

To: **ALL MEMBERS OF THE COUNCIL**

You are hereby summonsed to attend the meeting of **WEST BEDLINGTON TOWN COUNCIL** to be held at **Bedlington Community Centre**, Front Street West, Bedlington.  
On Thursday 8th June 2023 at 6.30pm.



**WEST BEDLINGTON**  
TOWN COUNCIL

The agenda for the meeting is set out below.  
Steven Young - Town Clerk  
31<sup>st</sup> May 2023

**PRESENTATIONS**

- Northumbria Police have been invited to provide their Quarterly Police Report (Part C item g.)
- The alcom group – presentation in support of a Wayleave Agreement request (Part B 2g.) in respect of the installation and repair of electronic communication apparatus at land forming part Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT ND 8941

**QUESTIONS TO THE COUNCIL**

- The Chair will invite members of the public present to put questions and bring matters to the attention of the Council.
- This question time will last for a period of up to 15 minutes overall (which may be extended if the Chairman deems it necessary)
- To give every member of the public a fair chance of asking a question, the number of questions asked by any individual person may be limited at the Chairs discretion. The above covers both verbal and written submissions.
- Any member of the public who speaks should first state their name and address.  
**Please note that Members of the Public are not permitted to speak after question time is completed.**

**PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.**

<b>Attendance / Apologies and Declarations of Interests.</b>	
a.	<b>Apologies for Absence.</b> i. To receive and note any apologies for absence from Councillors. ii. To consider and determine any dispensations for absent Councillors.
b.	<b>Declaration of Interests.</b> i. Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 12th July 2012. ii. To consider any requests for dispensations. Members are reminded that if they have any personal interests of a prejudicial nature, they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification should contact the Town Clerk.

**PART B – MATTERS FOR DECISION**

**1. MINUTES OF THE LAST MEETINGS / SUMMARY OF DELEGATED DECISIONS**

<b>Details of Meeting or Delegated Decisions</b>	
a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 11th May 2023.
b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.

**2. MATTERS FOR DISCUSSION / DECISION**

<b>Matters for Discussion / Decision</b>	
a.	<b>Annual Return of Accounts 2022/23 – Annual Internal Audit Report.</b> In accordance with The Accounts and Audit Regulations 2015. i. The Council are requested to note and approve The Annual Internal Audit report of May 2023. ii. To consider and agree to any actions arising from the report of the internal auditor. All papers distributed to members in advance of the meeting.

