

AMBLE TOWN COUNCIL – September 2018

The Minutes of the meeting of Thursday 13 September 2018 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

PRESENT:

Cllrs Craig Weir, (Chair), Cllrs H Lewis, M Horn, J Watson, I Hinson, I Parks, K Morrison, V Smith - Town Clerk,

The Chair informed that the meeting was being recorded for administrative and transparency purposes. The meeting was also recorded for the Northumberland Gazette.

Actions

124. APOLOGIES

Apologies accepted from Cllr Dargue, Cllr Hinton

125. DECLARATION OF INTEREST

Members are requested to advise Council of any Declarations of Interest appertaining to the following Agenda Items:

125.1 Cllrs Parks, Lewis and Weir declared an interest in Allotments.

126. PUBLIC QUESTION TIME: (maximum 15 minutes)

A letter was received via Cllr Terry Clark from a resident of Runciman Way who was present at this meeting. The resident has some major concerns regarding inconsiderate parking on Runciman Way. The resident has had some communication with NCC who advised her to take the matter up with the Town Council. NCC assured the resident that there are traffic enforcement officers in the area although it was reported that they did not patrol the whole area and were not there very long. The Chair assured the resident that their concerns would be raised again at the Parking Group which is attended by both County Cllrs and officers. Cllr Watson suggested that the complaint be forwarded direct to Highways and Lynne Ryan and also agreed to follow this issue up personally. Further discussion took place on whether the obstruction would be a police matter as in some cases wheelchair users and pushchairs are not able to pass. The Clerk to request that NCC carry out a blitz of the area on a Sunday. The Clerk to contact Northumbria Police to request clarity on what is considered a police matter.

Clerk

127. MINUTES: TOWN COUNCIL

127.1: To consider the minutes of the meeting held 8 August 2018

Item number 97 – 123 were approved as a true record.

127.2 The minutes of the Extraordinary Meeting of the Town Council on 23 August 2018 from items 1-4 were approved as a true record.

128. CLERK'S REPORT:

RECOMMENDATION – That the Council notes the contents of the report and consider actions where necessary. Noted.

This month all Council staff have been involved in attending the ICCM Cemetery Management Training at County Hall.

Meetings have included Richard Wearmouth, Bill Pringle and NCC, Fresh Air Fitness and meetings with re Paddlers Park. Meetings with NCC have also been held regarding planning

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and S106 involvement and Northumbrian Water. All notes are included in the agenda and available if needed.

Work has been progressing on the Remembrance Day events and all associated with that. The Peace Sculpture is well on its way now.

The Grant paperwork for the war memorial funds has been sent but we have received notification that the person dealing with our submission is due to leave on 21st September. We have been assured that any submissions already sent in are being dealt with as high priority.

There has been a lot of dialogue between ATC and planning at County Hall – which will be discussed later in the agenda.

The 2017/2018 External Audit report has been received and has not highlighted any issues.

The office staff were thanked for their work on the audit.

Discussion proceeded to take place regarding the Clerk working outside of office hours. Whilst it is appreciated that work is completed in a timely manner, Cllrs requested that the Clerk monitor the work / life balance and to highlight if there are any capacity issues. The Clerk assured Cllrs that there was no conflict and that working out of hours assisted in the flexible approach needed to fulfil the requirements of the post and the Clerk's personal circumstances.

129. CHAIRMANS COMMUNICATION and REPORT

129.1. Chairman's Report

The chair attended numerous meetings. He reported the date of the NTC cinema of 28th September 2018. The next community litter pick with Litterbugs Warkworth takes place on 15 September at the car park at Island View at 11am. A charity skinny dip has been arranged for 23 September 2018 at 7am at Druridge Bay. The next performance of Heartspur takes place on 2 October 2018.

129.2. Vice Chairman Report

All meetings attended by the vice chair are those which are covered within the agenda

130. REPORTS FROM COUNTY COUNCILLORS:

130.1 To receive a report from County Councillor Clark:

Cllr Clark reported on numerous complaints regarding parking in Amble. Many streets in Amble do not have adequate parking. Some residents feel their only option is to agree to a residents' only permit scheme. Complaints have been received from residents of Harbour Road, Leazes Street, Lawson Street and Ladbroke Street.

