

## AMBLE TOWN COUNCIL – December 2017

The Minutes of the meeting of the Council held on Thursday 14 December 2017 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

### PRESENT:

Cllrs J Dargue (Chair), I Hinson, M Horn, H Lewis, K Morrison, J Watson, C Weir, I Parks, T Hinton, V Smith Town Clerk

J Willoughby- Northumberland Gazette.

There was 1 member of the public in attendance, Mr Michael Walters.

For transparency purposes the Chair informed that the meeting was being recorded for administrative and transparency purposes.

Action

### 139. APOLOGIES FOR ABSENCE

None

### 140. DECLARATIONS OF INTEREST

140.1 Cllrs Lewis, Parks, Weir declared an interest in Allotments. Cllrs Dargue & Horn declared an interest in grant requests that were listed on the agenda.

### 141. PUBLIC QUESTION TIME: (maximum 15 minutes)

Mr Walters reported that a lamp post has been removed on Northumbria Terrace and not replaced. County Cllr Watson explained that there was a programme in place to modernise the street lighting and that it would be complete in May / June 2018. He agreed that he would take this issue forward in terms of the missing lamppost. Mr Walters also reported that a No Access sign had been removed and not replaced on Lindisfarne Road. County Cllr Watson also agreed to take this forward.

JW

### 142. MINUTES: TOWN COUNCIL

#### 142.1: To consider the minutes of the meeting held 9 November 2017

Items 121 – 135.1 were agreed as a true record of the meeting.

### 143. CLERK'S REPORT:

#### RECOMMENDATION – That the Council notes the contents of the report and consider actions were necessary.

A representative of Fresh Air Fitness attended to reinstall the Double Air Walker at Paddlers Park. It was not possible to carry out the repairs to the Thai Chi Spinners and the Rower due to the nuts and bolts being threaded, making taking the equipment off the base impossible. The only way therefore would be to remove the whole piece of equipment, including the bases. Putting new bases in with new nuts and bolts will incur further charges. It was agreed to seek quotes from NCC and other contractors to remove the equipment to the compound at the West Cemetery and request a meeting with NCC to discuss the problems.

CLERK

The Clerk updated members of the SLCC conference. The two main areas of concern raised were the lack of internal auditors for the next period after this financial year and the changes to the Data Protection Regulations and how these will impact upon Town and Parish Councils. The Clerk will continue to feedback information from NALC on their discussions.

CLERK

### 144. CHAIRMAN'S COMMUNICATIONS and REPORT:

#### 144.1: Chairman

The Chair reported on Remembrance Day, another well attended service. She also attended a very successful fund raiser at Zecca in aid of Amble Youth Project, which raised

Chairs Signature.....

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£1500. The Christmas Lights switch on and parade was again a great success and Chair was accompanied by the Young Citizen of the year. Local Democracy went well and was attended with Cllrs Weir and Parks, the students were very attentive and keen to engage in the discussion. The Chair and Cllr Weir attended the performance of The Princess and the Goblin at Alnwick Playhouse, written and performed by NTC. On the 9<sup>th</sup> December the Mayors Reception was held with a very good turnout and great local entertainment. The raffle raised almost £200 for Amble Youth Project. And finally the Chair attended the 100<sup>th</sup> birthday of Edna Donaldson at the Masonic Lodge, the Chair and Amble Town Council wish Edna all the very best.

The Chair reminded all of the Amble Town Council Complaints Procedure and requested that the formal procedure is followed.

### 144.2 Vice Chairman

Cllr Weir reported on the Remembrance Day Service and the coverage in the press was praised. Cllr Weir attended various meetings as above with the Chair.

### 145 REPORTS FROM COUNTY COUNCILLORS:

#### 145.1: To receive a report from County Councillor Clark:

Cllr Terry Clark submitted his apologies for the meeting

#### 145.2: To receive a report from County Councillor Watson:

Cllr Watson raised the petition regarding the national cycle route through Amble. An official response is required from Amble Town Council to reflect its wishes to remove the contra-flow.

Affordable Housing - Cllr Watson alerted members to the possibility of using some S106 monies to provide 1 and 2 bedroom flats to meet the true affordable housing requirements in Amble. It was queried whether there was any affordable housing statistics for Amble and whether a separate affordable housing policy could be included in the Northumberland Local Plan.

Cllr Watsons application to Members Small Schemes for additional CCTV to cover Acklington Road has been approved.

Housing developments - Cllr Watson reported that both developers were due to meet to discuss a link road on the A1068

Local Transport Plan – Cllr Watson has reported that Bede Street, Church Street, Bisley Road, Percy Drive and Guilden Road to Hope Farm were all listed in the LTP.

