

AMBLE TOWN COUNCIL – August 2018

The Minutes of the meeting of Thursday 9 August 2018 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

PRESENT:

Cllrs Craig Weir, (Chair), Cllrs H Lewis, Jane Dargue, M Horn, J Watson, I Hinson, I Parks, K Morrison, T Hinton
V Smith - Town Clerk, H Shepherd – Administrative Officer

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

97. APOLOGIES

Apologies from Terry Clark – NCC County Councillor

98. DECLARATION OF INTEREST

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

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

99. PUBLIC QUESTION TIME: (maximum 15 minutes)

In accordance with Section 1(d-g) of the ATC Standing Orders members of the public present may address the Council at this point on the agenda.

The Council/Committee reserves the right to respond or debate the issue at a later date.

There were no other members of the public present other than Mr Paul Murphy who is listed within the agenda,

100. Paul Murphy – Shop Jacket

Mr. Murphy introduced Shopjacket which helps businesses to regenerate their shop frontage and signage to make them more attractive to prospective customers and help with High Street regeneration. Mr. Murphy explained that shops in other areas have been assisted financially with this, from he believed, their local councils. Cllr Weir advised that this was not within the remit of Amble Town Council and they would not be in a position to financially commit, although the council were supportive of the initiative and believe it to be a good idea, especially with current plans for a retail park. Councillors suggested that an introduction is made to the Business Club and Amble Development Trust and Claire Shiels Media. Mr. Murphy to liaise with the Town Clerk.

Clerk

Rob Dobson, Acting Sergeant for the Alnwick and Amble Neighbourhood Police Team

Rob Dobson, Acting Sergeant for the Alnwick and Amble Neighbourhood Police Team attended the meeting to give a report on behalf of Northumbria Police. He said there were no major changes in crime rate in general although two estates within Amble have been identified as potential problematic areas due to historical issues. These areas have seen an increase in incidents over the summer and would be closely monitored.

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Sergeant Louise Hodgson will become the local officer to be based in Amble, once she has undergone further training at Alnwick.

Cllr Hinton and Sergeant Dobson to discuss some issues regarding young people in the town outside of the meeting.

It was felt that there is a lack of communication following the outcome of incidents that have been reported. Sergeant Dobson confirmed that any incidents reported should be followed up and the outcome passed on to whoever reported the crime. Sergeant Dobson agreed to look into the reporting process and report back to Town Clerk.

Discussion took place around possible deterrents or identification options available in order to help identify individuals involved in crime and disorder. Sergeant Dobson confirmed that it would not be possible to have images on display but that notices outlining the offence and where to go to report or talk about an incident could be displayed.

Sergeant Dobson and the local police force in general are committed to establishing a good working relationship with schools and other local community groups.

101. MINUTES: TOWN COUNCIL

101.1: To consider the minutes of the meeting held 14 June 2018
From 78 – 96.8 minutes were approved.

Cllr Watson was disappointed not to be involved in the CCTV photograph with Alncom and the Police Inspector especially as both himself and Cllr Clark were involved in the funding of some of the equipment. Unfortunately, the arrangement was very last minute as availability was limited. Cllr Weir went on to say that the ultimate goal of the photograph was to reassure the public that the CCTV is fully operational and is accessible by the local police team. Cllr Lewis said that acknowledgement of the contribution made by County Councillors would be included in the article.

102. CLERK'S REPORT:

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

102.1 Clerks report

The Clerk has been involved in meetings of Amenities Committee, JCSC, Sustainable Transport, Paddlers Park, NCC Partnership and Parking and Traffic Flow. All of which have minutes circulated with the agenda.

Gillian Turner has attended the offices for 4 hours during this period to clarify some work on the finances and ear marked funds as well as providing advice on other matters.

The Clerk attended the public consultation of the new retail park with members.

Work is progressing with the Peace Sculpture. The Clerk and Admin Officer will be beginning to prepare for the upcoming events of Remembrance Day and Christmas Parade soon.