There has also been reports of vehicles blocking driveways and H bars and dropped curbs. Parking problems have been reported on narrow pavements restricting access for wheelchair users and pushchairs.

Cllr Weir assured that all of these issues had been discussed during various parking meetings and would be addressed again.

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Cllr Clark also reported on issues with a blocked drain on Wellwood Street, the potholes within the town that are yet to be fixed, the access only signage required for Lindisfarne Road and the need for a drain on Acklington Road junction with Central Avenue.

Cllr Clark has been assured that work on Middleton Street will begin in 4 week's time.

The residents of Harbour Road and Bay View have contacted Cllr Clark with concerns that Harbour Road Grass Area has been highlighted as possible development land. Residents were assured that this land belongs to WHC and there is no intention at this stage to develop anything here. It was clarified that this land has been designated as potential space for building in the SHLAA but that does not mean that it will happen.

Cllr Clark has submitted his Local Transport Plan priorities which include:

- Percy Drive Traffic Calming and Dropped Curbs
- Harbour Road – Residents' Permits
- Radcliffe Traffic Calming Measures

Members were under the impression that residents' permits did not meet the criteria for LTP and asked TC to rethink this point. The Clerk agreed to send TC the list of the ATC priorities sent to the LTP.

Clerk

Cllr Clark also talked about the additional funding required by JCSC and how the rising pupil numbers are affecting the school's ability.

130.2. To receive a report from County Councillor Watson:

Cllr Watson felt he should address the comments made in the press last month regarding JCSC and "failing our children" which he felt were unfair comments. Cllr Watson raised the issues at County Council meeting and confirmed that £693k had been secured from S106 money, £540k maintenance funding, £100k towards roofing repairs and a further £6M for further school improvements. It was clarified that the £6M was not S106 monies but from the NCC capital funds in relation to SEND. He reported that this year the rules around S106 have changed so that all S106 agreements must have an element set aside for education and health. It is not possible however, to back date this change. It was noted that the school results had vastly improved during the last two years under new management and leadership. It was also felt that the JCSC relationship with NCC has improved.

Cllr Watson also visited the South Avenue site and was impressed.

It was felt by some members that the comments in the press were justified as for some time there had been no information forthcoming from NCC despite meeting with Cllr Daley in March and the promise of updates. Nevertheless, it was felt very encouraging to see the developments and progress for Amble schools. Members requested that open dialogue and updates from NCC be re-established and maintained. ATC are due to meet with JCSC soon.

131. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES & REPORTS OF MEETINGS ATTENDED BY MEMBERS AS PRIVATE INDIVIDUALS:

131.1 To receive the report of Councillors who represent ATC on outside bodies (Cllr Reports)

Meetings attended by members included a meeting with Richard Wearmouth – Advance Northumberland, Paddlers Park, the Extraordinary Town Council meeting, a meeting with NCC Planning Meetings re: S106.

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Cllr Morrison attended the AYP meeting and reported on the Youth Festival which is taking place now on 30 September 2018 at 11am in the Town Square. Various youth organisations will be taking place with the High Sheriff coming to open the event. A request was received from the Youth Project to loan various pieces of equipment belonging to ATC, but also some that do not. The Clerk to contact AYP to explain the loan process and to share information of other contacts for different equipment. The AYP are also looking for a small chest freezer.

Clerk

Cllr Weir reported that the employment hub has been very successful, and CAN are very pleased with how it is running.

Cllr Parks reported on the Town and Parish Council Conference taking place on 11 October 2018. Cllr Weir and Cllr Lewis to attend. The NALC AGM takes place on 29 September 2018 – Cllr Parks will attend, Cllr Weir may go too.

Cllr Parks also raised the issue in the Draft Local Plan regarding green spaces and the recreation plan and protected areas. The settlement boundaries are an historical issue; both are something that NALC are taking forward.

Flood and rescue and emergency planning plans were discussed and all Town and Parish Councils were encouraged to put together appropriate plans.

It was reported that the Credit Union had moved premises to Ashington. Cllr Morrison and Watson to check whether this service is still available in Amble.

