

AMBLE TOWN COUNCIL – JULY 2019

The Minutes of the meeting of Thursday 11 July 2019 at 6.00pm in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

PRESENT:

Cllrs Craig Weir, (Chair), Cllrs H Lewis, J Dargue, I Parks, C Foxley, J Watson, T Hinton
V Smith - Town Clerk,

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

80. BUSINESS REQUIRED BY STATUTE: Councillor Vacancy to be filled by Co-Option

As notices for both Central and West Ward had been advertised, NCC confirmed the Council was able to continue with the West Ward Co-Option. The deadline has been extended until 30 August 2019. All applicants are to be encouraged to attend a council meeting before submitting their application.

Clerk

The Clerk has queried the new guidance on the laws regarding “secret ballots” after reading the information in the latest NALC newsletter. The Council currently carry out anonymous voting when there is a co-option. At any time in a meeting, any Cllr can request that votes are recorded individually although there is now some debate on when this can take place. It was also queried how this process for co-option voting is different when it is a normal election process. NALC is dealing with this at a national level and the Clerk will update when more information is known.

Clerk

81. APOLOGIES FOR ABSENCE

Cllr Kate Morrison- the apologies were accepted.

82. DECLARATION OF INTEREST

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

82.1 Councillors to raise declarations as and when on the agenda.

83. PUBLIC QUESTION TIME: (maximum 15 minutes)

83.1 There were no members of the public present.

84. MINUTES: TOWN COUNCIL

84.1: To consider the minutes of the meeting held 13 June 2019 Items 60-79.2

The minutes were approved

84.2 To consider the minutes of the Extraordinary Meeting held on 8 July 2019

The minutes were approved.

It was queried whether a Councillor could cast a vote verbally or in writing without being present at the meeting. It was confirmed that while relevant comments/ information could be taken on board it was not legal to accept a vote unless the voter attended in person.

85. CLERK'S REPORT:

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

85.1 Clerks Report

The Clerks report was accepted.

The Clerk to forward Cllr Watson the email and information regarding the brewing and selling query. Cllr Watson to raise with Public Protection.

Clerk

Members were made aware that the viewing date for the Tractor and trailer was 22 August 2019 11am – 1pm. Sealed bids are to be requested by 12 noon on 29 August 2019.

Clerk

Blackett-Ord attended the Clock Tower before issuing a final certificate. Some issues were highlighted for a check up by Stone Technical Services. Stone Technical Services attended site

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and stated that there was no remedial work required on the flat roof in terms of drainage. As requested by ATC they did remove the longer pigeon deterrent spikes and replaced these with smaller spikes, however this was incorrectly done. The instruction was to put the spikes on each slope of the apertures, unfortunately, the spikes were cut and only put on top of the spotlights. The Clerk has asked for this to be rectified but was informed that this was not part of the original contract and a direct arrangement and quote should be requested. The Clerk to proceed.

Clerk

Now that the minutes of the June meeting had been formally accepted, the Clerk was to contact NCC regarding the Governance Review and provide the associated maps and minutes as requested. Cllr Watson reported that he felt Warkworth and Hauxley Parish Council would need to be contacted and agree before NCC could amend any boundaries. As soon as the request was sent to NCC, the two parishes would be informed of it and that NCC would contact them as part of the formal consultation. Clerk to proceed.

Clerk

86. CHAIRMAN'S COMMUNICATIONS and REPORT:

To receive the communications and report of the Chairman pertaining to Council Business:

86.1: Chairman

The Chair congratulated Ollie Dryden on winning the Young Good Citizen of the Year Award.

The Chair also attended a Civic BBQ at NCC

Dates for diaries to note:

13 July 2019 – Day of Dance – Amble Town Square and Ceilidh in the evening

14 July 2019 – Songs of Praise – Little Shore

16 July 2019 – Community Civic Awards – Fourways2

18 July 2019 – Harbour Lights Summer Concert – St Cuthberts Hall, 7.30pm

20 July 2019 – The Colony Festival – Little Shore

86.2: Vice Chairman

The Vice Chair attended the same meetings as the Chair and all notes of these have been circulated. Further notes to follow regarding the meeting with Locality Officer, Rotary Way, Open Spaces and Parking.