The Clerk assisted in the interview process for the position of Admin Assistant and a new member of staff will be commencing work with ATC on 6 August.

All other items are covered within the agenda.

103. CHAIRMANS COMMUNICATION and REPORT

103.1. Chairman's Report

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Cllr Weir attended the Young Citizen's Award and the WI's 100 Year celebration. Cllr Weir was also involved in meetings of JCSC, Sustainable Transport, Paddlers Park, SLA and Parking and also the CCTV photo opportunity.

103.2. Vice Chairman Report

Cllr Lewis attended all meetings with the Clerk and Cllr Weir and has updates that are contained with the agenda items.

104. REPORTS FROM COUNTY COUNCILLORS:

104.1 To receive a report from County Councillor Clark:

Cllr Clark had given apologies for the meeting and no report was provided.

104.2. To receive a report from County Councillor Watson:

Cllr Watson reported that all actions concerning the travellers that had recently taken up residence on the Braid, were carried out as quickly as possible. The area has been cleaned up since their departure and measures will be put in place to prevent vehicle access to that particular area of the Braid in the future.

Cllr Watson is still working very hard with the County Council on the issue of town centre parking and hopes to be able to report on progress soon.

Cllr Watson also gave an update on the area at the South Roundabout and arranged for a clear up of the area, which is now looking better.

Cllr Watson departed the meeting.

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

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

A number of meetings were attended during the month including Sustainable Transport, meeting with Steve Slater from Tesco, Steve Ward NCC, JCSC, attendance at the local plan drop in session and retail park consultation, meetings to discuss Paddlers Park and Amble Youth Project AGM.

Cllr Morrison reported that Lara Patrick will be stepping in as manager for the Amble Youth Project during the absence of Tracey Hinton. The Youth Festival will be postponed until 8th October. The charity auction was a huge success.

106. FINANCIAL REPORT:

106.1 To consider voucher numbers for payment, 130 - 169 and receipt vouchers 65 - 76

Cllr Horn declared an interest in voucher 130

Cllr Weir declared an interest in voucher 137

Helen Shepherd declared an interest in 164

Payment and receipts were accepted, with exception with voucher 141 which will be discussed later in the agenda.

106.2. Bank Reconciliation

The reconciliation was accepted.

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106.3. YTD figures

The year to date figures were noted. Cllr Lewis raised a concern that the subscriptions budget was overspent but expenditure was clarified by the Clerk as correct. The budget figure will need to be substantially adjusted for next year to allow for annual fee increases.

Clerk

106.4. Grant requests

No grant requests were received.

107. AMENITIES MANAGEMENT COMMITTEE:

107.1 The minutes of the July meeting were accepted. The Clerk to correct the numbering of the private section.

Clerk

An in-depth survey has been carried out to identify vacant plots in the older parts of the cemetery. There are around 70 spaces however due to there being many plots with no head stones, it is difficult to be entirely certain of the exact location and therefore it was decided by the committee that these spaces will not be used and there will be no more new burials within the older section of Amble West Cemetery (A to L) although reopens and cremated remains interments would still be permitted where applicable.

Members were also made aware of the work agreed to be carried out by NB Clark. This includes erecting fencing along the cemetery boundary and also planting shrubs along the fence which are to be maintained by ATC. They also agreed to remove the path at the top of the turning circle and fill with top soil which NCC will grass seed (cost permitting), thus creating a larger cremated remains section for ATC. NB Clark also agreed to remove the excess spoil and soil pile that had accumulated at the start of Section N.

108: PLANNING COMMITTEE

108.1 The planning report for July 2018 was noted.

There are a small number of outstanding applications to be considered and Cllr Morrison requested that Councillors comment on these if they have not done so already. The fence at Gordon Street has now been taken down. This issue is to be monitored as appropriate.

