start of the meeting.**

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 minute** 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 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 Annual and the Parish Council meetings held on Tuesday 5<sup>th</sup> May 2020.

**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 interest in respect of any items included on the agenda and to consider any requests for dispensation.

**5. RESIGNATION OF COUNCILLOR JANE GREENSITT**

To formally accept the resignation of Councillor Jane Greensitt.

**6. SCHEDULE OF COUNCIL MEETINGS**

To approve the proposed Schedule of Meetings (attached at appendix G) in accordance with the recommendations of the Services Working Group, including a recommendation to review the same after a period of 6 months

**7. APPOINTMENT TO OUTSIDE BODIES**

To elect Members / Officers to outside bodies taking note of the recommendations of the Services Working Group 19th May 2020.

7.1 Northumberland Association of Local Councils – Nomination, Councillor Alex Wallace (Proposed by Councillor John Batey and seconded by Councillor Mike Trimming).

6.2 Management Board – East Bedlington Community Centre – Nominations, Councillor John Batey; Councillor Keith Scantlebury; Clerk and Deputy Clerk (proposed by Councillor Allan Stewart and seconded by Councillor Paul Hedley).

6.3 Blyth Offshore Windfarm Demonstrator Wind Farm Community Benefit Fund – Nomination Councillor John Batey (proposed by Councillor Alex Wallace and seconded by Councillor Allan Stewart).

## **8. APPOINTMENT OF STAFFING COMMITTEE**

To appoint 3 members to the Staffing Committee considering the recommendations of the Services Working Group, to nominate Councillors Trimming, Hedley, and Bradford (in addition to the Chair & Vice Chair) who are ex-officio members.

## **9. POLICE REPORT**

## **10. NCC COUNCILLORS REPORTS**

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

## **11. CORRESPONDENCE**

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

## **12. CLERK'S REPORT**

## **13. SCHEDULE OF RECEIPTS**

None.

## **14. INVOICE & PAYMENT VOUCHERS**

To approve the schedule of expenditure attached at Appendix C.

## **15. FINANCIAL POSITION**

To approve the bank reconciliation and note the cleared balance of £271300.31, Appendix D.

## **16. BUDGET MONITORING REPORT**

To note the budget monitoring report attached at Appendix F.

## **17. INTERNAL AUDIT REPORT 2019/20**

17.1 To receive the Internal Auditor's Certificate, report and details of work carried out.

17.2 To consider the re-appointment of Mr. J A Ainsworth as the Council's Internal Auditor.

## **18. ANNUAL GOVERNANCE RETURN 2019/20 (SECTION 1)**

To approve the Annual Governance Return (section 1) and authorize the Chair to sign it on behalf of the Council.

## **19. ACCOUNTING STATEMENTS 2019/20 (SECTION 2)**

To approve the Accounts for 2019/20 and authorize the Chair to sign Section 2 – Accounting Statements 2019/20 on behalf of the Council.

## **20. SMALL GRANTS & DONATIONS**

20.1 To note the delegated decision of the Clerk to donate £500 to the Blyth Star Enterprises Food Bank project.

## **21. PLANNING APPLICATIONS**

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

## **22. REPAIRS & MAINTENANCE – CAMBOIS ALLOTMENTS**

22.1 To consider a quotation from HFF to carry out essential fencing repairs at Cambois allotments.

22.2 To waive financial regulations to allow the works to be expedited.

22.3 To approve the allocation of £3,000 from contingencies to supplement the existing budget and to allow the clearance of a potentially dangerous pigeon loft.

**23. WORKING GROUPS**

To receive the draft minutes of:

- (i) Services Working Group 19 May 2020

**24. VJ Day – 75<sup>th</sup> Anniversary marking Victory in Japan and the end of WW II**

To consider if, and in what way, the Parish Council should commemorate the 75<sup>th</sup> anniversary of VJ Day (15<sup>th</sup> August 1945).

**25. MATTERS FOR DECISION**

To consider the following matters:

- (i) To consider renewing the council's watering contract with HFF Ltd on the same terms as last year.
- (ii) To consider quotation received from GW Shelter Solutions in the sum of £4,693 to replace the Bus Shelter formerly adjacent to the Bank Top public house, considering the Services working Group recommendation.
- (iii) To consider whether to conduct a Strategic Spending Review due to the impact of the Coronavirus and key decisions that will need to be taken in the coming months.

**26. 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 a virtual meeting to be held on Tuesday 7<sup>th</sup> July 2020 6pm.

