

Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington. On Thursday 11th November 2021 at 6.30pm.



**WEST BEDLINGTON
TOWN COUNCIL**

PRESENTATIONS. There were no presentations for this meeting.

QUESTIONS TO THE COUNCIL

- A resident asked why an update from Northumberland County Councillors was no longer included upon Town Council meeting agendas. The Clerk responded that Town Council meetings and their agendas are to focus on the business of The Town Council. The limited time available to the Town Council must be used to maximise its own business (its powers and duties) and not to dilute its identity by carrying out the business of another organisation. The resident was further advised how representation could be made to his County Councillor to obtain updates directly.
- The same resident supported the view of another resident (from a previous Council meeting) that the Councils provision of CCTV throughout the town was a “waste of money”. The resident explained that he came to this view because he believed Northumbria Police did not fully utilise the system and that the images from the CCTV should be monitored continually and viewed by Town Councillors. In response for The Town Council, Councillor Todd outlined the circumstances in which the Police would interrogate CCTV images and how prosecutions may or may not be possible.
- The same resident stated that the Town Councils arrangements for public meetings were not Covid19 safe, highlighting the lack of social distancing within the meeting room as one example of his claim. The Council did not respond to the resident believing its current arrangements fulfil its legal obligations and residents are free to choose themselves if they wish to attend meeting in person or make representation beforehand via any of the approved communication streams without a need to physically attend.
- A resident thanked The Town Council for its help in coordinating a response from Northumbria Police which had resulted in an improvement in anti-social behaviour near Meadowdale Play Area. The Chair acknowledged the residents’ thanks.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
21/150		In Attendance	Councillors Hedley (left meeting at 6.58pm), Reed, Taylor, Todd, Wallace, and R Wallace. Town Clerk Steven Young, and 8 (Eight) members of the public. NCC County Councillors Robinson submitted his apologies ahead of the meeting.
21/151	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.	i. Apologies for absence were received and NOTED from Councillors Crosby, Hogg, and Thompson. ii. There were no dispensations for absence for this meeting.
21/152	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.	i. Councillor R Wallace made a declaration of interest in respect of agenda item Part B 2b ii. Funding of Bedlington Food Banks - Review. Matthew Project. Councillor Hedley Wallace made a declaration of interest in respect of agenda item Part B 2m Application Ref 21/04155/FUL 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
21/153	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 14 th October 2021	RESOLVED that the minutes of the West Bedlington Town Council Meeting held on 14 th October 2021 are APPROVED as a true record.
21/154	b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.	Min REF 21/138 Financial contribution to East Bedlington Parish Council - Councillor Taylor expressed a concern that members who sit on both Councils (WBTC and EBPC) should vote on matters that could be perceived as benefiting one Council over the other.

2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
21/155	a.	Budget Setting Meeting Schedule The Council are asked to discuss and decide upon the DRAFT Budget Setting Meeting Schedule. (Distributed to members).	RESOLVED to APPROVE the Draft Budget Setting Meeting Schedule. (Distributed to members) Further APPROVED the initial meeting on Monday 15 th November 2021 will be held via Zoom video conferencing.
21/156	b.	Funding of Bedlington Food Banks - Review. <ol style="list-style-type: none"> 1. The Council are requested to discuss, review, and decide upon any financial support to: <ol style="list-style-type: none"> i. Bedlington Salvation Army. ii. Bedlington Matthew Project. iii. Wansbeck Valley Food Bank. 2. The Council are requested to discuss and determine next review dates for the funding of Bedlington Food Banks. <ol style="list-style-type: none"> i. Bedlington Salvation Army. ii. Bedlington Matthew Project. iii. Wansbeck Valley Food Bank. <p>Any approved funding would be in respect of a \$137 payment.</p>	<ol style="list-style-type: none"> 1. RESOLVED to donate <ol style="list-style-type: none"> i. £500 per month to Bedlington Salvation Army in support of their food bank operation until next review date. ii. No donation at this time. iii. No donation at this time. 2. RESOLVED to next review the funding of Bedlington Food Banks <ol style="list-style-type: none"> i. 3 months (February 2022) ii. 3 months (February 2022) iii. 3 months (February 2022).
21/157	c.	2020/21 Annual Governance & Accountability Return (AGAR). The Council are asked to approve and accept the external auditors' certification of the Annual Return of Accounts for the financial year ending 31st March 2021. (There were no matters which came to the attention of the Auditor that required the issuing of a separate additional issues report). The notice of conclusion has been published on the Councils website on 13 th September 2021. (Copy distributed to members).	RESOLVED to APPROVE and ACCEPT the external auditors' certification of the Annual Return of Accounts for the financial year ending 31st March 2021
21/158	d.	External Meetings To receive feedback from Councillors from any external meetings since the date of the last Council meeting.	None for this meeting.

