

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 11th July 2024 at 6.30pm.

The agenda for the meeting is set out below.

Steven Young - Town Clerk

3rd July 2024



PRESENTATIONS

- Bedlington Imagination Library have been invited to support their Community Chest Application (Part B 2b.)

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.

Attendance / Apologies and Declarations of Interests.	
a.	Apologies for Absence. i. To receive and note any apologies for absence from Councillors. ii. To consider and determine any dispensations for absent Councillors.
b.	Declaration of Interests. 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

Details of Meeting or Delegated Decisions	
a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 20th June 2024.
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

Matters for Discussion / Decision	
a.	<p>Finance</p> <ul style="list-style-type: none"> i. Actual Reserves on 31st March 2024. The Council are asked to review and update (if necessary) its current reserve provisions. (Detail of current provisions distributed to members) ii. Review of Reserves Policy. The Council are requested to review and (if appropriate) revise the Councils current policy on the provision of “reserves”. (Current policy distributed to members.) iii. Finance Update. The Council are asked to review the current years expenditure against its current year’s budget and (if appropriate) make recommendations to bring both inline. (Report distributed to members). iv. Investment Strategy. The Council are requested to (after review) approve the Draft Investment Strategy. (Draft strategy distributed to members). v. Review of Standing Orders. The Council are asked to review and if appropriate update its current Standing Orders. (Copy distributed to members) No changes proposed / recommended). vi. Review of Financial Regulations. The Council are requested to review and if appropriate update its current Financial Regulations. (Copy distributed to members) No Changes proposed / recommended.
b.	<p>Community Chest / Funding Requests.</p> <p>The Council are requested to discuss and decide upon: A Community Chest Application from Bedlington Imagination Library (Application distributed to members).</p>
c.	<p>2025 Summer Family Event</p> <p>The Council are requested to approve the production and advertisement of a “tender or expression of interest document” for the provision of a 2025 Summer Family Event.</p>
d.	<p>ROSPA Annual Safety Reports -Statutory Requirement to maintain Play Areas in a safe manner.</p> <p>In relation to the Play Area Annual Safety Reports provided by ROSPA, The Council are asked to review, discuss, and decide upon:</p> <ul style="list-style-type: none"> i. Accept all safety observations and arrange for all safety remedial work to be carried out at all three play areas. In relation to other “non safety” observations the Council are asked to decide if they wish to: ii. Church Lane – arrange for the repositioning of the football pitch posts? iii. Church Lane – remove graffiti on Dino Rocker? iv. Church Lane – replace damaged (though not dangerous) part on Carousel Rotator Pole? v. Church Lane – remove graffiti on Multiplay Toddler? vi. Meadowdale – replace or repaint Seat? vii. Meadowdale – remove graffiti on Multiplay Climber Nexus? viii. Meadowdale – repaint Rocker Seesaw? ix. Meadowdale – remove graffiti on Rocker Springer? x. Meadowdale - install grass matting to prevent further wear? xi. Meadowdale - dismantle and lift Trampoline, to remove litter and weeds underneath? xii. Westlea – replace or repaint litter bin? xiii. Westlea – purchase and install a “warning sign” for the Muga area? xiv. Westlea – repair surface holes Mixed Swings?