87 REPORTS FROM COUNTY COUNCILLORS:

87.1: To receive a report from County Councillor Clark:

Councillor Clark has been dealing and supporting a resident of North Street with planning concerns.

Cllr Clark has requested that the green space at Philip Drive and the rose bed there is improved. Cllr Clark is investigating if this is something his Members Small Schemes can contribute to. Local Services have confirmed they will tidy up the area and give some thoughts to future maintenance. In the past ATC have suggested that this would be the ideal location for social housing providing that the right of way and pathway is maintained. Cllr Clark to follow up.

Cllr Clerk has received complaints regarding dry flower beds in the town and has followed this up with the relevant team.

Cllr Clark has discussed cutting the Lord Mayors Field with Park Leisure who have confirmed they will cut the whole area every 4 weeks in growing season. This is to be monitored.

Cllr Clark has requested that work on the South Roundabout to be carried out when the road is closed for works as this is the only time it will be safe for the work to be carried out. He has also asked Park Leisure if they would be willing to provide flower planters on the roundabout. ATC had agreed this with Neighbourhood Services. Park Leisure are ascertaining costs and will get back to Cllr Clark.

Cllr Clark has secured funding from his Members Small Schemes to provide a new screen and projector equipment for NTC. NTC have been the victim of further vandalism and criminal damage. The police have been informed. It was suggested that NTC could contact Borderlands and the Combined Authority for further funding requests. Cllr Dargue to take this forward with

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NTC.

The fish sculpture is in need of some work. There is no one willing to take responsibility for it. A community organisation has been requested to see if they can tidy it up. Clerk awaiting response. If this is not possible, Clerk to ask Rotary or Interact.

87.2: To receive a report from County Councillor Watson:

Cllr Watson has made a site visit to Amble Boat Club with Graham Mitcheson to look at trees that are overhanging the boats, resulting in the pines falling on to the boats and making a mess. After the site visit it was agreed that the Boat Club could cut back over hanging tree branches but that the tree would remain.

Cllr Watson has also arranged for the back road to Warkworth to be cut back as this was very overgrown.

Cllr Watson gave an update on JCSC. Some very positive meetings have taken place and the school and NCC are on schedule to provide a development plan. A working committee is being set up with Cllr Watson, Cllr Scott Dickinson and Cllr Terry Clark. There is already a commitment to the finance from NCC. The first public consultation is expected to take place in September.

Cllr Watson also reported that Warkworth Primary School are also out to consultation to join the Church of England Academy Trust.

Cllr Watson has followed up with Hindhaugh Homes regarding the gateways to the town. As yet no information has been sent to Cllr Watson.

Cheviot Homes have been experiencing some issues but expect to start work this year.

Cllr Weir made others aware that ATC has had some constructive dialogue with Housing Services, who are currently going through a restructure which is expected to be finalised on 1 August 2019. Housing Services are keen to re-establish the estate walkabouts and this will include Council, Housing Services and Northumbria Police. Cllr Weir also made members aware of the issue at the garages in Glendale, all of which are experiencing vandalism and anti-social behaviour. Housing Services are aware of this issue. Cllr Watson and Clark to take forward with NCC.

Cllr Weir gave an update on the new refugee families in the town. Amble in total will be housing 5 families, one family has left and one space was not taken up due to housing problems which have now been rectified. Two new families will be joining Amble and its total intake remains at 5. Learning English classes have been arranged. The Community have been very welcoming and supportive of the families. The Clerk to circulate the Housing Services notes.

Clerk

Cllr Watson has received a request to remove the visits by parking wardens while the road works on Church Street are completed. This was not possible.

There has also been comments on social media regarding different rules for Warkworth to Amble. It was confirmed that due to the wide pavement on one side of Castle Street, vehicles were permitted to park here providing they were not blocking pedestrian / pushchair / wheelchair access. The Clerk to send the Parking Minutes.

Clerk

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

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

Cllr Weir had attended the following meetings: Locality meeting, Parking, Rotary Way Wildflowers, Steve Robson re Open Space Designation, Town and Parish Council Liaison Working Group, Womens' Workshop, Housing Services, Menshed, Meetings re the Community Civic Awards, Extraordinary Full Council Meeting and Cuppa with a Copper.

