

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



**WEST BEDLINGTON  
TOWN COUNCIL**

**On Thursday 9th March 2023 at 6.30pm.**

Before the meeting at the invitation of The Chair everyone at the meeting stood for a period of 1 minutes silence in memory of past Town Councillor Keith Dalton.

**PRESENTATIONS.**

- Northumbria Police submitted apologies for not attending the meeting. A Police Report will now be included in April’s meeting.

**QUESTIONS TO THE COUNCIL**

- A resident asked why the Town Council now required the services of a Community Event Planner after many years of successfully providing events without one. The Chair responded that the Council is providing more events than ever and particularly throughout school holidays, and that the expertise and time required for the Council to plan these events directly was no longer available.
- A resident asked if the Town Council “thought it was right to pay one of its own Councillors for providing events on behalf of The Council”. The Chair replied that the matter had been included within the current meeting agenda and members would make a determination at that point in the meeting.
- A resident asked why the items relating to a Community Event Planner are included within The Exempt Business (Closed) part of agenda and requested they should be discussed and made in the open part of the agenda. The Chair asked the members of The Council if they would be in agreement to moving those items to the open part of the agenda. Members unanimously agreed to move items Part D a ii and Part D a iii to the open part of the agenda but item Part D a i would remain within the Exempt part of the agenda.

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

Min Ref		Attendance / Apologies and Declarations of Interests.	Determination
23/51		<b>In Attendance</b>	Councillors Crosby, Hedley, Hogg, Taylor, Thompson, Todd, D Wallace, and R Wallace (Chair). Town Clerk Steven Young, and 4 (Four) members of the public.
23/52	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 Councillor Reed were <b>NOTED.</b> ii. There were no dispensations for absence for this meeting.
23/53	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.	Councillor R Wallace made a declaration of interest in relation to agenda items Part B 2a iii Pupils Fund Application – Whitley Memorial C of E Primary School and Agenda Item Part D A iii Councillor Reed. Councillor Crosby made a declaration of interest in relation to agenda item Part D A iii Councillor Reed. Councillor D Wallace made a declaration of interest in relation to agenda item Part D A iii Councillor Reed and item 2a ii St. Bedes Catholic School. Councillor Thompson made a declaration of interest in relation to agenda items Part B 2a iii Pupils Fund Application – Whitley Memorial C of E Primary School.  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
23/54	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 9th February 2023.	<b>RESOLVED</b> that the minutes of the West Bedlington Town Council Meeting held on 9th February 2023 are <b>APPROVED</b> as a true record.
23/55	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 9th February 2023.

### 2. MATTERS FOR DISCUSSION / DECISION

		Matters for Discussion / Decision	Determination
23/56	a.	<p><b>Community Chest / Pupils Fund Applications</b></p> <p>The Council are requested to discuss and decide upon the following funding applications:</p> <ul style="list-style-type: none"> <li>i. Community Chest Application from Northumberland Scouts.</li> <li>ii. Pupils Fund Application from St Bede's Catholic Primary School.</li> <li>iii. Pupils Fund Application from Whitley Memorial C of E Primary School.</li> </ul>	<ul style="list-style-type: none"> <li>i. <b>DEFERRED</b> pending additional information from applicant.</li> <li>ii. <b>RESOLVED TO APPROVE</b> the award of £1500 to St Bede's Catholic Primary School.</li> <li>iii. <b>RESOLVED TO APPROVE</b> the award of £1500 to Whitley Memorial C of E Primary School.</li> </ul>
23/57	b.	<p><b>County Councillor Communication Protocol.</b></p> <p>Minute 21/89 APPROVED a DRAFT County Councillor Communication Protocol. County Councillors have now had an opportunity to comment upon the DRAFT and have signalled their approval subject to one minor change.</p> <p>The Council are now asked to APPROVE to revised County Councillor Protocol. (DRAFT protocol distributed to members).</p>	<b>RESOLVED to ADOPT</b> the DRAFT County Councillor Communication Protocol.
23/58	c.	<p><b>2023 Pantomime.</b></p> <p>The Council are requested and discuss and decide upon a preferred provider for its 2023 Pantomime.</p> <p>Following an approach from last year's provider asking The Council to secure a future booking on one of only two available dates in December 2023 at the same cost as in 2022 (£2500 for 3 performances). Several alternative quotes have been secured within the very short time frame and The Council are asked to discuss and decide upon a preferred provider from all the proposals provided against the option of rebooking with the current provider.</p> <p>(All new quotes distributed to members).</p>	<b>RESOLVED to APPROVE</b> the reappointment of the existing Pantomime provider Harriet Louise Productions at the same cost as for 2023 (£2500).
23/59	d.	<p><b>The Coronation of King Charles III.</b></p> <p>The Council are asked if they would like to purchase any Coronation Memorabilia for distribution through the community. (NB No budget provision has been provided so any agreed expenditure would need to be met from the Councils reserves).</p> <p>The Council are asked to decide on the nature / type of the memorabilia (if any) and to agree to a budget(s) (if any) for any expenditure occurred.</p>	<b>RESOLVED to APPROVE</b> the purchase of Coronation coins for distribution to the four primary schools within the Councils parish.
23/60	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 update from External meetings

