

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 20th June 2024 at 6.30pm.

The agenda for the meeting is set out below.

Steven Young - Town Clerk

12th June 2024



WEST BEDLINGTON
TOWN COUNCIL

PRESENTATIONS

- Northumbria Police have been invited to provide their Quarterly Police Report (Agenda Item Part C item g.).

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 9th May 2024.
b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.
c.	To NOTE the draft minutes of the Annual Meeting of The Town held on 9th May 2024

2. MATTERS FOR DISCUSSION / DECISION

Matters for Discussion / Decision	
a.	Annual Return of Accounts 2023/24 – Annual Internal Audit Report. 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 2024. 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.	Annual Return of Accounts 2023/24 – Annual Governance Statement. In accordance with The Accounts and Audit Regulations 2015. The Council are requested to approve The Annual Governance Statement 2023-24 (Section 1 Annual Return of Accounts) in advance of considering the Approval of Accounts for 2023-24. All papers distributed to members in advance of meeting.	
c.	Annual Return of Accounts 2023/24 – Accounting Statements. In accordance with The Accounts and Audit Regulations 2015. Only after approval of The Annual Governance Statement 2023 – 24 (at b above). The Council are requested to approve the 2023 -24 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	
d.	Annual Return of Accounts 2023/24 – Year on Year Variances. 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.	
e.	Setting the Period for the Exercise of Public Rights. Accounts 2023/24. i. The Council are asked to note the dates (Friday 21 June 2024 to Thursday 1 August 2023 inclusive) chosen for the period for the exercise of public rights. The inspection period must include the first 10 working days of July. ii. The Council are further asked to note the date (Thursday 20 June 2024) of publishing the relevant Notice advertising the dates which public rights may be exercised. Copy of notice distributed to members.	
f.	Potential Errors in Annual Return – Qualification The external auditors have suggested that ahead of submitting the Annual Return, it is “good practice” for Councils to consider how any minor errors (if any) are to be dealt with. The options are: (a) Asking us to return the AGAR for the clerk / RFO to correct, initial the amendment and return so the final, published return is materially correct and we are able to consider an unqualified opinion in the report we give at AGAR Section 3. If this option is taken, we will comment on the amended error as an ‘other matter’ and recommend the Authority ensures it is not repeated in future years. There will be a small charge for this option; or (b) Accepting a qualification of our opinion at AGAR section 3. This will avoid the costs and delay associated with correction but mean that the final published return is materially incorrect, and care will be needed in 2024/25 to ensure that the 2023/24 figures are restated to avoid the error carrying over	
g.	Staffing i. The Council is requested to discuss and decide upon a further extension of the employment of the current locum clerk (Miss Gillian Turner) until December 2024. (should it be required). ii. The Council are requested to discuss and decide (in principle only) if it wishes to procure permanent support to assist The Town Clerk.	
h.	Front Street Flowerpots and Troughs. The Council is asked to discuss and decide upon a proposal to spend up to £25k from unspecified reserves on the planting of existing pots on Front Street for this summer, followed by the purchase, installation and “planting up” of new Flowerpots and Troughs for later this year.	
i.	Christmas Tree The Council are requested to discuss and decide upon the provision of this year’s Christmas Tree.	
j.	Chairs Update and any Reports from External Meetings. i. The Chair will make any relevant announcements and provide updates to members. ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.	
k.	Community Chest / Funding Requests. The Council are requested to discuss and decide upon: A Community Chest Application from Bedlington Salvation Army. (Application distributed to members).	
l.	Planning Planning Applications – Considered by Planning Working Group - Where Comments Have Been Requested. 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.	
	Ref.	Description
	24/01452/FELTPO	Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington Northumberland NE22 6AX
		Response Due Date 21 st June 2024