e.	<p>Christmas Tree</p> <p>The Council are requested to confirm which type of tree they would prefer for the Market Place. There are 2 options a Sidka Spruce which is normally around 30 ft tall or a Nordman Fir which is normally around 25ft. tall. The Nordman has longer lasting needle retention and photographs of the 2 trees are attached for your information.</p>												
f.	<p>Gateway Feature Refurbishment</p> <p>The Council are asked to agree to the refurbishment of the “Locomotion” Gateway feature located at the bottom of Attlee Bank, Bedlington.</p>												
g.	<p>Credit / Debit Card Payment Machine</p> <p>The Council are requested to approve the purchase of a Credit / Debit Card Payment Machine to facilitate the taking of payment for Council events etc.</p> <p>The purchase price is not expected to exceed £200; transaction fees are likely to be less than 2% of the payment made and payments will be received into the Councils bank account net of the fees within 3 working days. (If approved and a machine purchased, the Council will be required to update its current Financial Regulations and Internal Controls).</p>												
h.	<p>Planning</p> <p>Planning Applications – Where Comments Have Been Requested.</p> <p>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"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td>24/01931/FUL</td> <td>Small external side storage for wheelchair and other disable equipment. Location 2 Hallwood Close Nedderton Village Northumberland NE22 6BG</td> <td>12th July 2024</td> </tr> <tr> <td>24/01694/CCD</td> <td>Change of Use from Use Class C3 (residential) to C2 (home for young person). 17 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU</td> <td>18th July 2024</td> </tr> <tr> <td>24/02224/FUL</td> <td>Pitched roof over existing flat garage roof and existing windows and doors modified and render applied to external face of bungalow and garage. Location 2 Meadow Court The Chesters Bedlington Northumberland NE22 6HT</td> <td>23rd July 2024</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	24/01931/FUL	Small external side storage for wheelchair and other disable equipment. Location 2 Hallwood Close Nedderton Village Northumberland NE22 6BG	12 th July 2024	24/01694/CCD	Change of Use from Use Class C3 (residential) to C2 (home for young person). 17 Featherstone Grove Hazelmere Bedlington Northumberland NE22 6NU	18 th July 2024	24/02224/FUL	Pitched roof over existing flat garage roof and existing windows and doors modified and render applied to external face of bungalow and garage. Location 2 Meadow Court The Chesters Bedlington Northumberland NE22 6HT	23 rd July 2024
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h.	<p>Working Groups / Committees (items for decision or discussion).</p> <ol style="list-style-type: none"> Any Recommendations from Working Groups for decision by full Council. 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. 												
i.	<p>Bank Reconciliation</p> <p>The Council are asked to APPROVE a checked bank reconciliation of £93,650.14 as of 30th June 2024 and a Deposit Account Balance of £319,847.68 as of 30th June 2024.</p>												