b.	<p><b>Annual Return of Accounts 2022/23 – Annual Governance Statement.</b></p> <p>In accordance with The Accounts and Audit Regulations 2015. The Council are requested to approve The Annual Governance Statement 2021-22 (Section 1 Annual Return of Accounts) in advance of considering the Approval of Accounts for 2022-23. All papers distributed to members in advance of meeting.</p>						
c.	<p><b>Annual Return of Accounts 2022/23 – Accounting Statements.</b></p> <p>In accordance with The Accounts and Audit Regulations 2015. Only after approval of The Annual Governance Statement 2022 – 23 (at b above). The Council are requested to approve the 2022 -23 Accounting Statements (Section 2 Annual Return of Accounts) As already signed by the Council’s Responsible Finance Officer. All papers distributed to members in advance of meeting.</p>						
d.	<p><b>Annual Return of Accounts 2022/23 – Year on Year Variances.</b></p> <p>The Council are requested to approve the explanation of year on year variances provided by the Councils Responsible Finance Officer. All papers distributed to members in advance of meeting.</p>						
e.	<p><b>Setting the Period for the Exercise of Public Rights. Accounts 2022/23.</b></p> <ol style="list-style-type: none"> <li>i. The Council are asked to note the dates (Thursday 22 June 2023 and Wednesday 2 August 2023) chosen for the period for the exercise of public rights. The inspection period must include the first 10 working days of July.</li> <li>ii. The Council are further asked to note the date (Wednesday 21 June 2023) of publishing the relevant Notice advertising the dates which public rights may be exercised.</li> </ol>						
f.	<p><b>Reserves</b></p> <ol style="list-style-type: none"> <li>i. The Council are asked to review and decide upon any amendments to The Councils current provision of reserves held over for specific projects / identified future spending reserves. (Details of current Specific Reserves distributed to members).</li> <li>ii. The Council are requested to discuss and decide upon a request from Dr Pit Allotment Association to release specific reserves of up to £2,260 for the purchase of a Community Defibrillator. Background – The Council set aside £2,260 for the use of Dr Pit Allotment Association as a condition of the assignment of the allotment lease. The Allotment Association have obtained a quote of £1,932 for the purchase of a defibrillator and cabinet.</li> </ol>						
g.	<p><b>Wayleave Agreement Request</b></p> <p>The Council are requested to discuss and decide upon a request from the alncom group to enter into a Wayleave Agreement in respect of the installation and repair of electronic communication apparatus at land forming part Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT ND 8941. (Agreement distributed to members).</p>						
h.	<p><b>Chairs Update and any Reports from External Meetings.</b></p> <ol style="list-style-type: none"> <li>i. The Chair will make any relevant announcements and provide updates to members.</li> <li>ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</li> </ol>						
i.	<p><b>Services Committee.</b></p> <ol style="list-style-type: none"> <li>1. The Services Committee Chair will provide a verbal report of any meeting decisions from the most recent meeting.</li> </ol>						
j.	<p><b>Planning Working Group</b> <b>Planning Applications – Considered by Planning Working Group - Where Comments Have Been Requested.</b></p> <p>After considering any recommendation of its Planning Working Group, The Council are asked to discuss and decide if it wishes to make any comments in relation to the Planning applications received for comment.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Ref.</th> <th style="width: 65%;">Description</th> <th style="width: 20%;">Response Due Date</th> </tr> </thead> <tbody> <tr> <td>23/01674/FUL</td> <td>Single storey rear extension, porch extension to front elevation and garage conversion Location 22 Nottingham Court Hazelmere Bedlington Northumberland NE22 6PE</td> <td>14th June 2023.</td> </tr> </tbody> </table> <p>Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).</p>	Ref.	Description	Response Due Date	23/01674/FUL	Single storey rear extension, porch extension to front elevation and garage conversion Location 22 Nottingham Court Hazelmere Bedlington Northumberland NE22 6PE	14th June 2023.
Ref.	Description	Response Due Date					
23/01674/FUL	Single storey rear extension, porch extension to front elevation and garage conversion Location 22 Nottingham Court Hazelmere Bedlington Northumberland NE22 6PE	14th June 2023.					
k.	<p><b>Other Working Groups / Committees (items for decision or discussion).</b></p> <ol style="list-style-type: none"> <li>1. Any Recommendations from Other Working Groups for decision by full Council.</li> <li>2. Any Other Items from Working Groups) – The Working Group Chair will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</li> </ol>						

i.	<p><b>Bank Reconciliation</b></p> <p>i. The Council are requested to APPROVE the suggested amendment to its Financial Regulations (Section 2.2 ACCOUNTING AND AUDIT (INTERNAL AND EXTERNAL) to reflect the change in Bank Reconciliation procedure. (Distributed to members).</p> <p>ii. The Council are asked to APPROVE a checked bank reconciliation of £324,149.13 as of 31<sup>st</sup> May 2023 and a Deposit Account Balance of £100,764.88 as of 31<sup>st</sup> May 2023.</p>
----	--

**PART C – MATTERS FOR INFORMATION OR TO BE NOTED**

<b>Matters for Information or To Be Noted</b>				
a.	<p><b>Correspondence.</b></p> <p>The Council are requested to accept all correspondences and the actions noted in respect of each.</p>			
	Ref	From	Brief Description	Action Taken
	118	Elections – Northumberland County Council	Return Of Result Of Uncontested Election	Noted + Circulated
	119	Northumberland County Council	Latest Northumberland News and Jobs May 5, 2023	Noted + Circulated
	120	Northumberland County Council	Cramlington, Bedlington & Seaton Valley LAC - Tuesday 16 May	Noted + Circulated
	121	Bedlington Salvation Army	Note of Thanks for Coronation Coins	Noted + Circulated
	122	Northumberland County Council	Latest Northumberland News and Jobs May 12, 2023	Noted + Circulated
	123	Northumberland County Council	Latest Northumberland News and Jobs May 19, 2023	Noted + Circulated
	124	Alcom	Wayleave Agreement Request	Noted + Added to Agenda
	125	Northumberland County Council	Community Chest Scheme	Noted + Circulated
	126	NALC	Enews May 2023	Noted + Circulated
	127	Highways – Northumberland County Council	TTRO 134257511 B1331 Beech Grove, Brook Court, Bedlington	Noted + Circulated
	128	Carers Northumberland	Carers Week 5-11 <sup>th</sup> June!	Noted + Circulated
	129	Northumberland Line Project Team Northumberland County Council	Northumberland Line Newsletter - May 2023	Noted + Circulated
	130	SENUG	Public Meeting - Thursday 13th July 2023 and Other News	Noted + Circulated
b.	<b>Consultations.</b>			
	From	Description	Details	
	Local Government Boundary Commission for England (LGBCE)	Electoral Review of Northumberland	Comments on proposals by 10 July 2023 Write to: Review Officer (Northumberland) LGBCE PO Box 133 Blyth NE24 9FE	
	Northumberland County Council	Bedlington Active Travel Corridor - Public Consultation	Open to all – return by 26 <sup>th</sup> May 2023 <a href="https://haveyoursay.northumberland.gov.uk/transport/bed-luf-public-consultation/">https://haveyoursay.northumberland.gov.uk/ transport/bed-luf-public-consultation/</a>	
c.	<b>Invitations.</b>			
	From	Event	Response Details	
	None For This Meeting			

