



On Thursday 13th October 2022 at 6.30pm.

**PRESENTATIONS.**

- There were no presentations for this meeting.

**QUESTIONS TO THE COUNCIL**

- A resident advised the Council that there was some uncertainty around the provision of this years “Bedlington Santa Sleigh” by Stead Lane PTA (when free gifts are distributed to children throughout the town) because of “safety concerns” raised by a third party. The Council unanimously agreed to do everything within its powers to help ensure the event took place. The Council Chair Councillor R Wallace together with Councillor Taylor (in her capacity as a Northumberland County Councillor) agreed to approach Northumbria Police to evaluate the legitimacy and extent of the safety concerns and discuss what steps could be taken to remove the concerns and ensure the event goes ahead.

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

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
22/155		<b>In Attendance</b>	Councillors Reed, Taylor, D Wallace, and R Wallace (Chair). Town Clerk Steven Young, and 1 (One) member of the public.
22/156	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, Hedley, Hogg, Thompson, and Todd were <b>NOTED</b> . ii. There were no dispensations for absence for this meeting.
22/157	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. Councillor R Wallace made a declaration of interest in relation to Agenda item Part B 2a 1. Funding of Bedlington Food Banks - Review. The Matthew Project  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
22/158	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 29th September 2022.	<b>RESOLVED</b> that the minutes of the West Bedlington Town Council Meeting held on 29th September 2022 are <b>APPROVED</b> as a true record.
22/159	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 last meeting held on 29th September 2022.

## 2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
22/160	a.	<p><b>Funding of Bedlington Food Banks - Review.</b></p> <p>1. The Council are requested to discuss, review, and decide upon any financial support to:</p> <ul style="list-style-type: none"> <li>i. Bedlington Salvation Army.</li> <li>ii. Bedlington Matthew Project.</li> <li>iii. Wansbeck Valley Food Bank.</li> </ul> <p>2. The Council are requested to discuss and determine next review dates for the funding of Food Banks.</p> <ul style="list-style-type: none"> <li>i. Bedlington Salvation Army.</li> <li>ii. Bedlington Matthew Project.</li> <li>iii. Wansbeck Valley Food Bank.</li> </ul> <p>Any approved funding would be in respect of a S137 payment</p>	<p>1. <b>RESOLVED</b> to set aside a £1000 donation for each of the 3 food banks for October and November 2022 – to be released upon receipt of an individual request from each food bank.</p> <p>2. <b>RESOLVED</b> to review on-going donations at the next scheduled meeting and request an update from each of the food banks receiving donations ahead of the meeting. Any approved funding would be in respect of a S137 payment.</p>
22/161	b.	<p><b>Internal Audit Report</b></p> <p>The Council are asked to NOTE the Internal Audit Report (September 2022). Report distributed to members.</p>	The Internal Audit Report (September 2022) was <b>NOTED</b> .
22/162	c.	<p><b>2023-24 Budget Setting Meeting Schedule.</b></p> <p>The Council are requested to discuss and decide upon a DRAFT 2023-24 Budget Meeting Schedule. (Draft Meeting Schedule distributed to members).</p>	<b>RESOLVED</b> to <b>APPROVE</b> the suggested 2023-24 Budget Meeting Schedule subject to one change. (The meeting originally scheduled for Thursday 15 <sup>th</sup> December 2022 has been brought forward to Wednesday 7 <sup>th</sup> December 2022 at 6pm).
22/163	d.	<p><b>Finance Report.</b></p> <p>The Council are requested to NOTE the financial report distributed. (Report distributed to members).</p>	The Finance Report distributed was <b>NOTED</b> .
22/164	e.	<p><b>External Meetings.</b></p> <p>To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</p>	No external meetings to report upon.
22/165	f.	<p><b>Working Groups / Committees</b> (items for decision or discussion). <b>Services Committee.</b></p> <p>The Working Group Chair (Councillor Hogg) will provide a verbal report of the meeting decisions.</p>	No update for this meeting.
22/166	g.	<p><b>Working Groups / Committees</b> (items for decision or discussion). <b>Governance and Staffing Working Group.</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> The Council are requested to discuss and decide upon a DRAFT “Strategic Plan 2022 – 2026” together with associated Aims and Objectives. (DRAFT document with example aims and objectives distributed for members).</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision)</b> – 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.</p>	<p>1. <b>RESOLVED</b> to <b>APPROVE</b> the DRAFT “Strategic Plan 2022 – 2026” together with associated Aims and Objectives.</p> <p>2. No update for this meeting.</p>
22/167	h.	<p><b>Working Groups / Committees</b> (items for decision or discussion). <b>Events Working Group</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> None for this meeting.</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision)</b> - The Working Group Chair (Councillor Reed) will feedback to the Council any other items discussed, any</p>	<p>1. No recommendations for this meeting.</p> <p>2. Councillor Reed asked members to consider what events the Council could provide to celebrate next year’s Coronation of King Charles III.</p>