132. FINANCIAL REPORT:

132.1 To consider voucher numbers for payment 170 - 195 and receipt vouchers 76 - 92

Voucher number 169 to 195 were approved. Receipt numbers 76 to 92 were approved. It was noted that there was a duplicate payment from NCC. This is in the process of being refunded by ATC.

132.2. Bank Reconciliation

The reconciliation was accepted.

132.3. YTD figures

The year to date figures were noted.

133.4. Grant requests

No grant requests were received.

133.5 Letter from Barclays Bank re changes to bank charges

The letter from Barclays informing ATC of the charges to be incurred with their community account for balances over £100k was discussed. It was agreed to transfer £140k to the CCLA account and monitor the balance, particularly at the precept deposit time, to stay within the limit.

Clerk

133.6 Future Budget Aspirations

All Councillors were reminded that the time is approaching where future budget commitments need to be identified and accounted for in the next financial year budget planning. All Cllrs to think about any future projects and report to the Clerk. The Clerk to work out the annual cost of the CCTV system and maintenance. A suggested purchase is two new police standard cameras at both entrances to the town. Northumbria Police have agreed to install and maintain the cameras if ATC purchase them. The Clerk to produce a map of the CCTV camera locations.

Clerk

Clerk

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A meeting is still to be arranged with ATC / Alcom and Northumbria Police. The Clerk to ask Northumbria Police to let ATC know if they have been asked to look at the CCTV, even if they can't find anything helpful to the enquiry as it would be useful to have a log of how often it is being used.

Clerk

133.7 To note that the remainder of the precept was in the accounts.

Noted

134. AMENITIES MANAGEMENT COMMITTEE:

134.1 The next Amenities meeting takes place on 27 September 2018. A site visit of the West Cemetery will be at 5pm. Cllr Morrison to discuss the Church Street Bus Shelter, under the seat, with the contractor who carried out the work to the floor.

KM

135: PLANNING COMMITTEE

135.1 The planning report for August 2018 was noted.

Arch, the developer of The Amble Inn, have removed the trees outside the development. Approval was not given although the discharge of conditions had been submitted. ATC objected to the planned removal, backed up by the NCC ecologist and were dismayed that before any decision had been given, the work had been carried out. Members sought retrospective approval from Full Council of the emails to planning officers regarding the removal of these trees. Approval was granted. This is now an enforcement issue and is being dealt with in this way. ATC to draft further letter – wording to be supplied by Cllr Horn- to clarify the amended scheme sketch. Cllr Watson took no part in this discussion.

MH

It was reported that the application for the new gym on the industrial Estate had now been withdrawn. This would be verified.

The planning application for the supermarket retail park is now on the portal system for viewing. The reference number is 18/03156/FUL.

136. AGENDA ITEMS:

136.1 Notice of Conclusion of Audit

The Notice of the Conclusion of Audit was noted and accepted. There were no issues arising. The Clerk to display the notice in the noticeboard, website and social media.

136.2 To note and approve the following policies

Code of Conduct / Document Retention / Freedom of Information / General Financial Responsibilities / Relations Protocol

The protocols were approved. The Clerk to check if there were new NALC standing orders.

Clerk

136.3 Update on Remembrance Day Arrangements

Cllrs were updated on the Remembrance Day arrangements. A meeting has been held with CCT and ATC await to hear back from them on their agreement to the plans for the blessing of the clock tower and the church service.

Plans are now finalised for this weekend. **Saturday 2pm**- those who helped raise money towards the Clock Tower repairs have been invited to place wooden commemorative crosses, with the names of those who died in WW1 on all the town's memorials, in the grass area behind the memorial after its blessing. **Sunday** morning the laying of wreaths will commence **just before 11am** and the service there will include a dedication of the new peace memorial. This will be followed by a service at St. Cuthbert's Church. Later that day, Councillors will serve refreshments

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to invited guests who helped with the memorial repair funds. At approx. **6.15pm** Ellington Brass Band will play and march from Dovecote Street to North Street, then walk to the Braid where they will play for the gathered crowd. Just before 7pm, the Mayor, Craig Weir, will read the nationwide exhortation for peace, before the lighting of the beacon at **7pm**, joining the national chain of beacons to signal the end of the WW1 centenary. This will be followed by an orchestrated fireworks display to reflect the celebrations at the end of WW1.