108.2 Development Surface water Input to Culvert – letter to NCC and Lead Flood Authority
Amble Town Council have objected to proposals that the culvert will be used as an outlet for surface water drainage for the new development by Gloster Park. ATC await the response from NCC.

108.3 Letter to Northumbrian Water re: responsibility for Culvert

Cllr Lewis believes that the culvert should be the responsibility of Northumbria Water and a letter was written to that effect. Northumbrian Water have agreed to meet to discuss this further.

Clerk

108.4 Rotary Way Wildflowers

It was agreed to move this item to the private section of the meeting

108.5 Additional Request from Cllr Hinson re Amble By Pass

Cllr Hinson is concerned that there continues to be a lack of planning for an Amble bypass and would like to know if this subject is being addressed or whether there is any future highways planning for the area. Cllr Lewis suggested writing to the County Council to ask if there are plans to address traffic congestion which will undoubtedly increase due to the numerous housing developments. Cllr Weir suggested that this could also be raised as part of the local plan. The Council like would like to have clarification in writing whether or not a bypass will ever be reconsidered or if this is no longer a consideration.

Lewis

108.6 To agree the ATC response to the Northumberland Local Plan

Cllrs were asked to read the plan and provide any comments in advance of the meeting. A joint response from the Chair and Vice Chair was circulated ahead of the meeting. Any further

All

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comments were requested to be submitted to the Clerk for submission to NCC by Monday 13 September. Cllr Horn addressed the issue that there appears to be land identified in the SHLAA that are not mentioned within the Local Plan.

109. AGENDA ITEMS:

109.1 To discuss the Amble Retail Park Development

Members of the Council and the Clerk attended the private consultation of the retail park plans and facilities. The consultation was well attended with confirmation that Morrisons will be the supermarket with various other outlets yet to be secured.

109.2 Update on the Amble Peace Sculpture

Councillors agreed that the public vote has helped a great deal to engage the public in this project, including the Facebook voting poll and the boxes in the Post Offices. Work on the sculpture is now in progress.

109.3 Request to support the Events Committee with donation to Community Lantern Workshops

Cllrs Weir, Morrison and Horn declared an interest as members of the committee. Councillors were asked to consider a donation towards running community lantern workshops; the estimated costs which are £500. The Events Committee are unable to apply for a grant from ATC as their accounts are held by ATC. It was agreed unanimously to support the Events Committee with the Full Donation.

Clerk

109.4 To note the outcome of the recent Admin Assistant Interviews

A new Admin Assistant, Anna Kruk has been employed and took up her position on 8th August.

109.5 Retrospective Approval of News Page

Councillors thanked Cllr Parks for his contribution to the article which was accepted. Cllr Parks confirmed that his fundraising effort raised over £1000 for Macmillan cancer care.

109.6 To agree the way ahead with Active Northumberland

A further meeting is to be arranged after S106 discussions have been held with NCC.

Clerk

109.7 Consideration of Remembrance Day leaflet text

Quotes are to be sought for printing of a tri-fold leaflet

Cllr Weir confirmed that the speakers in the Clock Tower have been tested and are in good working order although these will not be in use for Remembrance Day as a professional sound technician has been arranged.

Road closures and other licences are currently being sought.

The Rotary are being consulted about the marshalling of the evening event and possible charity collection. Cllr Watson will clarify if a different event licence will be needed as attendance is expected to be greater than 499 people. A music licence may be required for this event also.

Clerk

Cllr Lewis said the Rights of Way officer was looking into the maintenance of the North Bank pathway which is in need of some maintenance work ahead of this event.

110. COMMUNICATIONS:

All

110.1 Draft Statement of Principles 2019 – 2022

Any comments are to be forwarded to the Clerk by 31 August 2018

110.2 County Council Members Local Improvement Scheme contribution towards Peace Memorial

County Councillors Jeff Watson and Terry Clark have donated £10,000 towards the Amble CCTV Project and this will provide CCTV cameras on Acklington Road and Percy Street.