	24/01460/PRUTPO	Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington Northumberland NE22 6AX	21 st June 2024
	24/01508/FUL	Change of use of dwelling house use class C3 to convert to a children's residential care home use class C2, including removal of porch, bay window and front boundary wall for extension of the driveway. 18 Hartford Road East Bedlington Northumberland NE22 6HZ	21 st June 2024
	24/01860/S106A	Variation of S106 agreement on approved planning application 16/04731/OUT dated 13 February 2019 (Completed S106) / 14 February 2020 (Deed of Variation) in order to update the wording relating to the Discount Market Value restriction Location Land South West Of Glebe Farm Choppington Road Bedlington Northumberland	28 th June 2024
Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).			
m.	Working Groups / Committees (items for decision or discussion). 1. Confirmation of Councillor membership to Working Groups. Currently: Events Working Group – Councillors Hedley, Henderson, Taylor, Todd, and D Wallace. Finance Working Group – Councillors Crosby and R Wallace. Neighbourhood Plan Working Group – Councillor Taylor. Planning Working Group – None to date. Services Working Group – Councillor Hedley. Staffing and Governance Working Group – Councillors Crosby, Taylor, and R Wallace. 2. Approval of Services Committee Minutes Meeting held on 23 rd November 2023 (copy distributed to members) 3. Any Recommendations from Working Groups for decision by full Council. 4. 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.		
n.	Bank Reconciliation i. The Council are asked to APPROVE a checked bank reconciliation of £ 330,290.95 as of 31 st May 2024 and a Deposit Account Balance of £101,929.51 as of 31 st May 2024.		
o.	Larger Council Forum The Council are requested to agree two representatives to attend the NALC Larger Council Forum meeting on 10 th July 2024 1pm to 3pm at County Hall Morpeth. Meeting Invitation distributed to members.		

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

Matters for Information or To Be Noted																			
a.	Consultations. <table border="1"> <thead> <tr> <th>From</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>None For This Meeting</td> <td></td> <td></td> </tr> </tbody> </table>			From	Description	Details	None For This Meeting												
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d.	Schedule of Payments and Receipts. Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT. <table border="1"> <thead> <tr> <th>Payee</th> <th>Amount £. p</th> <th>Description</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Bedlington Community Centre</td> <td>500.00</td> <td>Community Chest Funding</td> <td></td> </tr> <tr> <td>JP KM Bedingfield Blackhall Farm</td> <td>1,650.00</td> <td>Wooden Christmas Trees for schools</td> <td></td> </tr> <tr> <td>Crosby Hire</td> <td>372.00</td> <td>Chair Hire – Summer Event</td> <td></td> </tr> </tbody> </table>			Payee	Amount £. p	Description	Notes	Bedlington Community Centre	500.00	Community Chest Funding		JP KM Bedingfield Blackhall Farm	1,650.00	Wooden Christmas Trees for schools		Crosby Hire	372.00	Chair Hire – Summer Event	
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	House of Hamilton	800.00	Deposits for 2 day family festival													
	House of Hamilton	500.00	Summer Activities Coaches													
	Reay Security Limited	432.00	Meadowdale Gates Locking													
	Reay Security Limited	809.64	CCTV Charges													
	Wireless Logic Limited	539.14	CCTV Sim costs													
	Peak Physical Education	5,034.96	Jubilee Games													
	Talk Talk Business	59.42	Telephone and Internet													
	Reay Security Limited CCTV	83.04	CCTV Charges													
	PPL	170.63	Performance Licence Renewal													
	Champions UK Plc	10,440.00	Summer Event Performers													
	House of Hamilton	4,250.00	D Day Event													
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g.	<p>Police Report. Members are requested to NOTE the report provided. The next scheduled regular report is for September 2024 meeting.</p>															
h.	<p>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.</p> <ol style="list-style-type: none"> Councillor – Any matters for information only. Town Clerk – Annual Leave. 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. 															
i.	<p>Date of Next Meeting. The next scheduled meeting of the Council will be on Thursday 11th July 2024 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 3rd July 2024.</p>															

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	
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.