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

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

146.1 Cllr Parks to recirculate the minutes from the NALC meeting he attended.

Cllr Morrison circulated her report on meetings with AONB, Youth Project and CAP.

Cllr Weir to circulate Town Leaflet information and requested volunteers to help take the Christmas Tree down on 5<sup>th</sup> January.

The Clerk to publicise that NCC provide a chipping service for all old Christmas Trees – date to be confirmed.

Cllr Weir queried with Cllr Watson whether footpaths could be included in the LTP as many in Amble are in a bad state of disrepair, including the pavements to the side of the care home opposite Meadowburn. It was suggested that this may be possible with S106 monies. It was agreed that Cllrs Lewis, Weir and Watson investigate and report back to the next meeting.

The cost of paper and ink was raised and it was queried whether ATC could purchase some on behalf of the Cllrs. The Clerk to investigate costs.

IP

CW

CLERK

HL/CW/J  
W  
CLERK

### 147. FINANCIAL REPORT:

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**147.1:** Voucher Numbers 195 to 250 were approved. Receipts 97-110 were noted.

GT

### **147.2: The bank reconciliation to date**

Reconciliations were complete for all accounts. The internal auditor has been informed of this. Gillian Turner is currently looking at streamlining the accounts and implementing online banking / payments. A report will be provided in due course to Full Council for discussion.

### **147.3: Notice of Conclusion of External Audit**

The Conclusion of External Audit was circulated and noted

### **147.4: Final Accounts Statement.**

The Statement of Internal Control was presented and is to be further updated with the agreed wording to reflect the comments made by Audit.

CLERK

### **147.5 Issues Arising**

The Issues Arising Report was noted.

### **147.6 Grant Requests**

It was queried how much was left in the Grant Funding allocation. The Clerk to confirm.

#### **Grant Requests to discuss**

- Hospice Care North Northumberland – The Clerk to find out further information including if they support any individuals from Amble and whether they have been supported by ATC in the past.
- Northumberland Theatre Company – Cllr Weir declared an interest. It was agreed to support NTC with a donation of £100.00
- North Northumberland Health Walks – Cllr Horn declared an interest. It was agreed to support with a donation of £100
- ASR/MCS Club – It was agreed to support with a donation of £100 but to request that the wording was to reflect “All who sailed from Amble and never to return...”
- Northumberland Pride – Cllr Dargue declared an interest – Some discussion took place over the requests. A vote was called. Result: 7 in favour, 2 abstained. It was agreed to support this request with a donation of £655

CLERK

### **148. AMENITIES MANAGEMENT COMMITTEE:**

**148.1:** The minutes of the meeting held on 30<sup>th</sup> November were approved. The Clerk was reminded to alter the page numbers.

CLERK

### **149: PLANNING COMMITTEE**

**149.1:** The planning report was reviewed.

**149.2:** The clerk to request a meeting with Active Northumberland to discuss section 106 arrangements. The new administrative assistant Helen Shepherd was thanked for taking on this work. Cllr Horn alerted members that there was a new application in for a Vets Surgery on a different piece of land to that what was agreed previously.

Northumberland Local Plan – The documents were circulated for information and available in the office to view if requested.

### **150: AGENDA ITEMS:**

#### **150.1 CCTV new location**

The new CCTV location will be on Percy Street and will give the view of Newburgh Street, some of Percy Street and the junction at Leazes Street. Costings for deployable CCTV have been requested from Alcom. NCC have two deployable cameras for the use of ATC if requested. There is still concern over the security of the CCTV screens. This is now becoming an urgent issue and needs to be addressed, The Clerk to chase with Alcom. The clerk to ascertain if Alcom have installed CCTV signage.

CLERK

CLERK

#### **150.2 Duke of Edinburgh Award**

ATC has been requested to be an assessor for a young person who would like to complete

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the Duke of Edinburgh Award Bronze. After a short discussion it was agreed that Amble Town Council would agree to do this. The Clerk to confirm with the student asap.

### 150.3 2018 Remembrance Day

Cllr Lewis discussed the Remembrance Day 2018 event including the proposal to have a band, Christmas Parade / Light Switch on and Fireworks display on the same weekend to represent the light after the dark days of the war. There was not agreement and further negotiations are to take place. Cllr Lewis also proposed a possible sensory garden to commemorate all those that have died in conflict as there is nothing already present. It was proposed that this could be achieved in 2019 in time for the anniversary. Further discussions are needed and it was agreed that Cllrs Watson, Dargue, Lewis, Weir and Parks to create a Remembrance Day 2018 working party and bring any proposals to Full Council for discussion.