23/61	f.	<p><b>Services Committee.</b></p> <ol style="list-style-type: none"> <li>Any recommendations from The Services Committee for decision by full Council.</li> <li>The Services Committee Chair (Councillor Hogg) will provide a verbal report of any meeting decisions.</li> </ol>	<ol style="list-style-type: none"> <li>No recommendations for this meeting.</li> <li>Councillor Hogg provided a verbal report of the last services committee meeting decisions.</li> </ol>						
23/62	g.	<p><b>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"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Response Due Date</th> </tr> </thead> <tbody> <tr> <td></td> <td>None for this meeting</td> <td></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		None for this meeting		None for this meeting
Ref.	Description	Response Due Date							
	None for this meeting								
23/63	h.	<p><b>Other Working Groups / Committees (items for decision or discussion).</b></p> <ol style="list-style-type: none"> <li>Any Recommendations from Other Working Groups for decision by full Council.</li> <li>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.</li> </ol>	None for this meeting.						

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

Matters for Information or To Be Noted					
23/64		<p><b>RESOLVED to NOTE</b></p> <p>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
		45	Northumberland County Council	(Dog Control) Public Spaces Protection Order	Noted + Circulated
		46	Resident	Request for historical information about The Tower in Church Lane, Bedlington	Noted + Circulated
		47	Community Action Northumberland	CAN Enews 3 February 2023	Noted + Circulated
		48	Northumberland County Council	Latest Northumberland News and Jobs   February 3, 2023	Noted + Circulated
		49	NALC	Enews February 2023	Noted + Circulated
		50	Northumbria Connected	Safer Internet Day	Noted + Circulated
		51	Resident	Update re representing Northumberland at the English schools XC championships in March.	Noted + Circulated

		52	North of Tyne Combined Authority	No NTCA Precept on Council Tax for 4th Year Running	Noted + Circulated
		53	Northumberland County Council	Latest Northumberland News and Jobs   February 10, 2023	Noted + Circulated
		54	Northumbria Connected	Crime Update	Noted + Circulated
		55	Northumberland County Council	Cramlington, Bedlington & Seaton Valley Local Area Council	Noted + Circulated
		56	Northumbria Connected	Bedlington Neighbourhood Policing Team Introduction	Noted + Circulated
		57	SENUG	Next Meeting - 9 <sup>th</sup> March 2023	Noted + Circulated
		58	Northern Powergrid	Amber Wind Weather Alert	Noted + Circulated
		59	NCC Climate Change Team	Funding opportunities	Noted + Circulated
		60	Bedlington Salvation Army	Note of Thanks for Donation	Noted + Circulated
		61	King Ramps	Skate Workshops	Noted + Circulated
		62	Resident	Publication of Members Attendance	Noted + Circulated + Replied
		63	Resident	Financial Assistance Request	Noted + Circulated + Replied
		64	NALC /SLCC	Civility and Respect	Noted + Circulated
	b.	<b>Consultations.</b>			
		From	Description	Details	
		None For This Meeting			
	c.	<b>Invitations.</b>			
		From	Event	Response Details	
		Devolution Deal - public event	4pm on Wednesday, 15 February 2023, at St James' Church Hall, Pottergate, Alnwick, NE66 1JW	Open to ALL	
		Head of Cultural Services / Interim Service Director Northumberland County Council	Invitation to the NCC Filming Friendly Seminar - 10 March	Open to all members	
	d.	<b>Schedule of Payments and Receipts.</b>			
		Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.			
		Payee	Amount £. p	Description	Notes
		Northumberland County Council	3,947.84	January Payroll Costs	
		Northumberland County Council	-2,300.00	County Councillor Taylor Small Claims Funding Receipt	
		Springview Landscaping	40.00	Repairs to curb stone	
		Springview Landscaping	40.00	Repairs to curb stone	
		Reay Security Limited	83.04	CCTV Charges	
		Smart Office Systems Ltd	26.40	Printer Costs	
		Smart Office Systems Ltd	9.60	Printer Costs	
		DL Maintenance & Repair	248.27	Bus Panel Repairs	
		D&M Fencing Ltd	288.00	Christmas Tree Picket Fence	
		Glassfibre Flagpole Ltd	300.00	Flagpole Annual Service	
		Viking Payments	90.40	Paper and Stationery	
		Widescope Web Design	432.00	Website Hosting Annual Fee	
		Talk Talk Business	48.54	Telephone + Internet Charges	
		Bedlington Food Bank	1,000.00	Food Bank Donation (Jan + Feb)	
		Reay Security Limited	809.64	CCTV Charges	
		Reay Security Limited	446.40	Meadowdale Gates Opening + Closing	
		Reay Security Limited	83.04	CCTV Charges	
		Springview Landscaping	260.00	Bus Shelter Access Path	
		Bedlington Salvation Army	500.00	Food Bank Donation (Feb)	
		Wansbeck Valley Food Bank	500.00	Food Bank Donation (Feb)	
		Wireless Logic Limited	539.14	CCTV Sim Charges	
		Northumberland County Council	3,947.84	February Payroll Costs	

