

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.  
On Thursday 11<sup>th</sup> July 2024 at 6.30pm.**



**PRESENTATIONS.**

- Bedlington Imagination Library were unable to attend the meeting to support their Community Chest application (Part B 2b.) and submitted their apologies.

**QUESTIONS TO THE COUNCIL**

- A resident asked if there was any update on the new bus shelter on Choppington Road, Bedlington. The Clerk was able to confirm that a cantilever style shelter had been ordered. There is an expected delivery time of approx. 12 weeks.
- Another resident suggested that in relation to the costs of the new bus shelter the housing developer should contribute. The Clerk advised that both the developer and planning enforcement had already been approached in relation to the developers' planning obligations and the costs of the shelter. The Council will continue to seek a contribution from the housing developer.

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

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
24/61		<b>In Attendance</b>	Councillors Hedley, Henderson, Taylor (Chair), Thompson, D Wallace and R Wallace. Town Clerk S Young, Asst to the Town Clerk G Turner, and three (3) members of the public.
24/62	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.	i. Apologies for absence from Councillors Crosby, Hogg and Todd were <b>NOTED</b> . ii. There were no dispensations for absence for this meeting.
24/63	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.	i. No Declarations of Interest for this meeting.  ii. No dispensations for this meeting.

**PART B – MATTERS FOR DECISION**

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

		Details of Meeting or Delegated Decisions	Determination
24/64	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 20 <sup>th</sup> June 2024.	<b>RESOLVED</b> that the minutes of the West Bedlington Town Council Annual Meeting held on 20 <sup>th</sup> June 2024 are <b>APPROVED</b> as a true record.
24/65	b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.	There were no matters arising from the minutes of the meeting held on 20 <sup>th</sup> June 2024.

## 2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
24/66	a.	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>i. <b>Actual Reserves on 31<sup>st</sup> March 2024.</b> The Council are asked to review and update (if necessary) its current reserve provisions. (Detail of current provisions distributed to members)</li> <li>ii. <b>Review of Reserves Policy.</b> The Council are requested to review and (if appropriate) revise the Councils current policy on the provision of “reserves”. (Current policy distributed to members.)</li> <li>iii. <b>Finance Update.</b> 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).</li> <li>iv. <b>Investment Strategy.</b> The Council are requested to (after review) approve the Draft Investment Strategy. (Draft strategy distributed to members).</li> <li>v. <b>Review of Standing Orders.</b> The Council are asked to review and if appropriate update its current Standing Orders. (Copy distributed to members) No changes proposed / recommended).</li> <li>vi. <b>Review of Financial Regulations.</b> The Council are requested to review and if appropriate update its current Financial Regulations. (Copy distributed to members) No Changes proposed / recommended.</li> </ul>	<ul style="list-style-type: none"> <li>i. <b>RESOLVED to APPROVE</b> the accept the current reserve provision (no adjustments currently).</li> <li>ii. <b>RESOLVED to APPROVE</b> after review, the current policy with no changes.</li> <li>iii. <b>RESOLVED to APPROVE</b> The financial update report distributed to members was <b>NOTED</b>.</li> <li>iv. <b>RESOLVED to APPROVE</b> the draft Investment Strategy.</li> <li>v. <b>RESOLVED</b> after review not to make any changes to the current Standing Orders.</li> <li>vi. <b>RESOLVED</b> after review to not to make any changes to the current Financial Regulations.</li> </ul>
24/67	b.	<p><b>Community Chest / Funding Requests.</b> The Council are requested to discuss and decide upon: A Community Chest Application from Bedlington Imagination Library (Application distributed to members).</p>	<p><b>RESOLVED</b> to pledge £500. Payment only to be made after receipt of satisfactory additional information. Applicant to be invited to an informal meeting to obtain the additional information.</p>
24/68	c.	<p><b>2025 Summer Family Event</b> 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>	<p><b>RESOLVED</b> to produce and advertise a tender / expression of interest document.</p>
24/69	d.	<p><b>ROSPA Annual Safety Reports -Statutory Requirement to maintain Play Areas in a safe manner.</b> 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"> <li>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:</li> <li>ii. Church Lane – arrange for the repositioning of the football pitch posts?</li> <li>iii. Church Lane – remove graffiti on Dino Rocker?</li> <li>iv. Church Lane – replace damaged (though not dangerous) part on Carousel Rotator Pole?</li> <li>v. Church Lane – remove graffiti on Multiplay Toddler?</li> <li>vi. Meadowdale – replace or repaint Seat?</li> <li>vii. Meadowdale – remove graffiti on Multiplay Climber Nexus?</li> <li>viii. Meadowdale – repaint Rocker Seesaw?</li> <li>ix. Meadowdale – remove graffiti on Rocker Springer?</li> </ul>	<ul style="list-style-type: none"> <li>i. <b>RESOLVED to APPROVE</b> all safety remedial work.</li> <li>ii. <b>RESOLVED</b> to reposition the goal posts.</li> <li>iii. <b>RESOLVED</b> to remove the graffiti.</li> <li>iv. <b>RESOLVED</b> to replace the damaged part.</li> <li>v. <b>RESOLVED</b> to remove the graffiti</li> <li>vi. <b>RESOLVED</b> to repaint the seat</li> <li>vii. <b>RESOLVED</b> to remove the graffiti</li> <li>viii. <b>RESOLVED</b> to repaint</li> <li>ix. <b>RESOLVED</b> to remove the graffiti</li> </ul>