21/159	e.	Internal Audit Report The Council are requested to note the Internal Audit report of October 2021. (Distributed to members).	RESOLVED to note the Internal Audit report of October 2021. (Distributed to members).
21/160	f.	Working Groups / Committees (items for decision or discussion). Services Committee. The Working Group Chair (Councillor Hogg) will provide a verbal report of the meeting decisions.	NOTED the verbal update from the Town Clerk of the Services Committee meeting held on 28th October 2021
21/161	g.	Working Groups / Committees (items for decision or discussion). Governance and Staffing Working Group. 1. Governance Recommendations from Working Group for decision by full Council. i. New Policy – Tree Planting Policy (DRAFT policy distributed to members). Councillor Hogg ii. Review of Disciplinary Policy. (Distributed to all members for review). Recommendation all references to Employment and Governance Committee be replaced with Governance and Staffing Working Group. iii. Review of Grit Bin Procedure. (Distributed to all members for review). No changes recommended. iv. Review of Advertising Policy. (Distributed to all members for review). No changes recommended. v. Review of Community Support Policy. (Distributed to all members for review). No changes recommended. 2. Any Other Items from the Working Group Meeting (not for decision) – The Working Group Chair (Councillor Crosby) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group	i. DEFERRED to obtain an estimate of the potential costs associated with policy. ii. After review RESOLVED to adopt updated policy. iii. After review RESOLVED not to make any changes to policy. iv. After review RESOLVED not to make any changes to the policy. v. After review RESOLVED not to make any changes to the policy. 2. No further update for this meeting.
21/162	h.	Working Groups / Committees (items for decision or discussion). Events Working Group 1. Recommendations from Working Group for decision by full Council. i. The Council are requested to discuss and approve the details of a Christmas Dinner Event for aged residents of Bedlington. (Event budget of £2000 set aside from previous meeting). – Details to members previously distributed. ii. The Council are requested to discuss and decide upon a budget and details of a gift for attendees of the Christmas Dinner for aged residents of Bedlington. iii. The Council are requested to discuss and decide upon a budget and details of “Santa giveaways” for the Christmas Lights Switch on Event on 27 th November 2021. iv. The Council are asked to discuss and decide upon a budget and details of prizes for the “Children’s Christmas Tree Decoration Competition”. v. The Council are requested to discuss and decide how prizes (at iv. above) should be distributed / presented. vi. The Council are asked to discuss, review and decide upon the level of financial donation to award to Stead Land PTA following a recent change to the scope of their “Santa in Bedlington” parade. 2. Any Other Items from the Working Group Meeting (not for decision) - The Working Group Chair (Councillor Reed) will	Councillor Hedley left the meeting. i. DEFERED to obtain additional information about accessibility of the proposed venue and a specification to identify potential attendees. ii. DEFERRED to obtain additional information. iii. RESOLVED to APPROVE the purchase of Santa Hats and Festive Mugs. iv. RESOLVED to dispense with the competition element of the event and post all entries to the Councils Social Media platform. v. RESOLVED following (iv above) no prizes to present. vi. RESOLVED to APPROVE the payment of £500 to Stead Land PTA to assist their “Santa in Bedlington” parade.

