

## AMBLE TOWN COUNCIL – January 2017

The Minutes of the meeting of the Council held on Thursday 11 January 2018 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

### PRESENT:

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

J Willoughby- Northumberland Gazette.  
Adrian Hinchcliffe representing AONB

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

Action

### 158. APOLOGIES FOR ABSENCE

Cllr Jane Dargue (Chair)

### 159. DECLARATIONS OF INTEREST

159.1 To be declared throughout the agenda.

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

No members of the public were present

### 161. Adrian Hinchcliffe, Parish Representative on the AONB Committee

Adrian Hinchcliffe attended the meeting to introduce himself as he is now taking on the role of representing Town and Parish Councils at the AONB meetings. It was agreed the establish all communications through The Clerk. ATC has had members attend meetings of the AONB in the past and Cllr Jeff Watson is also Chair of AONB so it is understood that Amble is well represented on the Board and welcomes the relationship. Clarity was requested regarding the exact boundary of Amble within AONB as it is understood to be only a very small part. ATC would be very keen to see the whole of the area included within the boundary in the future and requested details on what criteria is to be met when areas are designated. Adrian Hinchcliffe agreed to take this forward.

### 162. MINUTES: TOWN COUNCIL

#### 162.1: To consider the minutes of the meeting held 14 December 2017

Cllr Lewis requested that item no: 150.3 be amended to state "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 begun in 2019 during WW2 80th 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. As a permanent symbol of the WW1 anniversary commemorations, Cllr Lewis proposed erecting a memorial to all those who took part in conflicts- this was agreed in principle to be discussed by the working party"

Clerk

Additional amends to item 155.2 to read "It was agreed to proceed further with the budget but to try to remain within 2-3% increase so as not to unduly affect residents.

The changes were agreed and approved. The Clerk to amend.

Clerk

Items 139 – 155.15 were agreed as a true record of the meeting.

### 163. CLERK'S REPORT:

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

The Clerk gave an update on IT and data back-up arrangements.

Chairs Signature.....

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A letter was sent regarding Town Twinning. The Council have been informed that Amble as a Coastal Community Team are already twinned with over 200 coastal towns to share experiences.

An update was given on CCTV security. The Clerk to continue investigating.

Clerk

A meeting has been requested with Active Northumberland to discuss the future Sports needs of Amble in the light of monies becoming available due to the new Developments. Paddlers Park

The Double Air Walker has been replaced with the new model. Arrangements are being sought to remove some other pieces of equipment. A meeting has been requested with an NCC officer. The Clerk to prepare a report.

Clerk/CW

A meeting to discuss Neighbourhood Planning has been arranged to take place with David English from NCC on 18<sup>th</sup> January at 5.30pm. Representatives from other local councils will also be in attendance.

Stationary for Cllrs - It is possible for the Council to purchase paper for the use of Cllrs.

This can be tracked within the finance software and would be claimed under Cllr expenses. It is not possible however to do this with ink.

### **164. CHAIRMAN'S COMMUNICATIONS and REPORT:**

#### **164.1: Chairman**

The Vice Chair read out a report on behalf of the Chair

#### **164.2 Vice Chairman**

The Vice Chair echoed the Chairs comments and also attended a carol service at JSCS.

### **165. REPORTS FROM COUNTY COUNCILLORS:**

#### **165.1: To receive a report from County Councillor Clark:**

Cllr Clark reported numerous complaints of slips and trips on unsafe footpaths and pavements. Cllr Clark intends to compile a database of all footpaths and pavements in need of repair and requested comments from members and the public of any particular areas they would like to be noted. Cllr Clark was informed that repairs can be financed from the members small scheme. Cllrs Hinson and Morrison identified problems on High Street and Middleton Street.

Cllr Clark reported on a number of complaints around speeding out of the new estate at Alnwick Way and has requested if it is possible to introduce traffic calming measures. As the development is not yet complete, the road has not been adopted and therefore at this moment in time this is not possible. Cllr Lewis suggested contacting the police about the issue and requesting the deployable camera from NCC. Cllr Watson encouraged Cllr Clark to seek to have the estate designated a 20mph area.

A grit bin has been requested for the Harbour although this area did not meet the strict criteria.

Cllr Clark has contributed some funds from his Members Small Schemes to providing solar panels for the Hatchery at the Seafood Centre.

Clerk

Cllr Clark will begin his regular surgeries from February this year. The Clerk to circulate dates.

#### **165.2: To receive a report from County Councillor Watson:**

Cllr Watson reported that S106 funding could be used for footpaths if available.

Cllr Watson gave an update on CCTV at Acklington Road. The additional charges for connection to lamp posts would need to be adsorbed by ATC as they were not outlined in his original request to Members Small Schemes.