Cllr Foxley attended the Tackling Poverty Conference and has circulated notes from this.

Cllr Foxley has also contacted Amble Food Bank regarding providing a better container in the Co-Op.

Cllr Parks attended the Amble Youth Project and reported they were successful in securing 2 funding grants. There was some debate about building ownership and work is currently ongoing to work on a lease. There has been no records or minutes found which outline discussions about transferring the ownership; although ADT own the building they have no responsibility for

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maintenance or insurance.

Cllr Parks attended the drop in session on Tuesday night and had a good time interacting with the young people who have decided to do a sponsored head shave in aid of Macmillan Cancer.

It was thought that ADT were having their AGM next week. Clerk to find out.

Clerk

Cllr Watson attended the Market Towns and Borderlands Conference held by Durham University. It was agreed that it was not necessary to have the Warkworth Harbour notes in private and that they could be discussed at this point in the agenda. Cllr Lewis and Foxley attended and notes have been circulated. It was felt that the main point of the meeting had been clouded by wider tourism issues. It was also unclear whether the next meeting was for the wider group or only WHC so as to adhere to the brief. There were various ideas for revenue for WHC to discuss. Cllr Watson reported that the planning application for the new WHC building was in its first stages with NCC but it was not available to the public yet.

89. FINANCIAL REPORT:

89.1: To consider voucher numbers 68 – 100 for payment and receipt vouchers 42 - 49 for information (Finance)

The receipts and payments were approved.

89.2 Bank Reconciliation

The full bank reconciliation was approved.

89.3 YTD figures

The YTD figures were noted

89.4 Grant requests

- **Northumberland Theatre Company - £1000.00**

The grant was considered but in light of the recent vandalism and other possible funding avenues it was agreed that the Clerk would return the funding form and request for specific items to finance. The Clerk to request an itemised list of equipment. Cllr Dargue to take comments forward with NTC.

Clerk

89.5 To note the Period of Exercise of Public Rights

The period of public rights ends on 26 July 2019. The ATC end of year accounts are available in the Town Centre Noticeboard and on the Councils website.

89.6 To receive an update on insurance for public events which ATC are not wholly organising but are doing part of such events.

It is thought that the Councils insurance cannot be used by other parties but the Clerk is to ascertain where the Council stand with events that they are not organising but are part of. A letter has been written to the Events Committee to discuss their future finance arrangements. The Clerk to chase a response next week.

Clerk

90. AMENITIES MANAGEMENT COMMITTEE

90.1 To receive, note and action the recommendations arising from the ROSPA report for Paddlers Park and Philip Drive

The ROSPA report for Philip Drive highlighted work needing done on the gaps in the tiles and the wood replaced on Little Bow Peep. The contractor has been informed and is waiting on a specific tool being delivered. The Clerk to chase up.

Clerk

The ROSPA report for Paddlers Park highlighted the need for signage to state climbing on the cliff face could result in a fall, edges on the tunnel to be rounded off with a safety surface installed at one end, the swing seats and chains need replaced, and bolt covers need replacing on the multi-unit. Signage has been ordered, NCC are rounding off the edges of the tunnel, new swing chains and seats were already on order and new caps have been ordered.

The water pump is working but has very poor pressure. It is believed this is to do with the water pressure valve under the pump. NCC response is awaited.

An incident has been reported stating a child has fallen off the Monkey Bars at Paddlers Park and

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suffered a break to his arm. The parents are requesting sight of relevant risk assessments and paperwork. Advice has been sought from Zurich (Council Insurers) who have advised that the Council do not send the information direct but that they request information directly from Zurich. The Clerk has communicated this via letter. Kompan have also confirmed that the Monkey Bars comply with requirements and have sent the relevant certificates. The Monkey Bars were not highlighted in the ROSPA report as requiring any attention.

90.2 To discuss the complaints received regarding the Amble West Cemetery

Complaints have been received regarding flowers being removed and vases damaged. ATC have responded to make the complainants aware of the Council's policy to remove flowers which look like they are deteriorating. Operatives have been reminded to take care when working near headstones.

