

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.**



**On Thursday 8th June 2023 at 6.30pm.**

**PRESENTATIONS.**

- Northumbria Police submitted their apologies for this meeting and plan to attend the July meeting.
- The alcom group, made a presentation in support of a Wayleave Agreement request (Part B 2g.) in respect of the installation and repair of electronic communication apparatus at land forming part Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT ND 8941

**QUESTIONS TO THE COUNCIL**

- There were no questions to the Council for this meeting.

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

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
23/119		<b>In Attendance</b>	Councillors Hedley, Henderson, Hogg (Chair), Taylor, Thompson, D Wallace, and R Wallace. Town Clerk Steven Young, and 0 (Zero) members of the public.
23/120	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 and Todd were <b>NOTED</b> . ii. There were no dispensations for absence for this meeting.
23/121	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. There were no declaration 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
23/122	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 11th May 2023.	<b>RESOLVED</b> that the minutes of the West Bedlington Town Council Meeting held on 11th May 2023 are <b>APPROVED</b> as a true record.
23/123	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 11th May 2023.

## 2. MATTERS FOR DISCUSSION / DECISION

		<b>Matters for Discussion / Decision</b>	<b>Determination</b>
23/124	a.	<p><b>Annual Return of Accounts 2022/23 – Annual Internal Audit Report.</b> In accordance with The Accounts and Audit Regulations 2015.</p> <ul style="list-style-type: none"> <li>i. The Council are requested to note and approve The Annual Internal Audit report of May 2023.</li> <li>ii. To consider and agree to any actions arising from the report of the internal auditor.</li> </ul> <p>All papers distributed to members in advance of the meeting.</p>	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. To <b>NOTE and APPROVE</b> The Annual Internal Audit report of May 2023.</li> <li>ii. There were no matters that required any action arising from the report of the internal auditor.</li> </ul>
23/125	b.	<p><b>Annual Return of Accounts 2022/23 – Annual Governance Statement.</b> In accordance with The Accounts and Audit Regulations 2015. The Council are requested to approve The Annual Governance Statement 2021-22 (Section 1 Annual Return of Accounts) in advance of considering the Approval of Accounts for 2022-23. All papers distributed to members in advance of meeting.</p>	<p><b>RESOLVED to APPROVE</b> The Annual Governance Statement 2021-22 (Section 1 Annual Return of Accounts) in advance of considering the Approval of Accounts for 2022-23</p>
23/126	c.	<p><b>Annual Return of Accounts 2022/23 – Accounting Statements.</b> In accordance with The Accounts and Audit Regulations 2015. Only after approval of The Annual Governance Statement 2022 – 23 (at b above). The Council are requested to approve the 2022 -23 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><b>RESOLVED</b> (Only after approval of The Annual Governance Statement 2022 – 23 (at b above)) to <b>APPROVE</b> the 2022 -23 Accounting Statements (Section 2 Annual Return of Accounts) As already signed by the Council’s Responsible Finance Officer.</p>
23/127	d.	<p><b>Annual Return of Accounts 2022/23 – Year on Year Variances.</b> 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><b>RESOLVED to APPROVE</b> the explanation of year on year variances provided by the Councils Responsible Finance Officer</p>
23/128	e.	<p><b>Setting the Period for the Exercise of Public Rights. Accounts 2022/23.</b></p> <ul style="list-style-type: none"> <li>i. The Council are asked to note the dates (Thursday 22 June 2023 and Wednesday 2 August 2023) chosen for the period for the exercise of public rights. The inspection period must include the first 10 working days of July.</li> <li>ii. The Council are further asked to note the date (Wednesday 21 June 2023) of publishing the relevant Notice advertising the dates which public rights may be exercised.</li> </ul>	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. To <b>NOTE</b> the dates (Thursday 22 June 2023 and Wednesday 2 August 2023) chosen for the period for the exercise of public rights</li> <li>ii. To <b>NOTE</b> the date (Wednesday 21 June 2023) of publishing the relevant Notice advertising the dates which public rights may be exercised.</li> </ul>
23/129	f.	<p><b>Reserves</b></p> <ul style="list-style-type: none"> <li>i. The Council are asked to review and decide upon any amendments to The Councils current provision of reserves held over for specific projects / identified future spending reserves. (Details of current Specific Reserves distributed to members).</li> <li>ii. The Council are requested to discuss and decide upon a request from Dr Pit Allotment Association to release specific reserves of up to £2,260 for the purchase of a Community Defibrillator. Background – The Council set aside £2,260 for the use of Dr Pit Allotment Association as a condition of the assignment of the allotment lease. The Allotment Association have obtained a quote of £1,932 for the purchase of a defibrillator and cabinet.</li> </ul>	<p><b>RESOLVED</b></p> <ul style="list-style-type: none"> <li>i. After review <b>APPROVED</b> not to make any changes to reserves held over for specific projects / identified future spending reserves.</li> <li>ii. <b>APPROVED</b> the release specific reserves of up to £2,260 for the purchase of a Community Defibrillator.</li> </ul>