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

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a	<p>Chairs Update and any Reports from External Meetings.</p> <p>i. The Chair will make any relevant announcements and provide updates to members.</p> <p>ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</p> <p>iii.</p>																																																																																										
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c.	<p>Schedule of Payments and Receipts.</p> <p>Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Amount £. p</th> <th>Description</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Northumberland County Council</td> <td>1,620.00</td> <td>Traffic Management for Bedlington Fair June</td> <td></td> </tr> <tr> <td>Northumberland County Council</td> <td>5,112.97</td> <td>May Payroll Costs</td> <td></td> </tr> <tr> <td>Reay Security Ltd -</td> <td>83.04</td> <td>CCTV Church Lane Play Area</td> <td></td> </tr> <tr> <td>Smart Office Systems Ltd</td> <td>9.60</td> <td>Printer Costs</td> <td></td> </tr> <tr> <td>Robert L Eastway Springview PTY</td> <td>6,250.00</td> <td>3 x Old Style Bus Shelters Refurbishment.</td> <td></td> </tr> <tr> <td>DL Maintenance & Repair</td> <td>516.00</td> <td>Front Street Litter Bins Door Hinge Replacements</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>809.64</td> <td>CCTV Charges – Various Locations</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>446.40</td> <td>Meadowdale Gates</td> <td></td> </tr> <tr> <td>Noble Funfairs</td> <td>-3,200.00</td> <td>Income Contribution Summer Family Event</td> <td></td> </tr> <tr> <td>Talk Talk Business</td> <td>59.42</td> <td>Telephone + Internet</td> <td></td> </tr> <tr> <td>Crosby Hire</td> <td>54.00</td> <td>Chair Hire Recharge</td> <td></td> </tr> <tr> <td>DL Maintenance & Repair</td> <td>282.75</td> <td>Bus Shelter Panel Replacements</td> <td></td> </tr> <tr> <td>Reay Security CCTV</td> <td>83.04</td> <td>Cemetery Gates</td> <td></td> </tr> <tr> <td>ROSPA Play Safety</td> <td>362.40</td> <td>Play Area Annual Safety Reports</td> <td></td> </tr> <tr> <td>Business Instant Access Account</td> <td>217,802.00</td> <td>Bank Account Transfer</td> <td></td> </tr> <tr> <td>Northumberland County Council</td> <td>5,112.97</td> <td>June Salary Costs</td> <td></td> </tr> <tr> <td>Reay Security</td> <td>83.04</td> <td>CCTV Church Lane</td> <td></td> </tr> <tr> <td>HAGs-SMP Ltd</td> <td>614.40</td> <td>Zip Wire replacement Parts</td> <td></td> </tr> <tr> <td>Wireless Logic Limited</td> <td>539.14</td> <td>CCTV Sim Charges</td> <td></td> </tr> <tr> <td>Treasurers Account</td> <td>-217,802.00</td> <td>Bank Account Transfer</td> <td></td> </tr> <tr> <td>Lloyds Bank</td> <td>-116.17</td> <td>Interest Business Instant Access</td> <td></td> </tr> </tbody> </table>			Payee	Amount £. p	Description	Notes	Northumberland County Council	1,620.00	Traffic Management for Bedlington Fair June		Northumberland County Council	5,112.97	May Payroll Costs		Reay Security Ltd -	83.04	CCTV Church Lane Play Area		Smart Office Systems Ltd	9.60	Printer Costs		Robert L Eastway Springview PTY	6,250.00	3 x Old Style Bus Shelters Refurbishment.		DL Maintenance & Repair	516.00	Front Street Litter Bins Door Hinge Replacements		Reay Security	809.64	CCTV Charges – Various Locations		Reay Security	446.40	Meadowdale Gates		Noble Funfairs	-3,200.00	Income Contribution Summer Family Event		Talk Talk Business	59.42	Telephone + Internet		Crosby Hire	54.00	Chair Hire Recharge		DL Maintenance & Repair	282.75	Bus Shelter Panel Replacements		Reay Security CCTV	83.04	Cemetery Gates		ROSPA Play Safety	362.40	Play Area Annual Safety Reports		Business Instant Access Account	217,802.00	Bank Account Transfer		Northumberland County Council	5,112.97	June Salary Costs		Reay Security	83.04	CCTV Church Lane		HAGs-SMP Ltd	614.40	Zip Wire replacement Parts		Wireless Logic Limited	539.14	CCTV Sim Charges		Treasurers Account	-217,802.00	Bank Account Transfer		Lloyds Bank	-116.17	Interest Business Instant Access	
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d.	Other Planning Applications Where comments have not been requested.		
	Ref.	Description	
	24/01970/NONMAT	Non Material Amendment (to allow relocation of 2 no. roof windows to South Elevation plus the addition of 1 new roof window to West Elevation) on approved application 21/02154/FUL- Woodland View 4 Shields Road Hartford Bridge NE22 6AL	
e.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council.		
	Ref.	Description	Decision
	24/01283/FUL	Second Floor pitched roof extension over existing rear GF extension Location 8 Centurian Way The Chesters Bedlington Northumberland NE22 6LD	REFUSED
	23/04568/FUL	Erection of 2No. contemporary container buildings for small businesses within use class E (a, c, e & g) Location Land North East Of 8 Market Place Market Place Bedlington Northumberland	GRANTED
	24/01394/FELTPO	Tree Preservation Order: Felling of 20 Ash trees and Pune back 1 Oak Tree by 2-3m Location Land West Of Byre Dene House Penny Lane Hartford Hall Estate Bedlington Northumberland	PERMIT
	24/01380/FUL	Side elevation extension Location 14 Newark Close Hazelmere Bedlington Northumberland NE22 6PD	GRANTED
	24/01452/FELTPO	Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington Northumberland NE22 6AX	REFUSED
f.	Police Report. The next scheduled regular report is for September 2024 meeting.		
g.	Matters for Information Only 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. <ol style="list-style-type: none"> Councillors – Any matters for information only. Town Clerk – Annual Leave. A reminder that The Town Clerk will be on annual leave for 1 week commencing Monday 15th July 2024. The Council office will be open Monday and Friday mornings (9.30am to 1pm) only. Town Clerk – Future agenda Item – the annual request from Northumberland County Council Highways Department for the Councils 3 Highways priorities (2025-26 Local Transport Plan Programme) will be included within the August meeting’s agenda. 		
h.	Date of Next Meeting. The next scheduled meeting of the Council will be on Thursday 8th August 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 31 st July 2024.		

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.

	Matters for Discussion / Decision / Information
	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.