JW/JD/H  
L/CW/IP

CLERK

### 150.4 "Town Twinning"

This item arose from an article in the Gazette by Claire Shiels regarding twinning with a town in the UK that faces and has overcome similar issues that Amble has and whether or not it would be useful. It was agreed to ask Claire if she would like to investigate this further and suggest some possible towns that are similar to Amble and present to ATC. It is important that it is clear what both towns will achieve from the twinning exercise. ATC to write to Claire Shiels.

CLERK

CLERK

### 150.5 Sodexo update

A meeting is to be arranged

CLERK

### 150.6 ADT Coastal Community Team

ATC agreed to send a letter of support to ADT in relation to a National Bird Sculpture Trail.

## 151. COMMUNICATIONS:

### 151.1 Interactive Speeding Signs

Noted. The Clerk to raise the issue 20mph limit in the town.

### 151.2 Pharmacy Needs Consultation

Noted

### 151.3 Neighbourhood Planning update

Noted

### 151.4 HMP report

Noted

CW

### 151.5 NALC Enews 7<sup>th</sup>, 14<sup>th</sup> November

Noted

### 151.6 Position statement following withdrawal from Core Strategy

Noted

### 151.7 RAF 100 In Bloom

To be discussed in private

### 151.8 Street Lighting Modernisation Project

As reported above.

151.9 Cllr Weir also mentioned the RAF Acklington memorial that is currently being created by HMP Northumberland. A ceremony is to be arranged and more information will follow.

## 152. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

### 152.1 Websites and Copyright

The Clerk circulated for information and requested that all members seek permission from the owner before using any images.

## 153. DATE & TIME OF NEXT MEETING:

153.1 The next Meeting will be on 11 January 2018 at 6.00pm. in the Town Council Office, Fourways 2, 6 Dilston Terrace.

Chairs Signature.....

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The meeting ended at 7.45pm

It was resolved that 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.

- Information relating to financial or business affairs i.e. contractual
- Information relating to any consultations or negotiations i.e. employee relations

## PUBLIC VERSION OF PRIVATE

### 154: MINUTES –

154.1 The minutes from 136-138.7 were approved.

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

154.1 Cllr Weir updated members of recent meetings with NTC.

### 155. AGENDA ITEMS

#### 155.1: Consideration of SLA

Members were updated on the recent SLA discussions with NCC. Members agreed that option 2 should be progressed with NCC.

#### 155.2: Budget 2018/19 & Precept

The budget spreadsheet was discussed. Members were made aware that NCC have agreed not to pass down services to Town and Parish Councils in 2018. Gillian Turner drafted figures on the 2% increase and also included the 64.5 new properties. It was agreed to proceed further with the budget but to try to remain within 2-3% increase so as not to affect residents. A final decision will need to be made at the January meeting.

#### 155.3: Potential disposal of land

Discussions are ongoing with Adam Douglas solicitors. The clerk to take forward and report back.

#### 155.4: Potential MOU

Cllr Weir updated members on the issues with the town square gardens. There were concerns raised about 3<sup>rd</sup> party agreements and discrimination liability as well as uncertainty regarding the financial elements of the MOU. The Chair called a vote. 4 in favour, 5 opposed. The draft MOU was rejected.

Cllr Lewis proposed an amended document be drawn up. Cllr Watson / Weir to take forward.

#### 155.5: Outcome of Preapp

It was agreed to defer this item to the next meeting where discussion will take place on the response to be sent to NCC.

#### 155.6 Cemetery Fees and Charges

It was recommended this be addressed at Amenities. Cllr Lewis to liaise with the Clerk.

#### 155.7 West Cemetery Footpath

Members were informed of the work involved and the associated costs. The Clerk to seek alternative quotes.

#### 155.8 CCTV

Covered above

#### 155.9 The Wynd Wall

Three quotes were obtained by the clerk and reported to Members. It was agreed to award the work to Samples. The Clerk to discuss with the insurance which option they would like

CLERK

JW/CW

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to take in terms of how the wall should be repaired. The Clerk to be sure that the contractor removes all debris.

### **155.10 Removal of obsolete CCTV cameras**

Cllr Watson to be alerted asap if the cameras have not been removed.

CLERK

### **155.11 Lease arrangements**

The Clerk to request solicitor notes of meetings and report back.

### **155.12 Virgin Money Foundation**

The Clerk to ascertain if the funding application is in the public domain and if so to get a copy.

### **155.13 Review of leases**

The Clerk to write to state we have been in touch with solicitor.

### **155.14 Grave Digging Contract**

The Clerk to produce temporary contract for current contractor. Previous tender document to be sent to Amenities Committee and invite quotes from NCC and current contractor.

### **155.15 RAF In Bloom**

The Clerk to acknowledge the letter and ascertain if there is any funding available. There are some options that could be pursued in Amble. The Clerk to request further information.

**The meeting closed at 9.15pm.**

DRAFT

Chairs Signature.....