90.3 To receive an update on relocation of utility services and an update on current water/electric accounts

Currently the Council receives two water bills, one for the cemetery and one for the mortuary. Neither bill has any meter readings on them. Despite receiving two bills, as far as the Council is aware there is only one point where water comes in then up the drive. The Council had paid the most recent bill as the company was threatening to disconnect the water however, a letter has accompanied the payment to state that the Council is disputing the account and would welcome on onsite visit to discuss.

In the meantime, Cllr Lewis and the Clerk met with a contractor to discuss the future plans for laying tarmac on the drive way. It is thought it would be best to have the utilities moved before this work was carried out. The contractor is to provide a 'guesstimate' to the Clerk. The Clerk has made contact with Northumbria Water and Northern Power Grid to discuss the relocation of the meters but further work is required and maps to be produced.

At this point in the agenda, members discussed the meeting with Paul Creighton, Amble and Warkworth Rotary, regarding the Wildflowers on Rotary Way. ATC explained that the Council and the public's perception of the Wildflowers on Rotary Way was that it would be the same as the visual experience that other areas across the County has, that are full of colour and different types of flower. The Rotary Way colours appear predominately white from a distance and not as effective.

PC confirmed that it is in fact a natural wildflower meadow, using seeds that are native to the area / origin and that the seeds used in the other areas appear to be annual mixtures. PC is hoping to ensure that there are more poppies included in the next batch even though these are not native. PC was attempting to enhance native wildflower areas as a vast decline in the county was noted by NCC. The funding which would be requested from Amble would be £250 per year and would not be needed until next year. If the additional funding was to be agreed by ATC, this would need to be added to the next year's budget. The Clerk to circulate the notes.

Clerk

91: PLANNING COMMITTEE

91.1: To note for information planning decisions, planning matters pending and planning matters pending consideration during the month of June 2019

The Clerk to forward this when available

Clerk

91.2 To discuss the complaints received from a resident of North Street, Amble

This item was discussed previously by Cllr Clark. Cllr Clark to chase up the matter with NCC Officers.

92. AGENDA ITEMS:

92.1 To discuss the contents of the letter received from Women's Institute regarding Oak Trees

The letter was noted. The Clerk to write to state that ATC has very little land where these trees could go and suggest they contact Advance Northumberland to use the trees to enhance the walkways to the Town Centre from the Retail Park.

Clerk

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92.2 To receive clarity on the by-law in relation to drinking alcohol in public places

It was confirmed that the bye-law applies to the whole parish. A number of complaints had been received regarding customers from the new Cock and Bull drinking alcohol outside and in the Memorial Gardens. As requested, ATC have passed all complaints to NCC and Northumbria Police. The proprietor has also been spoken to by NCC. When this was raised at a recent meeting it was commented that this might be perceived as not supporting local businesses.

It is not financially possible to have gates installed in the memorial gardens due to the requirements to have like for like on listed buildings. The Council staff are currently looking at information boards.

92.3 To discuss holding a community services and organisations showcase

This was raised at a meeting with a community organisation. There is possibility of facilitating a community showcase, with an invitation to every business and organisation in Amble. Discussion took place around the set up of this and how a forum or shop window set up could be more beneficial. Cllr Foxley to give this some more thought.

CF

90.4 To receive and discuss quotes received for pigeon deterrent works on Amble War Memorial

It was agreed to defer this to the Amenities meeting so that further quotations can be obtained.

Clerk

90.5 To agree funding and/or study leave for Clerk to obtain professional qualification

It was agreed to approve the finance required for the Clerk to undertake the ILCA qualification, study leave, expenses and equipment. The Clerk recently attended the New Clerk Event which was very useful. The Clerk has also enrolled on a VAT training course. All training is subject to the Clerk agreeing to the ATC training agreement.

93. COMMUNICATIONS:

93.1 To agree a date for a presentation to Members from West Sleekburn Waste Management Unit

It was felt that more people than those at ATC could find this presentation useful. The Clerk to request that they organise a drop in session or public presentation which would be open to all.

Clerk

93.2 To agree a representative(s) to attend site visit to discuss the proposed deregistration of Village Green on 15 October 2019

There would be no representatives from Amble Town Council as views had already been expressed.

Clerk

The Clerk to forward the email to Cllr Watson.