110.3 Service of Commemoration 100th Armistice Day – to agree if a representative will attend

All

Any Councillors who would like to attend to inform the clerk by 24th August so a formal reply can be given. It was noted this clashed with ATC events on the day.

110.4 NALC Enews 17 July, 24 July, 1 Aug –

The newsletters were circulated previously and noted.

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110.5 Thank you letter from Northumbria Police re the Young Citizen Award contribution

Noted

110.6 Email from Peter Duddy re not for profit Community Radio Station

Clerk to send a letter of support and suggest contact with NTC and Bart Rippon who may be able to advise.

110.7 Letter from AGE UK

The invitation was noted and the Mayor was asked to consider the invitation further.

110.8 Invite to Joint NCC/Town and Parish Council meeting October 2018

If any Cllrs wish to attend please let the Clerk know.

110.9 Request for a letter of support to The Old Boathouse

A letter of support has been drafted that can be used for requests of this type. This will be circulated to Councillors for consideration. Councillors would like clarification about the source of the request before it is provided.

110.10 Wind Turbine Development and the Local Plan Consultation

The comments received were noted and taken into consideration when formulating the Council's response to the Local Plan.

110.11 Email from Amble First School requesting visit from ATC to discuss careers

Councillors wondered if this could be included as part of Local Democracy week activities. Clerk to contact to suggest this.

110.12 An Evening with Fred

All Councillors were invited to this event and if interested to book direct.

111. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

RECOMMENDATION - That the Council note the information items.

111.1 To note the notes from the meeting with JCSC

Cllr Dargue expressed that it is not apparent that a meeting has taken place between NCC and JCSC about the development of a business plan. Cllr Dargue suggested that a letter be sent to Cllr Daley for an update and for further information on what is being done to address the pinch points within the school year groups. Although there had been a meeting, more detail was required and this was agreed.

111.2 To note the notes from the Sustainable Transport Meeting

The minutes were noted

111.3 to note the notes from the meeting with Mike Jeffrey / Paul Jones re Paddlers Park

The minutes were noted.

111.4 To note the notes from the site visit of Paddlers Park with Mike Jeffrey and Bob Hodgson

The minutes were noted

111.5 To receive an update of the meeting with Steve Slater – Tesco

A meeting was held with Steve Slater from Estates Maintenance – Tesco. He suggested that three cuts a year- between April and October- should be adequate to maintain the area but would need to seek formal approval before confirmation can be given. He also agreed to look at the boundary to the pathway and clarify if anything can be done to cut back the hedging that is making the path inaccessible at times.

Problems continue with Tesco Express store blocking access to the car park with delivery vehicles and pavements with delivery cages which were also not netted. A letter will be written to the local store manager and also the corporate department.

111.6 To note the notes from the Partnership Meeting with NCC on 4th July

The minutes were noted.

111.7 To note the War Memorials Trust Grant form and documents

The Clerk has sent all supporting information and documents to the War Memorials Trust via email and post. The Clerk to report back when necessary.

111.8 To note the notes from the Parking meeting held on 18 July 2018

Clerk

Weir

All

Clerk

Clerk

All

Clerk

Clerk

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The minutes were noted

111.9 To note change of telephone provider from BT to Onecom

The Clerk confirmed that the telephone provider has been changed from BT to OneCom. The early termination fee, which ATC had been charged, will be covered by Onecom and new telephone equipment will be issued.

111.10 To note the new Sustrans Cycle Route

The new route has now been approved and will go in the same direction as other traffic. Signage is to be updated asap.

111.11 The Rural Economy 2018

Circulated previously

111.12 To note the Councils response to the A1 Morpeth – Felton Consultation

Amble Town Council responded to the consultation and received a response. The Clerk to forward the email to James Willoughby.

111.13 Notes of the meeting with Bill Pringle on 7th August 2018

Notes of this meeting are available if anyone wishes to view them. ATC are happy with the SLA with some minor issues along the way. The NCC reporting system is not currently working, Bill to rectify. During the winter, ATC will request analysis of works and costs to ensure value for money. It was agreed by all that the Town was looking much better.