		ongoing and future matters been worked upon by the working group.									
22/168	i.	<p><b>Working Groups / Committees (items for decision or discussion). Communications Working Group</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> None for this meeting.</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision).</b> 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. Working Group Chair Councillor Reed made an appeal to members to provide contributions for the next e-newsletter.</p>								
22/169	j.	<p><b>Working Groups / Committees (items for decision or discussion). Neighbourhood Plan Working Group</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> None for this meeting.</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision)</b> 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. No other update for this meeting.</p>								
22/170	k.	<p><b>Working Groups / Committees (items for decision or discussion). Finance Working Group</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> None for this meeting.</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision)</b> 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. No other update for this meeting.</p>								
22/171	l.	<p><b>Working Groups / Committees (items for decision or discussion). Youth Support Programme Working Group</b></p> <p>1. <b>Recommendations from Working Group for decision by full Council.</b> None for this meeting.</p> <p>2. <b>Any Other Items from the Working Group Meeting (not for decision)</b> The Working Group (No Chair) 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. No other update for this meeting.</p>								
22/172	m.	<p><b>Working Groups / Committees (items for decision or discussion). Planning Working Group 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" data-bbox="296 1487 1019 1787"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td>22/03485/FUL</td> <td>Proposed side extension, existing garage relocated and associated works. Location 13 Meadowdale Crescent Bedlington Northumberland</td> <td>26th October 2022.</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	22/03485/FUL	Proposed side extension, existing garage relocated and associated works. Location 13 Meadowdale Crescent Bedlington Northumberland	26th October 2022.	<table border="1" data-bbox="1046 1487 1528 1787"> <thead> <tr> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>No Comment</td> </tr> </tbody> </table>	Determination	No Comment
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**PART C – MATTERS FOR INFORMATION OR TO BE NOTED**