Tommy & Joanne Boswell will provide free tea and coffee from 9.30-10.30am on the 11 November 2018 morning service and will be based near the amphitheatre if ATC & ADT permission is granted. It was hoped that this would not create a litter problem in the town square. Spurellis is also to be informed.

A meeting with Ben Newall has been arranged for 27th September to discuss the sound and lighting equipment needs.

A site plan and risk assessment from Reaction Fireworks has been received.

Coquet Yacht Club will allow use of their facilities and have food and drinks for purchase at the fireworks event . ATC to receive copies of their food hygiene documents. Marshalls have been arranged via the rotary who will also do a joint collection with the RBL.

Clerk

It is expected that further lighting will be needed.

The Marina are to be asked to assist with their lighting and Cllr Watson has agreed to loan his flood light if needed. Sources of power are to be confirmed. Information is to be added to the newsletter with a reminder for attendees to take care when arriving and bring a torch due to the dark uneven area.

Information has been submitted to NCC for road closures and use of land permission. NCC have been requested to keep the toilets open later and litter pick the area after the event.

A Remembrance Day Leaflet has been drafted for commemorative purposes. A vote was called on whether the leaflet should be written in past or present tense. It was agreed by a vote of 5 to 2 to proceed with past tense.

Clerk

136.4 Invite to workshop of Stephen Lunn Blacksmith

Stephen Lunn has kindly offered to show members around his workshop. In order to get the most out of the visit it is recommended that Cllrs attend in small groups. It was suggested w/c 24th September. All Cllrs wishing to visit are to email the Clerk with their availability.

All

136.5 To agree attendees of the meeting with Richard Schofield

A meeting with Richard Schofield has been arranged for 5.30 on 26th September. All members are welcome and to inform the Clerk of their attendance.

All

136.6 Proposed letter to Amble schools re Cllr involvement with school activities

It was proposed to write to all schools to offer a visit from ATC as requested by them, perhaps once a term, rather than once a year during Local Democracy Week as it was acknowledged that this did not always fit well into their timetable. It was agreed that a letter to be sent.

Clerk

136.7 Notes of the meeting with Northumbria Water

The notes were circulated in advance. Culverts are more of a private issue and that Northumbria Water are unable to take on all private culverts. NCC as Flood Authority state any developers that wish to use our culvert for their surface water must carry out a survey and ATC

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felt it would be preferable to have a copy. Northumbria Water also offered to view any survey that was received to ensure that it was a fair report.

A letter was also drafted to the leading flood authority and planning officer to state that ATC were not happy that developers have been allowed to route surface water through our private culvert without any consultation with ATC. As this development had not been approved yet it would be a civil matter rather than a planning matter but as we had brought it to their attention the planners will take a look at it. It was also reported that the best way for ATC to comment on these issues would be through the discharge of conditions once available on the public planning portal.

The planning officer is to forward ATC's concerns to the developer.

The pipe was in a good condition for its age. There was additional concern that most of the water from the west of the town goes into these pipes and despite requests from the Rights of Way officer, the developers have declined to look after the area before it runs through the piping, therefore allowing all debris and material to run with the water and into the pipe. ATC get no financial support to help repair or maintain the pipe but it is their responsibility to do so should something happen. Northumbria Water offered advice on things which may help this.

136.8 To agree the Remembrance Day Leaflet costs

The total cost for 500 trifold leaflets was £182. It was agreed that this was a good price. The Clerk to forward the amendments and proceed with the order.

Clerk

136.9 To agree costs for burial register mapping work

A quote was received of £170.00 to carry out the data transfer of the west cemetery burial records to the mapping software. This would be a substantial amount of work for office staff to carry out and would take a considerable amount of time. It was felt that this was a good use of funds and the Clerk is to proceed once a final recheck of the burial books from archives with the databases was carried out.

Clerk

137. COMMUNICATIONS:

137.1 Letter from Joan Stephenson – Parking on Runciman Way

The letter received from a resident of Runciman Way was discussed earlier in the agenda.

137.2 Email from Adrian Fletcher re speed sign on Acklington Road

An email has been received by NCC from an Amble resident regarding the speeding sign on Acklington Road. ATC are not responsible for this signage and did not install it. It was reported that it may now not be able to be repaired. The Clerk to respond to the resident to say that the Council are aware of the speeding issue on this road and Cllr Watson has installed CCTV at the location.