112. DATE & TIME OF NEXT MEETING:

The next Meeting is to be scheduled to take place on 13th September.

Advance apologies were given from Cllrs Hinton and Dargue.

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

113. MINUTES

113.1: Town Council meeting held on 12 July 2018

The minutes were approved from items 94 – 96.8

114. Minutes of the Amenities Committee held on 26 July 2018

The minutes of the Amenities meeting from items 70.1 – 70.2

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

Cllr Hinton attended the AGM of the Amble Development Trust. The meeting was well attended.

116. AGENDA ITEMS

116.1 Amble Retail Park Development exhibition

There is some discussion in the town about the effect the retail park will have on the High Street. More work is needed on pedestrian links and more information would be useful on the effect to the existing garage.

Gateways and signage are to be further addressed and signage to the High Street to identify what is available within the town centre.

The Council would like to develop a relationship with the Community Champion when in post and to facilitate contacts community groups and organisations. ATC requested to be kept up to date with new information.

Clerk

Clerk

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Cllrs. Weir and Horn raised concern about the flow of pedestrian and vehicle routes. This may need to be looked into further at the planning application stage.

The Council have requested recycling facilities to be placed on site.

117. To note the outcome of the recent Admin Assistant Interviews

An appointment was made with Anna Kruk who began work on 6th August 2018.

Clerk

118. To approve purchase and type of contact cards

The prices obtained were high. The Clerk and office staff to design a plain card and seek other quotes or produce in house.

119. Progress on Hay and Kilner arrangements

Notice was served to the tenant on 31 July 2018. Any future discussions regarding this will now be dealt with through the proper legal channels.

Whilst on an allotment site visit as part of the Amenities meeting, it was noted that a new boundary fence has been erected which is encroaching on Council land. The Council has been assured that this is in hand and works to remedy the issue are in place.

120. Meeting with Steve Ward - NCC

A meeting was held with Stephen Ward from the Strategic Housing Department. The Council provided a list of community groups and organisations who may be beneficial to him.

Communications have already taken with some Education providers and Northumbria Police.

The Council requested that a direct line of communication between the Clerk and the housing officer be maintained and any queries from the public to be redirected to NCC.

Clerk

121 – St Cuthbert’s Church possible alterations

This item was a late agenda item.

Cllr Hinson declared an interest in this item. Cllrs Parks, Hinton and Weir will attend the meeting 22nd August to gather further information before a Council response is provided.

Parks
Weir
Hinton

122 – Damaged to memorials at Amble West Cemetery

Two complaints have been received about damage to headstones. Whilst at the meeting with NCC on site to discuss the SLA, Cllrs Weir and Lewis looked at both headstones. Both plot holders have been reminded of the rules around the responsibilities regarding the maintenance of headstones. The Clerk to write to both complainants.

There has also been a report of a fallen headstone in Section L. The Clerk to contact plot owner

Clerk

Clerk

123 – Rotary Way Wildflowers

Cllr Dargue declared an interest.

After meeting with Paul Creighton prior to the Full Council meeting it was agreed that on this occasion at this moment in time not to support the new project but maintain the existing area. Dr Creighton was recommended to contact the Coastal Communities Fund for further sponsorship. Contact to be made with Blyth and Cramlington Town Councils who both have successful wildflower areas.

Cllr Dargue felt that it would improve the gateway to the town and is disappointed that NCC/ATC are not able to support at this time.

Clerk

ACRONYMS

NCC – NORTHUMBERLAND COUNTY COUNCIL

CCT – COASTAL COMMUNITIES TEAM

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CAN – COMMUNITY ACTION NORTHUMBERLAND

ATC – AMBLE TOWN COUNCIL

ADT – AMBLE DEVELOPMENT TRUST

PTA – PARENT TEACHER ASSOCIATION

Chairs Signature.....