

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.
On Thursday 20th June 2024 at 6.30pm.**



**WEST BEDLINGTON
TOWN COUNCIL**

PRESENTATIONS.

- Northumbria Police supplied their quarterly report which as per Part C item f. The Chair acknowledged the mention of the 20 Acres Event noting that there had been no disruptions or incidents of crime to report.

QUESTIONS TO THE COUNCIL

- 2 residents were present to raise their concerns re planning application Part B item 2 I (24/01508/FUL) 18 Hartford Road East. The main concerns raised included the removal of the bay window, porch and boundary wall, together with the ongoing traffic issues. The Chair informed the meeting that members will be discussing the application later on the Agenda where a decision will be made.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
24/34		In Attendance	Councillors Crosby, Hedley, Henderson, Taylor (Chair), Thompson, D Wallace and R Wallace. Asst to the Town Clerk Turner, and two (2) members of the public.
24/35	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 from Councillors Hogg and Todd were NOTED . ii. There were no dispensations for absence for this meeting.
24/36	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. 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
24/37	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Annual Meeting held on 9 th May 2024.	RESOLVED that the minutes of the West Bedlington Town Council Annual Meeting held on 9 th May 2024 are APPROVED as a true record.
24/38	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 9 th May 2024.

24/39	c.	To note the minutes of the Annual Meeting of the Town held on 9 th May 2024.	Members noted the minutes which will be signed at the Annual Meeting 2025.
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2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
24/40	a.	<p>Annual Return of Accounts 2023/24 – Annual Internal Audit Report.</p> <p>In accordance with The Accounts and Audit Regulations 2015.</p> <ol style="list-style-type: none"> 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. <p>All papers distributed to members in advance of the meeting.</p>	<p>RESOLVED</p> <ol style="list-style-type: none"> i. To NOTE and APPROVE The Annual Internal Audit report of May 2024. ii. There were no matters that required any action arising from the report of the internal auditor.
24/41	b.	<p>Annual Return of Accounts 2023/24 – Annual Governance Statement.</p> <p>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.</p>	<p>RESOLVED 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.</p>
24/42	c.	<p>Annual Return of Accounts 2023/24 – Accounting Statements.</p> <p>In accordance with The Accounts and Audit Regulations 2015. Only after approval of The Annual Governance Statement 2023 – 24 (at b above).</p> <p>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</p>	<p>RESOLVED (Only after approval of The Annual Governance Statement 2023/24 (at b above)) to APPROVE the 2023/24 Accounting Statements (Section 2 Annual Return of Accounts) As already signed by the Council’s Responsible Finance Officer.</p>
24/43	d.	<p>Annual Return of Accounts 2023/24 – Year on Year Variances.</p> <p>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.</p>	<p>RESOLVED to APPROVE the explanation of year on year variances provided by the Councils Responsible Finance Officer</p>
24/44	e.	<p>Setting the Period for the Exercise of Public Rights. Accounts 2023/24.</p> <ol style="list-style-type: none"> i. The Council are asked to note the dates (Friday 21 June 2024 to Thursday 1 August 2024 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. 	<p>RESOLVED</p> <ol style="list-style-type: none"> i. To NOTE the dates (Friday 21 June 2024 to Thursday 1 August 2024) chosen for the period for the exercise of public rights ii. To NOTE the date (Thursday 20 June 2024) of publishing the relevant Notice advertising the dates which public rights may be exercised.
24/45	f.	<p>Potential Errors in Annual Return – Qualification</p> <p>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:</p> <p>(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</p>	<p>RESOLVED: Members unanimously agreed (a) would be the best option to deal with potential errors.</p>

		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.									
24/46	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.	RESLOVED: Members unanimously agreed to extend the employment of G Turner to December 2024 if required. Members unanimously agreed to procure permanent support to assist the Town Clerk.								
24/47	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.	RESOLVED: Members unanimously agreed to the planting up of the existing planters for the summer and the purchase and installation of new planters for later this year.								
24/48	i.	Christmas Tree The Council are requested to discuss and decide upon the provision of this year’s Christmas Tree.	RESOLVED: Members unanimously agreed to source the tree locally from Windmill Farm. Cllr Taylor confirmed that Straughan’s will inspect and repair the pot/holder for the tree to fit into.								
24/49	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.	i. Nothing to report at this time ii. Cllr Hedley reported that the Gallagher Park Live event will take place on 13 th July. iii. Cllr Thompson reported that she had attended the latest Borderlands meeting, where a similar presentation to that given at the Annual Town meeting was delivered. More consultations will be undertaken where the various proposals will be discussed.								
24/50	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).	RESOLVED: Members unanimously agreed a grant of £500.								
24/51	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.									
		<table border="1"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td>24/01452/FELTPO</td> <td>Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington NE22 6AX</td> <td>21st June 2024</td> </tr> </tbody> </table>	Ref.	Description	Response Due Date	24/01452/FELTPO	Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington NE22 6AX	21 st June 2024	<table border="1"> <thead> <tr> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>No Comment</td> </tr> </tbody> </table>	Determination	No Comment
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Determination											
No Comment											