Clerk

137.3 Email from Walter Turnbull re obstructions to Ladbrooke Street

An email from a resident of Ladbrooke Street was received regarding the obstructions to the highway in this area from cars parked on pavements, bins left on pavements and trailers. This issue was reported previously to highways officers and will be reported again

137.4 Temporary timber works at the Amble Half Tide Weir

The temporary timber works at Amble Half Tide were noted.

137.5 Letter from NCC re the Amble Bypass and future highways works

A letter was received regarding the Amble Bypass and future highways works. It reported that there was no future plans for a new by-pass at this stage.

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137.6 Invite to “Heartspur” an NTC production

The NTC performance of Heartspur has taken place with another showing on 2 October.

137.7 NALC Enews

Noted

137.8 Letter from UK / Border Force

Noted

ADDITIONAL ITEMS

137.9 A letter of thanks was received from RBL for their £100 donation.

137.10 A letter from Mrs Wraith was raised and is to be addressed during the Amenities meeting.

137.11 The next allotment inspection of the East Allotments is to take place on 18 September at 10am. Cllr Horn to attend.

137.12 A request from AYP to borrow some equipment for the youth festival was received. The Clerk to send the ATC equipment loan form to Lara asap and to ensure that all adequate licenses and insurances are in place.

138. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

RECOMMENDATION - That the Council note the information items.

138.1 Letter of thanks for Events Committee Donation

A letter of thanks was received from the events committee for the £500 donation towards Lantern Workshops

138.2 Proposed internal alterations to St Cuthberts Parish Church.

The proposals were noted.

138.3 Business Case from Cock & Bull Micro Pub

Noted

138.4 Notes of the meeting with ATC and Total Leisure

It was agreed this item should be in private

138.5 Notes of the Paddlers Park meeting

It was agreed this item should be in private

138.6 To note the Councils registration and fee paid to the ICO

Noted

139. DATE & TIME OF NEXT MEETING:

The next Meeting is to be scheduled to take place on 11 October 2018.

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Under Section 100A (4) of the Local Government Act 1972, the press and public will be excluded from the Meeting during consideration of the following items on the Agenda due to their sensitive nature.

PUBLIC VERSION OF PRIVATE

140. MINUTES

140.1: Town Council meeting held on 8 August 2018

The minutes were approved from items 113 – 123

CW

140.2 To approve the minutes of the Extraordinary Meeting of the Town Council on 23 August 2018.

Item 5 was approved.

JW

141. PRIVATE REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES & REPORTS OF MEETINGS ATTENDED BY MEMBERS AS PRIVATE INDIVIDUALS

CAN report to be read by all Cllrs. Cllr Weir to send minutes when available from CAN meeting.

HL

142. AGENDA ITEMS

142.1 Update on proposed Land Sale, legal representation and agree a way forward

Cllrs were updated on the issues surrounding the land sale.

In light of the current situation it was proposed that the Council put on hold any agreement.

Clerk

142.2 Update on meeting with Fresh Air Fitness Rep

The notes were circulated. Cllr Weir has been trying to contact Mike Jeffrey for an update. Cllr Watson to take this issue up.

142.3 To discuss quotes received for fencing work at West Cemetery

Further quotes are to be obtained for other contractors. The issue was delegated to Chair of Amenities and the Clerk to take this forward up to a total of £800.

143. INFORMATION ITEMS

143.1 To note the notes from the meeting with Richard Wearmouth

Cllrs were happy with the outcome of the meeting with Richard Wearmouth and notes have been circulated to all.

143.2 Notes from the S106 meeting on 11 September 2018

The notes are to be circulated as soon as available. The Clerk to circulate the email from Heather Proudlock.

CW

The meeting ended at 8.45pm.

ACRONYMS

NCC – NORTHUMBERLAND COUNTY COUNCIL

CCT – COASTAL COMMUNITIES TEAM

CAN – COMMUNITY ACTION NORTHUMBERLAND

ATC – AMBLE TOWN COUNCIL

ADT – AMBLE DEVELOPMENT TRUST

PTA – PARENT TEACHER ASSOCIATION

Chairs Signature.....