93.3 To agree a representative(s) to attend Alnwick Business Networking Forums, 21st August and 20th November 2019

Cllrs Ian Parks, Jane Dargue and Clive Foxley agreed to attend.

Clerk

93.4 To note the CAN Enews letter June 2019

Noted. The Clerk to add the details regarding the Third Sector Trend to the website and noticeboards. It was noted that a Job Club is to be set up in Alnwick.

Clerk

93.5 To note the email from Cllr Steven Bridgett regarding the proposed removal of physiotherapy services from rural towns

The email was noted. Cllr Watson to send the Clerk the updated note from CCG.

JW

93.6 To note the email from Helping Hand Company regarding the introduction of a Community Cart

Noted

93.7 To note the NALC Enews 19 June 2019

Noted

93.8 To note the email from Northumberland Domestic Abuse Service (NDAS)

Noted

93.9 To note the letter of thanks from Alnwick Tri-Juniors

Noted

93.10 To note the information re: Childrens' Funeral Fund

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The information was noted but it was still not clear if the funeral directors, council or families applied to the government for assistance. The new arrangements come into place on 23 July 2019. The Clerk to seek advice from NALC.

Clerk

Additional Communications since the agenda was sent out:

Cllr Lewis received a query regarding the fish sculpture on the South Roundabout. A local group has been asked if they can tidy this up. The Clerk awaits response.

The LOVE Northumberland Campaign has begun. Deadlines for responses is 2 August 2019.

The information regarding the Polling Station Review was received. It was not expected to have much of an impact in Amble as locations are so limited, and each station needs to be in its own ward.

94. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

94.1 To receive notes of the TPLWG meeting on 20 June 2019

Noted

94.2 To receive notes of the meeting with the Womens Workshop

Noted

94.3 To receive notes of the meeting with Sodexo

Noted

94.4 To receive notes of the Allotment Site visit

Noted. The Council is proceeding with removeable bollards

94.5 To receive notes of the Arriva Sight Seeing Bus Tour

Cllr Lewis attended and submitted a report.

94.6 To receive an update on the Create Exhibition at JCSC

The exhibition feedback was very positive.

94.7 To receive an update of the ILG Market Towns and Borderlands Growth event and to also note that the Heads of Terms for the Borderlands Inclusive Growth Deal have been signed

Noted

94.8 To note the draft notes of the meeting with MenShed Amble

Noted

94.9 To receive feedback from the Cock and Bull Opening Event

Noted

94.10 To note the FAQ arising from the visit to the West Sleekburn Waste Recycling Tour

Notes

94.11 To receive an update on the meeting with Steve Robson regarding designated open spaces

The notes are available in draft. It is not possible now to change what is written in the Local Plan unless the planning inspectorate have some comments on this particular section. It may be possible to add some information to the supplementary guidelines. NCC are now aware of the issue.

The boundary is also incorrect between the allotments and the cemetery. NCC were shown the correct boundary. The Clerk to send the notes.

Clerk

95. DATE & TIME OF NEXT MEETING: 8 August 2019 – 6.00pm

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

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96: MINUTES –

96.1: Town Council meeting held 13 June 2019 – items 76-79.2

Noted

96.2 To receive the minutes of the Extraordinary Meeting of Full Council on 8 July 2019

Noted

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

None

98. AGENDA ITEMS

98.1 To receive an update on the Memorial Gardens work and to formally accept the report findings from G F White.

The initial report contained a number of errors which have been corrected. The report was accepted and comments have been submitted on the documents received from solicitors.

98.2 To receive an update regarding legal proceedings and the tenancy issue

An update was given. The Clerk has written to Hay and Kilner as per instructions

98.3 To receive an update on the repair work required for CCTV

An update was given. The Clerk is obtaining quotes.

Clerk

98.4 To receive an update on the CCTV

An update was given. The Clerk to request Alncom to make a site visit.

Clerk

99. INFORMATION ITEMS

99.1 To note the draft notes of the meeting with Housing Services

Notes

99.2 To receive an update of the Parking and Traffic Flow meeting on 10 July 2019

Noted. The Clerk to raise a query regarding the lights on Queen Street.

Clerk

99.3 To receive the notes of the meeting with Warkworth Harbour Commissioners

Moved to public

The meeting ended at 9.25pm.

Chairs Signature.....