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

**SCHEDULE OF CORRESPONDENCE**

**ACTION**

76	29/04/2020	Northumberland ALC	Member Council update 29 April	Circulated to members
77	01/05/2020	CAN	CAN Enews	Circulated to members
78	01/05/2020	NCC - Planning	Consultation 20/00026/FUL – 2 Windmill Farm Smallholdings	Agenda item
79	01/05/2020	NALC National	Chief Executives Bulletin	Circulated to members
80	04/05/2020	NALC National	Coronavirus information for Parish and Town Councils	Circulated to members
81	05/05/2020	Stead Lane Primary School	Note of thanks re Fair Shares delivery	Noted
82	06/05/2020	Northumberland ALC	NALC Enews	Circulated to members
83	06/05/2020	NCC	Request for confirmation of 2020/21 meeting dates	Deputy Clerk to respond
84	06/05/2020	SENRUG	Member update	Circulated to members
85	07/05/2020	NALC National	NALC Newsletter 7 May	Circulated to members
86	07/05/2020	Port of Blyth	Invite to POB online public meeting	Circulated to members
87	07/05/2020	NALC National	Chief Executives Bulletin	Circulated to members
88	11/05/2020	Northumberland CVA	Covid 19 key contacts	Noted
89	1/05/2020	Port of Blyth	Press release e major site enhancements	Circulated to members /website
90	12/05/2020	NALC National	Coronavirus – information for Parish & Town Councils	Circulated to members
91	12/05/2020	Northumberland ALC	NALC ENews	Circulate to members
92	13/05/2020	NCC	Northumberland Line survey works update	Circulated to members
93	13/05/2020	Northumberland ALC	NALC ENews	Circulated to members
94	14/05/2020	NALC National	Corona Virus Update for Parish & Town councils	Circulated to members
95	15/05/2020	Port of Blyth	Harbour Views - Port News	Circulated to members
96	15/05/2020	NALC National	Chief Executives Bulletin	Circulated to members
97	20/05/2020	J Greensitt	Letter of Resignation	Vacancy posted
98	20/05/2020	Came & Company	Insurance renewal	Clerk to respond
99	20/05/2020	NCC	Reopening of coastal car parks	Circulated to members posted on website
100	21/05/2020	Northumberland ALC	NALC E News	Circulated to members

101	22/05/2020	V Cummings	Garden competition entry	Services WG
102	22/05/2020	NALC National	Chief Executives Bulletin	Circulated to members
103	22/05/2020	NCC - Planning	Determination 20/00745/COU	Agenda item
104	26/05/2020	Northumberland ALC	NALC Enews	Circulated to members

**APPENDIX B**  
**Schedule of Receipts**

DATE	SUPPLIER	DETAIL	AMOUNT (£)

**APPENDIX C**  
**Schedule of Payments**

DATE	SUPPLIER	DETAIL	AMOUNT (£)
04/05/2020	Zoom	Annual subscription	143.88
07/05/2020	BT	Telephony	89.88
11/05/2020	PWLB	Loan Repayment	12520.35
14/05/2020	J A Ainsworth	Internal Auditor Fee	350.00
14/05/2020	G Birch	Grounds Maintenance	444.00
14/05/2020	Sleekburn Farms	Allotment Lease	60.00
18/05/2020	24/7 Business Support	Telephony - April	122.64
18/05/2020	24/7 Business Support	Telephony - May	122.64
18/05/2020	24/7 Business Support	Rechargeable - EBCC	102.00
18/05/2020	24/7 Business Support	Set up of Team Viewer	78.00
19/05/2020	Lloyds	Bank charges	7.80
26/05/2020	Northumberland County Council	License - defibrillator	24.00
26/05/2020	Blyth Star Enterprises	Donation to food bank	500.00
26/05/2020	SLCC - J Tindale	subscription	254.00
27/05/2020	Came & Company	Insurance	4312.79
27/05/2020	Northumberland County Council	Payroll May 2020	7117.77

**BANK RECONCILIATION**

Balance as per bank statements on 27/05/ 2020

	£	£
Current Account	278672.96	
Deposit Account	0.12	
Petty Cash	0	278673.08
Less Unpresented Cheques		
	CQ No	
	806	75
	Cheque	180
	Payroll	7117.77
		7372.77
Add Un banked Cash		
Allotment Rents		271300.31
<b>CASH BOOK</b>		
Opening Balance	173518.35	
Add receipts in year	139797.00	
less payments	42015.04	
		271300.31

**Prepared By**

**Date**

**Checked By**

**APPENDIX E  
PLANNING**

<b>Date</b>	<b>Application ref</b>	<b>Proposal</b>	<b>address</b>	<b>comments</b>
01/05/2020	20/00026/FUL	Conversion of existing buildings into cattery and construction of storage shed	2 Windmill Farm Smallholdings Choppington Road Choppington NE62 5TJ	Observations by 22 May 2020  Services WG  No objections
06/05/2020	20/00331/PREAPP	Residential development for 48 dwellings with associated access and area of public open space.	Land to North Of Spring Ville East Sleekburn Bedlington	Observations 27 May 2020  Services WG  Request to meet with developer re S106
22/05/2020	20/00745/COU	Change of use from A1 retail to A4 licensed premises (micro pub)	18 Station Street Bedlington NE22 7JN	Determination  Granted