		Northumberland County Council	12,590.40	Christmas Lights Charges	
	e.	<b>Other Planning Applications</b> Where comments have not been requested.			
		<b>Ref.</b>	<b>Description</b>		
			None For This Meeting		
	f.	<b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council.</b>			
		<b>Ref.</b>	<b>Description</b>	<b>Decision</b>	
		22/04566/COU	Retrospective - Change of Use of Residential Institution (Boarding School/Care Home, C2 Use Class) to School (F1 Use Class) Location Howard House School Netherton Colliery Bedlington Northumberland NE22 6BB	GRANTED	
		22/01585/FUL	Retrospective: Change of use from Public House (use class Sui Generis) into mixed use as Bar/Restaurant. Rear outdoor terrace with 1.0M high timber pillar box and timber inset and conversion of outbuilding into ancillary food serving building (As amended 23.01.2023) Location Mood Hospitality 8 Market Place Bedlington Northumberland NE22 5TN	GRANTED	
23/65	g.	<b>Police Report.</b> There was no Police report for this meeting. The next scheduled regular report is for April 2023 meeting.			
23/66	h.	<b>Financial Update / Bank Reconciliation.</b>			
		<b>Bank Reconciliation</b> I. The Council are asked to note a checked bank reconciliation of £253,701.02 as of 28 <sup>th</sup> February 2023 and a Deposit Account Balance of £100,596.53 as of 28 <sup>th</sup> February 2023. Note re Bank Reconciliation– In accordance with revised Statement of Internal Controls Councillor J Todd as the nominated member has independently verified the monthly bank reconciliation		The Council <b>NOTED</b> the bank reconciliation.	
23/67	i.	<b>Originally included under Part D of agenda – moved to item Part C I by agreement with members.</b>			
		<b>Community Event Planner.</b> II. The Council are requested to discuss and decide upon a management and reporting system for the Community Event Planner (now that The Events Working Group has been discontinued). III. The Council are requested to discuss and decide upon a proposal from The Event Planner to hire the services of a current member of the Council.		II. <b>RESOLVED</b> Councillors Taylor, Todd, D Wallace and R Wallace to provide support and advice to The Community Event Planner. III. <b>RESOLVED to APPROVE</b> – Council advice is a sitting or current Councillor should not financially benefit from any services funded by The Council.	
23/68	j.	<b>Date of Next Meeting.</b> The next scheduled meeting of the Council will be on Thursday 13th April 2023 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 5 <sup>th</sup> April 2023.			

**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.

23/69	k.	<b>Matters for Discussion / Decision / Information</b>	
		<b>Community Event Planner.</b> i. The Council are asked to approve the appointment of a Community Event Planner following further interviews on 1st March 2023.	<b>RESOLVED to APPOINT</b> Charmain Hamilton as the Town Councils Community Event Planner for 12 months commencing on 1 <sup>st</sup> March 2023.

**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