		<p>feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</p>	<p>2. The Working Group Chair Councillor Reed provided a verbal update in relation to</p> <ul style="list-style-type: none"> ○ Excellent Spooktacular Event Public Feedback and need for better promotion of competitions in future years. ○ Preparations for Christmas Lights Switch on and Ice Rink.
21/163	i.	<p>Working Groups / Committees (items for decision or discussion). Communications Working Group</p> <p>1. Recommendations from Working Group for decision by full Council. No recommendations for this meeting.</p> <p>2. Chair (Councillor Reed) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</p>	<p>1. No recommendations for this meeting</p> <p>2. The Working Group Chair Councillor Reed provided a verbal update in relation to the reconstruction of the website and the recently launched e-newsletter.</p>
21/164	j.	<p>Working Groups / Committees (items for decision or discussion). Neighbourhood Plan Working Group</p> <p>1. Recommendations from Working Group for decision by full Council. No recommendations for this meeting.</p> <p>2. Chair (Councillor Hogg) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</p>	<p>1. No recommendations for this meeting.</p> <p>2. The Town Clerk provided a verbal update in relation to a successful grant application to assist with the next stage of the Neighbourhood Plan.</p>
21/165	k.	<p>Working Groups / Committees (items for decision or discussion). Finance Working Group</p> <p>1. Recommendations from Working Group for decision by full Council. No recommendations for this meeting.</p> <p>2. Chair (Councillor R Wallace) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</p>	<p>1. No recommendations for this meeting.</p> <p>2. Nothing further update for this meeting</p>
21/166	l.	<p>Working Groups / Committees (items for decision or discussion). Youth Support Programme Working Group</p> <p>1. Recommendations from Working Group for decision by full Council.</p> <ul style="list-style-type: none"> i. The Council are requested to discuss and decide upon a revision to the proposed Service Level Agreement with Physical Education and Active Kids (PEAK) for the provision of out of school clubs and activities. (Revised Service Level Agreement distributed to members). <p>2. The Working Group Chair (Councillor Thompson) will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.</p>	<ul style="list-style-type: none"> i. DEFERRED to obtain more information and clarity in relation to the SLA. <p>2. Councillor D Wallace updated members on some initial discussions in relation to the development of a Drama Foundation Committee.</p>

21/167	<p>m. Working Groups / Committees (items for decision or discussion). Planning Working Group 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</p> <table border="1" data-bbox="296 392 880 1953"> <thead> <tr> <th data-bbox="296 392 529 488">Ref.</th> <th data-bbox="529 392 740 488">Description</th> <th data-bbox="740 392 880 488">Response Due Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="296 488 529 779">21/02754/FUL</td> <td data-bbox="529 488 740 779">Construction of 2 four bedroom dwellings (revalidated 25/10/2022) Location 21A And 21B Front Street East Bedlington Northumberland NE22 5DS</td> <td data-bbox="740 488 880 779">15th November 2021</td> </tr> <tr> <td data-bbox="296 779 529 1279">21/04221/VARYCO</td> <td data-bbox="529 779 740 1279">Removal of condition 3 (highways) on approved application 20/00147/FUL to allow gravel to be laid within area currently bounded by kerbstones to the road. Location Station House Station Terrace Choppington Northumberland NE62 5TH.</td> <td data-bbox="740 779 880 1279">17th November 2021.</td> </tr> <tr> <td data-bbox="296 1279 529 1458">21/04242/FUL</td> <td data-bbox="529 1279 740 1458">Proposed 2 storey side extension. Location 161 Hartlands Bedlington NE22 6JJ</td> <td data-bbox="740 1279 880 1458">19th November 2021.</td> </tr> <tr> <td data-bbox="296 1458 529 1953">21/04155/FUL</td> <td data-bbox="529 1458 740 1953">Resubmission and amendment of planning application reference 09/E/00202/FUL to convert the existing garage into annex accommodation associated with the main dwelling house to retain garage space and add a bedroom, toilet/shower, gym and store</td> <td data-bbox="740 1458 880 1953">19th November 2021.</td> </tr> </tbody> </table>	Ref.	Description	Response Due Date	21/02754/FUL	Construction of 2 four bedroom dwellings (revalidated 25/10/2022) Location 21A And 21B Front Street East Bedlington Northumberland NE22 5DS	15th November 2021	21/04221/VARYCO	Removal of condition 3 (highways) on approved application 20/00147/FUL to allow gravel to be laid within area currently bounded by kerbstones to the road. Location Station House Station Terrace Choppington Northumberland NE62 5TH.	17th November 2021.	21/04242/FUL	Proposed 2 storey side extension. Location 161 Hartlands Bedlington NE22 6JJ	19th November 2021.	21/04155/FUL	Resubmission and amendment of planning application reference 09/E/00202/FUL to convert the existing garage into annex accommodation associated with the main dwelling house to retain garage space and add a bedroom, toilet/shower, gym and store	19th November 2021.	<table border="1" data-bbox="1050 392 1501 1953"> <thead> <tr> <th data-bbox="1050 392 1501 488">Determination</th> </tr> </thead> <tbody> <tr> <td data-bbox="1050 488 1501 786">Objection</td> </tr> <tr> <td data-bbox="1050 786 1501 1272">No Comment</td> </tr> <tr> <td data-bbox="1050 1272 1501 1473">No Comment</td> </tr> <tr> <td data-bbox="1050 1473 1501 1953">No Comment</td> </tr> </tbody> </table>	Determination	Objection	No Comment	No Comment	No Comment
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		room on the ground floor and a living/dining room, kitchen and balcony with privacy screen on the first floor. Location 15 Shields Road Hartford Bridge NE22 6AN	
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PART C – MATTERS FOR INFORMATION OR TO BE NOTED