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22/173		<p><b>RESOLVED to NOTE</b>                      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>																																																																																																	
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	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 data-bbox="284 235 715 302">Payee</th> <th data-bbox="715 235 887 302">Amount £. p</th> <th data-bbox="887 235 1321 302">Description</th> <th data-bbox="1321 235 1551 302">Notes</th> </tr> </thead> <tbody> <tr><td data-bbox="284 302 715 336">Northumberland County Council</td><td data-bbox="715 302 887 336">3,786.72</td><td data-bbox="887 302 1321 336">Payroll Costs</td><td data-bbox="1321 302 1551 336"></td></tr> <tr><td data-bbox="284 336 715 369">Mint Management</td><td data-bbox="715 336 887 369">6,000.00</td><td data-bbox="887 336 1321 369">Children's Activities</td><td data-bbox="1321 336 1551 369"></td></tr> <tr><td data-bbox="284 369 715 403">Society Of Local Council Clerks</td><td data-bbox="715 369 887 403">270.00</td><td data-bbox="887 369 1321 403">Clerks Membership Subscription</td><td data-bbox="1321 369 1551 403"></td></tr> <tr><td data-bbox="284 403 715 436">Northumberland County Council</td><td data-bbox="715 403 887 436">-135,155.00</td><td data-bbox="887 403 1321 436">Precept Payment</td><td data-bbox="1321 403 1551 436"></td></tr> <tr><td data-bbox="284 436 715 470">Charmaine Hamilton</td><td data-bbox="715 436 887 470">1,200.00</td><td data-bbox="887 436 1321 470">2023 Event Deposits</td><td data-bbox="1321 436 1551 470"></td></tr> <tr><td data-bbox="284 470 715 504">PKF Littlejohn LLP</td><td data-bbox="715 470 887 504">720.00</td><td data-bbox="887 470 1321 504">External Audit Fees</td><td data-bbox="1321 470 1551 504"></td></tr> <tr><td data-bbox="284 504 715 571">Swarco Traffic Ltd</td><td data-bbox="715 504 887 571">1,186.51</td><td data-bbox="887 504 1321 571">Upgrade of Repair + Maintenance Agreements</td><td data-bbox="1321 504 1551 571"></td></tr> <tr><td data-bbox="284 571 715 604">1p Mobile</td><td data-bbox="715 571 887 604">30.00</td><td data-bbox="887 571 1321 604">Mobile Phone Charges</td><td data-bbox="1321 571 1551 604"></td></tr> <tr><td data-bbox="284 604 715 638">Talk Talk Business</td><td data-bbox="715 604 887 638">48.54</td><td data-bbox="887 604 1321 638">Telephone + Internet</td><td data-bbox="1321 604 1551 638"></td></tr> <tr><td data-bbox="284 638 715 672">R J Wallace</td><td data-bbox="715 638 887 672">30.00</td><td data-bbox="887 638 1321 672">Floral Tribute</td><td data-bbox="1321 638 1551 672"></td></tr> <tr><td data-bbox="284 672 715 705">DL Maintenance &amp; Repair</td><td data-bbox="715 672 887 705">295.75</td><td data-bbox="887 672 1321 705">Litter Bin Installations</td><td data-bbox="1321 672 1551 705"></td></tr> <tr><td data-bbox="284 705 715 772">Swarco Traffic Ltd</td><td data-bbox="715 705 887 772">960.00</td><td data-bbox="887 705 1321 772">Upgrade of Repair + Maintenance Agreements</td><td data-bbox="1321 705 1551 772"></td></tr> <tr><td data-bbox="284 772 715 840">Swarco Traffic Ltd</td><td data-bbox="715 772 887 840">1,200.00</td><td data-bbox="887 772 1321 840">Upgrade of Repair + Maintenance 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22/175	h.	<p><b>Financial Update / Bank Reconciliation.</b></p> <p>i. The Council are asked to note a checked bank reconciliation of £377286.46 as of 30th September 2022 and a Deposit Account Balance of £100,464.34 as of 30th September 2022.</p> <p>Note re Bank Reconciliation– In accordance with The Councils Internal Controls Councillor Todd as the nominated member has independently verified the monthly bank reconciliation.</p>	<p>The Council <b>NOTED</b> the bank reconciliation.</p>				
22/176	i.	<p><b>Matters for Information Only</b></p> <p>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.</p> <table border="1" data-bbox="284 461 1556 528"> <tr> <td data-bbox="284 461 608 495">Councillors</td> <td data-bbox="608 461 1556 495">Nothing to report.</td> </tr> <tr> <td data-bbox="284 495 608 528">Town Clerk</td> <td data-bbox="608 495 1556 528">Nothing to report.</td> </tr> </table>		Councillors	Nothing to report.	Town Clerk	Nothing to report.
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22/177	j.	<p><b>Meeting Close and Date of Next Meeting.</b></p> <p><b>RESOLVED</b> the next scheduled meeting of the Council will be on Thursday 8th December 2022 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington.</p> <p>The agenda for this meeting will be issued on Wednesday 30<sup>th</sup> November 2022.</p> <p><b>The Chair closed the meeting at 6.47pm</b></p>					

**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**