Cllr Watson informed that he had liaised with Neighbourhood Services regarding Rotary

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Way and agreed the footpath would be weed killed twice a year. The litter at The Braid was also discussed during the meeting and it had been noted that the road to the Shorebase Trust had not been made up. A litter pick by NCC is to be carried out.

The housing development planned for the industrial estate has been withdrawn. A meeting takes place next week to discuss car parking.

The proposed new access road on the A1068 is progressing with both developers on board. Work is ongoing to design and plan the route.

Cllr Watson gave an update on the obsolete cameras. The cameras seem to still be in position. NCC were not able to remove power boxes from the walls due to connectivity issues. Cllr Watson to link Phil Soderquest with Cllr Weir. Cllr Weir to liaise with Cllr Clark in Cllr Watsons absence.

Weir

Cllr Watson will be out of contact until the end of the month at least.

We all wish Cllr Watson a speedy recovery.

### **166. 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)**

Cllr Hinton gave an update on Amble Youth Project. Sergeant Gill Rudderick met with AYP who is very keen to get involved with the AYP sessions. AYP aim to deliver some road safety sessions for the young people. Sergeant Rudderick has identified a drug problem with the young people in Amble. The AGM took place and went well. John McDermott is now also involved with AYP. The job club is ongoing. Friday night sports sessions begin at JCSC Sports Hall for ages 8-12years from 6.30pm – 7.30pm. The session is free.

Cllr Lewis reported on her attendance at the Carol Service with Cllr Weir.

The working party to discuss the WW1 event met this week to pool possible ideas about what could be achieved. The consensus of working party was we wanted something more than a plinth and therefore have arranged a meeting with Stephen Lunn next week. Cllrs were encouraged to let members of the working party know any ideas they have so they can be discussed and costed next week. Thoughts are to reflect peace rather than conflict and suggestion of a curtain of poppies may be possible. The memorial service will take place as usual in the morning, with possible a marching band, and then a large firework celebration. Amble Town Council are also due to light the beacon at 7pm that day. All ideas are welcome. The Clerk is in process of arranging a site visit with Reaction Fireworks to discuss location. The evening is to celebrate the end of the first world war.

Working Party

Cllr Weir reported on a monument being created by HMP Northumberland dedicated to all those who served in the RAF. More information will be provided when available.

### **167. FINANCIAL REPORT:**

#### **167.1: Members are requested to approve the enclosed final version of the Budget for the Financial Year 2018/19.**

It was unanimously agreed to set an expenditure budget of £211,630 with anticipated income of £24,100 giving a precept requirement of £187,530. This represents a 7.2% increase in the total of precept requirement. However, due to the increased tax base for those new properties in the town, residents will only see a 3% increase on the Town Council element of the council tax payable.

Members also agreed to levy the recommended precept of £187,530 on Northumberland County Council for the Financial Year 2018/19.

Clerk

#### **167.2 ATC Treasury Management / Bank Strategy report**

Gillian Turner was thanked for all her work in pulling together this report.

It was proposed that

- a) the two Santander accounts are closed

Chairs Signature.....

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- b) The use the Barclays Community Account for all receipts and payments
- c) £100,000 of balances be placed in the Public-Sector Deposit Fund with Charities, Churches and Local Authorities (CCLA) for the period 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019. The CCLA Deposit Fund has a triple “A” rating i.e. The Highest Quality Rating

Proposed new arrangements – The Clerk was tasked by Council to investigate the payment of invoices by electronic banking systems, however, cheque payments will still be an option for those who cannot or do not wish to be paid by direct transfer.

It is proposed that the Clerk / Administration Assistant will enter supplier and invoice details onto Barclays e-banking system. Those members who are designated bank signatories will then authorise the payment of funds via the e-banking complex mandate system, two electronic signatories will still be required.

Members should authorize any payments on the e-banking system by 3pm in order for the payment to be made that day.

The Clerk will continue to prepare an Authorisation of Payments list, containing those invoices paid and will present this list to the monthly meeting of Council for formal endorsement.

Clerk

It was proposed to accept the report and the action suggested. The Clerk to alter the Standing Orders as appropriate.

Clerk

**167.3:** Cllr Lewis declared an interest in voucher number 250. Voucher Numbers 238 to 280 were approved. The Clerk to send an updated payments list for information. Receipts 11-123 were noted.

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

All reconciliations have been done to the end of November. The December bank statements are due in. Some additions are required to scribe. Full reconciliation information will be submitted with next months meeting papers. Peter Basnett will be meeting the Clerk and Gillian Turner. There are still no solutions in place for internal auditors.

### **167.5 Grant Requests**

The Clerk confirmed that there is £3245 left in the Grant Funding.