		Matters for Information or To Be Noted			
21/168		<p>RESOLVED to NOTE Section's a, b and c. Correspondence, Consultations and Invitations and the actions taken for each detailed below. Section d, Schedule of payments and receipts Section e, Other planning applications Note section f is not part of the agenda and is included for information only.</p>			
	a.	Correspondence.			
		Ref	From	Brief Description	Action Taken
		160	Barnesbury Cycling Club	Update re - upgrade of BMX Track in Gallagher Park,	Noted + Circulated
		161	TopMaths Team	TopMaths - International Maths Competition	Noted + Circulated + Added to Website
		162	NALC	NALC Enews 12 October 2021	Noted + Circulated
		163	Town & Country Planning Association	Introduction + Subscription Invite	Noted + Circulated
		164	Play List For Life	Free resources for people with dementia and their families	Noted + Circulated + Added to Website
		165	Tracie Cooper	Catering Bedlington 2022	Noted + Circulated
		166	Northumberland CVA	Retiring as CEO with Northumberland CVA	Noted + Circulated
		167	Bedlington Salvation Army	Note of Thanks for Food Bank Financial Contribution	Noted + Circulated

		168	NCC Highways	Amended TTRO 122474132 - Millbank Place/Dene View West.	Noted + Circulated
		169	NALC	NALC Enews 21 October 2021	Noted + Circulated
		170	Northumbria Police	Reply - Use of CCTV in Bedlington	Noted + Circulated
		171	NCC Highways	Amended TTRO 122474132 - Millbank Place/Dene View West.	Noted + Circulated
		172	Northumbria Police	Reply to additional request - Use of CCTV in Bedlington	Noted + Circulated
		173	NALC	Member Council Update 27 October 2021	Noted + Circulated
		174	NALC	NALC Enews 28 October 2021	Noted + Circulated
		175	NCC Highways	EMG TTRO 124060505 - U6546 Millfield Court Footway Bedlington	Noted + Circulated
		176	Community Action Northumberland (CAN)	New Morpeth Employment Hub now open	Noted + Circulated
		177	NCC Highways	Temporary Traffic Regulation Order as follows: Bedlington Christmas Lights Switch on 2021 Market Place Bedlington	Noted + Circulated
	b.	Consultations.			
		From	Description	Details	
		Northumberland County Council	Statement of Licensing policy consultation.	Comments by email to licensing01@northumberland.gov.uk no later than 12 noon on 19 th November 2021.	
	c.	Invitations.			
		From	Event	Response Details	
		Gallagher Insurance	Webinar - Wednesday 3rd November 2021 at 10am - Running Successful Events for 2021 and beyond.	Open to all to register	
		CPRE Northumberland	Webinar Monday, 1st Nov, 1 - 3.30pm - online housing event	Open to all to register	
	d.	Schedule of Payments and Receipts.			
		Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.			
		Payee	Amount £. p	Description	Notes
		Morpeth Cage Bird Society	500.00	Community Chest Award	
		Baker Ross	43.27	Spooktacular Craft Kits	
		Swarco Traffic Ltd	1,186.51	Annual Maintenance Contract	
		The Festive Lighting Company Ltd	907.56	New Christmas Tree Lights	
		Glassfibre Flagpole Ltd	37.32	New Union Flag	
		Michael Wood Design Limited	66.00	Spooktacular Ticket Printer	
		Talk Talk Business	45.54	Telephone + Internet	
		The RBL Poppy Appeal	37.00	Remembrance Wreaths	
		Bright Red Charity	875.00	Community Chest Award	
		Reay Security Limited	83.04	CCTV Charges	
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		Bedlington Salvation Army	500.00	Food Bank Donation	S137
		Everbrite for NALC Training	25.00	Clerks Training	
		Claire Halliday	500.00	Community Chest Award	
		Michael Wood Design Limited	135.00	Remembrance Order Of Service Printing Costs	