		<p>x. Meadowdale - install grass matting to prevent further wear?</p> <p>xi. Meadowdale - dismantle and lift Trampoline, to remove litter and weeds underneath?</p> <p>xii. Westlea – replace or repaint litter bin?</p> <p>xiii. Westlea – purchase and install a “warning sign” for the Muga area?</p> <p>xiv. Westlea – repair surface holes Mixed Swings?</p>	<p>x. <b>RESOLVED</b> to install grass matting</p> <p>xi. <b>RESOLVED</b> to remove litter and weeds</p> <p>xii. <b>RESOLVED</b> to repaint litter bin</p> <p>xiii. <b>RESOLVED</b> to purchase and install warning sign</p> <p>xiv. <b>RESOLVED</b> to repair surface holes.</p>																
24/70	e.	<p><b>Christmas Tree</b></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>	<b>RESOLVED</b> to have a Nordman Fir.																
24/71	f.	<p><b>Gateway Feature Refurbishment</b></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>	<b>RESOLVED</b> to have the gateway feature refurbished.																
24/72	g.	<p><b>Credit / Debit Card Payment Machine</b></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.</p> <p>(If approved and a machine purchased, the Council will be required to update its current Financial Regulations and Internal Controls).</p>	<b>RESOLVED</b> to purchase a credit / debit card reader to facilitate card payments.																
24/73	h.	<p><b>Planning</b></p> <p><b>Planning Applications – Where Comments Have Been Requested.</b></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" data-bbox="296 1274 1018 1993"> <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>12<sup>th</sup> 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>18<sup>th</sup> 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</td> <td>23<sup>rd</sup> July 2024</td> </tr> </tbody> </table>	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 <sup>th</sup> 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 <sup>th</sup> 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	23 <sup>rd</sup> July 2024	<table border="1" data-bbox="1046 1274 1528 1993"> <thead> <tr> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>No Comment</td> </tr> <tr> <td>No Comment</td> </tr> <tr> <td>No Comment</td> </tr> </tbody> </table>	Determination	No Comment	No Comment	No Comment
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		garage. Location 2 Meadow Court The Chesters Bedlington Northumberland NE22 6HT	
		Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).	
24/74	i.	<b>Working Groups / Committees (items for decision or discussion).</b> 1. Any Recommendations from Working Groups for decision by full Council. 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.	1. No recommendations for this meeting. 2. The Chair of the events working group informed the meeting of a proposed change to the summer festival for 2025, i.e. a one day event is now proposed.
24/75	j.	<b>Bank Reconciliation</b> The Council are asked to APPROVE a checked bank reconciliation of £93,650.14 as of 30 <sup>th</sup> June 2024 and a Deposit Account Balance of £319,847.68 as of 30 <sup>th</sup> June 2024.	The Bank Reconciliation was APPROVED by members.