Clerk

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

Clerk

Clerk

- Hospice Care North Northumberland – deferred until next meeting
- Bailiffgate Museum – agreed to donate £50.00
- Alnwick and District Sports Council – agreed to donate £120
- Amble Youth Project – withdrawn

Amble Youth Project withdrew their grant application. It was proposed by Cllr Lewis to take up road safety as a town project given the Councils concern regarding young people out late at night. The Council proposed to donate up to £600 for visibility waistcoats, high-visibility arm bands, spoke reflectors and LED Safety light clip ons. Cllr Lewis to add to the newsletter. If there are any left-over Cllr Clark requested that these be given to local newsagents who employ young people on paper rounds.

Lewis

Cllr Hinton to arrange for distribution on Wednesday 14<sup>th</sup> February 2018 at the Youth Project between 2pm – 5pm and on 16<sup>th</sup> February 2018 at JCSC Sports Hall 6pm – 7.30pm. Cllr Hinton to liaise with Clerk to order the supplies.

Hinton /  
Clerk

## **168. AMENITIES MANAGEMENT COMMITTEE:**

**168.1:** The Amenities Meeting is due to take place on 25 January 2018

## **169: PLANNING COMMITTEE**

Horn/

**169.1:** The planning report was reviewed. There was a query as to whether or not ATC was consulted on planning application 17/04072/OUT. As adjacent land owners ATC should

Shepherd

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have been consulted. Helen Shepherd to liaise with Martin Horn and progress the issue with the planning officer if appropriate.

Clerk

### 170: AGENDA ITEMS:

#### 170.1 Review of distribution list

The Clerk is to carry out a review of the distribution list in conjunction with the chair.

Lewis  
Shepherd

#### 170.2 Newpage

The newsletter produced by Cllr Lewis was approved. Helen Shepherd to add to the website when in receipt of the updated version to include the AYP addition. Cllr Lewis flagged with members the note in the newsletter regarding burial rights. If any Councillors wish to add anything to future newsletters to please contact Cllr Lewis.

### 171. COMMUNICATIONS:

171.1 Letter of thanks from Amble Youth Project - noted

171.2 Letter of thanks from Great North Air Ambulance – noted

Clerk

171.3 Letter of thanks from CAN - noted

171.4 Letter of thanks from NTC - noted

171.5 Buckingham Palace Garden Party 2018 applications. – The Clerk to proceed

171.6 North of Tyne Devolution – Governance Review Consultation – A request for individual responses

Clerk

171.7 NALC's new diversity commission - A request for individual responses

171.8 The Newcastle and Northumberland Local Council of the Year 2018. Noted

171.9 Circus Venue Hire – Suggest the Harbour Commissioners, Parking Leisure, NCC and Northumberland Estates

Clerk

171.10 ASR/MCS – Unveiling of plaque – The unveiling will take place on 3<sup>rd</sup> June 2018. It was suggested that the Chair and another representative of the Council to attend. The Clerk to add to diary.

Weir

171.11 Dovecote Centre – Communication has been received from Brian Ellis to request a meeting with ATC. It was suggested that the Chair and Vice Chair meet. A request was asked of all Cllrs if they have any ideas that they would like to see at the new venue. Cllr Weir to take forward.

### 172. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

None

### 173. DATE & TIME OF NEXT MEETING:

173.1 The next Meeting will be on 8 February 2018 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace.

Apologies have been received in advance from Cllrs Weir, Hinton and Watson.

The meeting ended at 8.00pm

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

### 174: MINUTES –

Chairs Signature.....

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174.1 The minutes from 154 – 155.15 were approved.

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

None

Clerk

### 176. AGENDA ITEMS

#### 176.1: SLA

A meeting has been arranged to take place on 17<sup>th</sup> January 2018 with Bob Hodgson and Deborah Wilson from NCC.

Clerk

#### 176.2: Potential disposal of land

The Council has requested that a draft agreement to be drawn up for the purchaser as per their request and sent to The Council to review firstly.

Weir

#### 176.3: Potential MOU

Cllr Weir is to have discussions with ADT.

Clerk

#### 176.4: Outcome of Preapp

It was proposed to send a response to say that reluctantly ATC requires to withdraw from the proposals due to viability issues.

Clerk

#### 176.5 Lease arrangements

The Clerk to arrange with Richard Sullivan and Cllrs Horn, Weir and Dargue.

#### 176.6 Review of leases

The Council has instructed solicitors as appropriate.

Clerk

#### 176.7 Fresh Air Fitness

The clerk was requested to arrange another meeting with Kelvyn Allan.

Clerk

176.8 The Wynd Wall – contact has been made with insurers who have requested full details / pictures and quotes obtained.

Clerk

#### 176.9 RAF In Bloom

It was suggested to discuss this with Bob Hodgson / Bill Pringle to see if they have any suggestions.

The meeting closed at 8.35pm.

Chairs Signature.....

DRAFT

Chairs Signature.....