		Senrug	10.00	Membership Subscription	
		Wireless Logic Limited	499.20	CCTV Charges	
		HMRC	-3,313.33	VAT Refund	
		Printed.Com	29.54	Spooktacular Poster Printing	
		DL Maintenance & Repair	214.62		
		Widescope Web Design	1,050.00	Website New Design – Initial Payment	
		Wendy Reed	72.49	Spooktacular Prizes	
		ISK8 Cool Attractions Ltd	4,416.00	Ice Rink Hire – Final Payment	
		Amazon Market Place	47.94	Spooktacular Prizes	
		Amazon Market Place	38.97	Spooktacular Prizes	
		21st Century Lindisfarne Ltd	1,200.00	Summer 2022 Artist Deposit	
		Reay Security Limited	809.64	CCTV Charges	
		Northumberland County Council	3,599.88	October Payroll Costs	
		Amazon Market Place	27.48	Spooktacular Accessories	
		East Bedlington Parish Council	5,000.00	Gallagher Park Live 2022 Financial Contribution	
		Dunelm Hygiene Products Ltd	114.00	Community Refuge Sacks	
	e.	Other Planning Applications Where comments have not been requested.			
		Ref.	Description		
			None For This Meeting		
21/169	f.	Planning decisions notified to WBTC by NCC.			
		Ref.	Description	Decision	
		21/02830/VARYCO	Variation of Condition 1 (approved plans) on approved planning application 21/01180/FUL in order to allow the alteration in fencing position as installed on site Location 1 Tantallon Grove Nedderton Village Bedlington Northumberland NE22 6FA	GRANTED	
		21/03222/LBC	Listed Building Consent to replace tarmac drive, concrete side paths and patio area with flat permeable bound resin to repair surface, improve drainage and enhance aspect Location The Tower Church Lane Bedlington Northumberland NE22 5EL	GRANTED	
		21/01974/FUL	Convert garage to an extra room. Replace garage door with window and door. Location 7 Nottingham Court Hazelmere Bedlington NE22 6PE	GRANTED	
		21/01579/FUL	Demolition of existing storage building and erection of 2 two bedroomed semi-detached dwellings, associated landscaping, and parking. Location Store To Rear Of High Ridge Bedlington Northumberland NE22 6EF	WITHDRAWN	
		18/02329/OUT	Outline application for the demolition of a dwelling and outbuilding and construction of up to 16 new dwellings and associated amenities (All Matters Reserved) Location 7C Netherton Lane And Land To The East And South East Bedlington Northumberland NE22 6DP	GRANTED	
21/170	g.	Police Report. No Police Report for this meeting. The next scheduled regular report is for December 2021 meeting.			
21/171	h.	Financial Update / Bank Reconciliation.			
		Matter to be noted.		Determination	
		Bank Reconciliation i. The Council are asked to note checked bank reconciliation of £390,194.80 as of 31 st October 2021 and a Deposit Account Balance of £100,449.22 as of 31 st October 2021 Note re Bank Reconciliation– In accordance with revised Statement of Internal Controls Councillor D Wallace as		The Council NOTED the bank reconciliation.	

		the nominated member has independently verified the monthly bank reconciliation.	
21/172	i.	Matters for Information Only	
		Any matters that members would like to bring to the attention of other members and residents. For Information only no proposals or voting on these matters.	
		Councillors	Nothing to report
		Town Clerk	The Town Clerk will be working from home on Friday 12 th November 2021
21/173		Meeting Close and Date of Next Meeting. RESOLVED the next scheduled meeting of the Council will be on Thursday 9th December 2021 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 1st December 2021. The Chair closed the meeting at 7.30pm	

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

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

Signed by Chair

Date

DRAFT