d.	<b>Schedule of Payments and Receipts.</b> Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.			
	Payee	Amount £. p	Description	Notes
	Reay Security Limited	83.04	CCTV Charges	
	Wireless Logic Limited	539.14	CCTV SIM Charges	
	Malcolm Wilkinson	130.00	Internal Audit	
	Smart Office Systems Ltd	27.48	Printer Costs	
	Reay Security Limited	432.00	Meadowdale Gates SLA	
	Northumberland Association of Local Councils	1,603.02	NALC Annual Subscription	
	Reay Security Limited	809.64	CCTV Charges	
	Bedlington Salvation Army	500.00	Food Bank Donation	S137
	Bedlington Food Bank	500.00	Food Bank Donation	S137
	Wansbeck Valley Food Bank	500.00	Food Bank Donation	S137
	Talk Talk Business	48.54	Telephone + Internet	
	House of Hamilton	270.00	Jubilee Games - Toilets	
	The Tower Mint Ltd	3,958.80	Coronation Coins	
	Crosby Hire	415.80	Chair Hire – Family Festival	
	Northumberland County Council	3,950.86	May Payroll Costs	
	Kompan Scotland Ltd	129.24	Swing Replacement Parts	
	I Stage Group	3,900.00	Family Festival – Performance Fee	
	Wireless Logic Limited	539.14	CCTV SIM Charges	
	Reay Security Limited	83.04	CCTV Charges	
	Northumberland County Council	467.00	Election Costs – Casual Vacancy	
e.	<b>Other Planning Applications</b> Where comments have <b>not</b> been requested.			
	<b>Ref.</b>	<b>Description</b>		
	22/04060/FUL	Planning Appeal Notification Land South West Of 21 Front Street East Bedlington Northumberland Inspectorate Ref: APP/P2935/W/23/3322006		
f.	<b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council.</b>			
	<b>Ref.</b>	<b>Description</b>	<b>Decision</b>	
	23/00993/FUL	Proposed gate piers and small wall to join up to existing gate piers and wall of site A Location Plot B Land West Of 62 Station Road Stannington Morpeth Northumberland NE61 6NN	GRANTED	
g.	<b>Police Report.</b> The Council are requested to NOTE the report provided. The next scheduled regular report is for June 2023 meeting.			
h.	<b>Matters for Information Only</b> – Any matters pertaining to the Council, that members would like to bring to the attention of other members and residents. For Information only no proposals or voting on these matters. 1. Councillor – Any matters for information only. 2. Town Clerk – Annual Leave / Office Closure – The Council Office will be closed on Friday 9 <sup>th</sup> June 2023 – Friday 16 <sup>th</sup> June 2023. 3. Town Clerk - Advance Agenda Item – The 2024-25 Local Transport Plan Programme Consultation for submission by Friday 28th July 2022. (Distributed details to members in advance).			
i.	<b>Date of Next Meeting.</b> The next scheduled meeting of the Council will be on Thursday 13th July 2023 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 5th July 2023.			

**PART D – EXEMPT BUSINESS.**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

<b>Matters for Discussion / Decision / Information</b>	
a.	None For This Meeting.

**WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:** Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jane Todd, Diane Wallace, Russ Wallace.