23/130	g.	<p><b>Wayleave Agreement Request</b></p> <p>The Council are requested to discuss and decide upon a request from the alncom group to enter into a Wayleave Agreement in respect of the installation and repair of electronic communication apparatus at land forming part Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT ND 8941. (Agreement distributed to members).</p>	<p><b>RESOLVED</b> to enter into a Wayleave Agreement (with alncom group) in respect of the installation and repair of electronic communication apparatus at land forming part Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT</p>								
23/131	h.	<p><b>Chairs Update and any Reports from External Meetings.</b></p> <p>i. The Chair will make any relevant announcements and provide updates to members.</p> <p>ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</p>	<p>i. The Council Chair (Councillor Hogg) provided a verbal update of some of the meetings and issues he had been dealing with since the last meeting. (Detail in appendix A).</p> <p>ii. No feedback for this meeting.</p>								
23/132	i.	<p><b>Services Committee.</b></p> <p>1. Any recommendations from The Services Committee for decision by full Council.</p> <p>2. The Services Committee Chair (Councillor Hogg) will provide a verbal report of any meeting decisions.</p>	<p>1. No recommendations for this meeting.</p> <p>2. The Committee Chair Councillor Hogg , provided a verbal report of the last services committee meeting decisions.</p>								
23/133	j.	<p><b>Planning Working Group</b></p> <p><b>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="296 952 1018 1279"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td>23/01674/FUL</td> <td>Single storey rear extension, porch extension to front elevation and garage conversion Location 22 Nottingham Court Hazelmere Bedlington Northumberland NE22 6PE</td> <td>14th June 2023.</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	23/01674/FUL	Single storey rear extension, porch extension to front elevation and garage conversion Location 22 Nottingham Court Hazelmere Bedlington Northumberland NE22 6PE	14th June 2023.	<table border="1" data-bbox="1046 952 1528 1279"> <thead> <tr> <th>Determination</th> </tr> </thead> <tbody> <tr> <td>No Comment.</td> </tr> </tbody> </table>	Determination	No Comment.
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23/134	k.	<p><b>Other Working Groups / Committees (items for decision or discussion).</b></p> <p>1. Any Recommendations from Other Working Groups for decision by full Council.</p> <p>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.</p>	<p>1. None for this meeting.</p> <p>2. None for this meeting.</p>								
23/135	l.	<p><b>Bank Reconciliation</b></p> <p>i. The Council are requested to APPROVE the suggested amendment to its Financial Regulations (Section 2.2 ACCOUNTING AND AUDIT (INTERNAL AND EXTERNAL) to reflect the change in Bank Reconciliation procedure. (Distributed to members).</p> <p>ii. The Council are asked to APPROVE a checked bank reconciliation of £324,149.13 as of 31<sup>st</sup> May 2023 and a Deposit Account Balance of £100,764.88 as of 31<sup>st</sup> May 2023.</p>	<p><b>RESOLVED</b></p> <p>i. To <b>APPROVE</b> the suggested amendment to its Financial Regulations (Section 2.2 ACCOUNTING AND AUDIT (INTERNAL AND EXTERNAL) to reflect the change in Bank Reconciliation procedure.</p> <p>ii. To <b>APPROVE</b> a checked bank reconciliation of £324,149.13 as of 31<sup>st</sup> May 2023 and a Deposit Account Balance of £100,764.88 as of 31<sup>st</sup> May 2023</p>								

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

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23/136		<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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23/00993/FUL	Proposed gate piers and small wall to join up to existing gate piers and wall of site A Location Plot B Land West Of 62 Station Road Stannington Morpeth Northumberland NE61 6NN	GRANTED																																																																																				
23/137	g.	<p><b>Police Report.</b> No Police report for this meeting. The next scheduled regular report is for July 2023 meeting.</p>																																																																																				
23/138	h.	<p><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.</p> <ol style="list-style-type: none"> <li>Councillor – Councillor Thompson requested the Annual Meeting of The Town (and the participation of Northumberland County Council Leader Councillor Sanderson to be rearranged as soon as possible.</li> <li>Town Clerk – Annual Leave / Office Closure – The Council Office will be closed on Friday 9<sup>th</sup> June 2023 – Friday 16<sup>th</sup> June 2023.</li> <li>Town Clerk - Advance Agenda Item – The 2024-25 Local Transport Plan Programme Consultation for submission by Friday 28th July 2022. (Distributed details to members in advance).</li> </ol>																																																																																				
23/139	j.	<p><b>Date of Next Meeting.</b> The next scheduled meeting of the Council will be its Annual Meeting on Thursday 13th July 2023 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 5th July 2023.</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.

	<b>Matters for Discussion / Decision / Information</b>
	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**

## Appendix A

### Chairs Update 8/6/23

As members can see from the agenda, I have asked for all future agendas to have a chairs update, my aim of this is to keep members informed of things that have happened since our last meeting and also keep the public informed.

Since our last meeting, I have taken part in Carbon literacy training with members of Ashington Town Council and Hexham Town Council in which it was highlighted how we as a Council can help reduce our carbon footprints and improve the area for our community, I will be discussing this item at the next services committee meeting for us to look at how we can help reduce our carbon footprint and improve our services to be more sustainable and environmentally friendly.

I have had introductory meetings with our three County councillors, We had a discussion about a number of issues most notably the town centre development which our county councillors are having regular meetings with the leadership of NCC about. We highlighted on that point that we also have not been kept informed of progress and asked if our county councillors could help with that, most notably that services will have to be provided for the new town centre such as seating and bins and that we should be included in discussions. We also discussed issues around Dr pit park and what could be done to help residents in that area, locking of the park was discussed but we will be working with NCC and the police to discussion any options going forward.

Sadly, the meeting of the town had to be cancelled due to flooding of the community centre, while we have missed the deadline for another meeting of the town, we are planning to have a public meeting with NCC about the Town Centre, hopefully we will have a date in the next few weeks.

Lastly, our event on 20 Aches is this weekend and look forward to seeing you there.