		24/01460/PRUTPO	Tree Preservation Order: T1 - Lime Tree - To remove to ground level Location The Lodge 25 Nedderton Village Bedlington NE22 6AX	21 st June 2024	No Comment
		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 NE22 6HZ	21 st June 2024	A vote was taken with 6 FOR and 1 AGAINST objecting to this application. It was therefore resolved that the original objections be re-submitted together with additional objections covering the removal of the boundary wall, bay window and porch.
		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	28 th June 2024	Members asked that further clarification be obtained as to the exact meaning of the variation and Cllr Taylor agreed to look into this issue and report back to members.
		Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).			
24/52	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.			1. Members noted the current membership of the various working groups and were asked to contact the Clerk should they wish to be added to any further groups. 2. Members approved the minutes of the Services Committee held on 23 rd November 2023. 3. Nothing to report at this time. 4. Nothing to report at this time.
24/53	n.	Bank Reconciliation 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.			RESOLVED to APPROVE the bank reconciliations as at 31 st May 2024.

24/54	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.	RESOLVED: Members noted the meeting and asked the Clerk to contact Cllr Hogg (the Councils NALC representative) to ask if he will attend.
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PART C – MATTERS FOR INFORMATION OR TO BE NOTED

Matters for Information or To Be Noted			
24/55		RESOLVED to NOTE Section's a, b and c. Consultations and Invitations and the actions taken for each detailed below. Section c, Schedule of payments and receipts Section d, Other planning applications Note section g is not part of the agenda and is included for information only.	
	a.	Consultations. None for this meeting.	
	b.	Invitations.	
		From	Event
		Rural Services Network	Seminar: Rural Affordable Housing. 11am-1pm on Wednesday, 26th June 2024, online via Zoom
			Response Details Register for event in advance for Zoom link. NOTED
		NALC	Larger Council Forum – County Hall 1pm – 3pm 10 th July 2024
			2 attendees from each invited council. On current agenda NOTED
	c.	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
		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	
		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	
		House of Hamilton	2,030.00
		DJ Bolt On Event	
		House of Hamilton	17,045.00
		2 day family festival costs	

	d.	Other Planning Applications Where comments have not been requested.		
		Ref.	Description	
		24/01614/DISCON	Discharge of condition 26(Archaeology) on approved application 21/02236/VARYCO. Car Park Vulcan Place Bedlington Northumberland NE22 5DN.	
		24/01675/DISCON	Discharge of condition 3 (materials) on approved application 24/00432/LBC The Beeches Church Lane Bedlington Northumberland NE22 5EL	
		24/01373/NONMAT	Non-Material Amendment (substitute plans stated in condition 1 to amend house types on plots 41-52) on approved application 19/01457/REM Land South Of Glebe Farm Choppington Road Choppington Northumberland.	
		24/01374/NONMAT	Non-Material amendment (substitute plans stated in condition 1 to amend house types for plots 150, 151, 163-264, 291-293 and 307-314) on approved application 21/04298/REM Land South West Of Glebe Farm Choppington Road Bedlington Northumberland.	
	e.	24/00255/FUL	Change of use of existing dwelling house used class C3 to convert to a children's residential care home (for four young people) use class C2, including internal alterations Location 18 Hartford Road East Bedlington Northumberland NE22 6HZ	REFUSED
		24/00194/FUL	Proposed side two storey extension and rear single storey extension and Alterations Location 14 Raby Close Hazelmere Bedlington Northumberland NE22 6NL	GRANTED
		23/03721/FUL	Erection of two single-storey dwellings. Location Land At 32 Centurian Way And 33 Augustus Drive Bedlington Northumberland NE22 6LF	GRANTED
24/56	f.	Police Report. Members NOTED the report provided. The next scheduled regular report is for September 2024 meeting.		
24/57	g.	Matters for Information Only – Members noted the following: 1. Councillor – nothing to report at this time. 2. Town Clerk – Annual Leave. The Town Clerk will be on annual leave for 1 week commencing Monday 15 th July 2024. The Council office will be open Monday and Friday mornings (9.30am to 1pm) only.		
24/58	h.	Date of Next Meeting. RESOLVED 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.		
24/59	i.	Close of Meeting The Chair closed the meeting at 7.27pm with thanks to all in attendance.		

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.

24/60		Matters for Discussion / Decision / Information
		No Exempt Business For This Meeting

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