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

Matters for Information or To Be Noted									
24/76	a.	<b>Chairs Update and any Reports from External Meetings.</b> 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.	i. The Chair attended the NALC Larger Councils meeting on 10 <sup>th</sup> July, 2024 and provided a brief update including update on the NCC strategy for potholes and a new strategy for children’s homes.						
24/77	b.	<b>Consultations.</b> <table border="1"> <thead> <tr> <th>From</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>Northumberland County Council</td> <td>Polling District and Polling Places statutory review</td> <td>Responses to <a href="mailto:PDReview@northumberland.gov.uk">PDReview@northumberland.gov.uk</a> by 22<sup>nd</sup> July 2024.</td> </tr> </tbody> </table> Members noted the report and response date.	From	Description	Details	Northumberland County Council	Polling District and Polling Places statutory review	Responses to <a href="mailto:PDReview@northumberland.gov.uk">PDReview@northumberland.gov.uk</a> by 22 <sup>nd</sup> July 2024.	
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24/78	c.	<b>Invitations.</b> <table border="1"> <thead> <tr> <th>From</th> <th>Event</th> <th>Response Details</th> </tr> </thead> <tbody> <tr> <td>None for This Meeting</td> <td></td> <td></td> </tr> </tbody> </table> Members noted there were no invitations for this meeting to consider	From	Event	Response Details	None for This Meeting			
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24/79	d.	<p><b>Schedule of Payments and Receipts.</b> 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 &amp; 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 &amp; 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> <p><b>Members received and approved the Schedule of Payments and Receipts listing</b></p>	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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24/81	f.	<p><b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council.</b></p> <table border="1"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>24/01283/FUL</td> <td>Second Floor pitched roof extension over existing rear GF extension Location 8 Centurian Way The Chesters Bedlington Northumberland NE22 6LD</td> <td>REFUSED</td> </tr> <tr> <td>23/04568/FUL</td> <td>Erection of 2No. contemporary container buildings for small businesses within use class E (a, c, e &amp; g) Location Land North East Of 8 Market Place Market Place Bedlington Northumberland</td> <td>GRANTED</td> </tr> <tr> <td>24/01394/FELTPO</td> <td>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</td> <td>PERMIT</td> </tr> <tr> <td>24/01380/FUL</td> <td>Side elevation extension Location 14 Newark Close Hazelmere Bedlington Northumberland NE22 6PD</td> <td>GRANTED</td> </tr> </tbody> </table>	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																																																																									
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		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
		<b>Members noted the above planning decisions.</b>		
24/82	g.	<b>Police Report.</b> Members noted that the next scheduled regular report is for September 2024 meeting.		
24/83	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. <ol style="list-style-type: none"> <li>1. Councillors – Any matters for information only.</li> <li>2. Town Clerk – Annual Leave. A reminder that The Town Clerk will be on annual leave for 1 week commencing Monday 15<sup>th</sup> July 2024. The Council office will be open Monday and Friday mornings (9.30am to 1pm) only.</li> <li>3. 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.</li> </ol> <b>Members noted the information items above.</b>		
24/84	i.	<b>Date of Next Meeting.</b> 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 <sup>st</sup> July 2024. <b>Members noted the date of the next Town Council meeting.</b>		

**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.

24/85		<b>Matters for Discussion / Decision / Information</b>	
		No Exempt Business For This Meeting	

24/86		<b>Close of Meeting.</b> The Chair closed the meeting at 7.19 pm	
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**WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:**

Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jayne Todd, Di Wallace, and Russ Wallace.

Signed by Chair

Date