

AMBLE TOWN COUNCIL – JUNE 2019

The Minutes of the meeting of Thursday 13 June 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, V Smith - Town Clerk,

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

60. BUSINESS REQUIRED BY STATUTE: Councillor Vacancy

It has been brought to the Councils attention that when advertising a vacancy in the Central Ward, that the incorrect Ward had been displayed on notices. The Clerk then sought advice from NCC who recommended that the process was stopped and that a new process be started. Therefore, the vacancy for the Central Ward is currently advertised and the deadline for electors to contact NCC is 1 July 2019.

Clerk

61. APOLOGIES

61.1 Cllrs Jeff Watson, Kate Morrison, Tracey Hinton

The apologies were accepted.

62. DECLARATION OF INTEREST

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

Declarations will be notified throughout specific items on the agenda.

63 .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.

Mrs Louise Little attended the meeting to discuss the grass cutting of the Lord Mayors Field. Clarification was requested regarding whose responsibility it was to cut the grass as this had been neglected for some time and is a continuing problem. Mrs Little felt that whoever was responsible needed to be held accountable. ATC had previously been made aware of the issue and explained that the responsibility up to the back of the Radcliffe Club building was that of Park Leisure. Beyond that was NCC. ATC agreed to monitor the issue. Cllrs Watson and Clark to also raise this at NCC level.

Mrs Little also reported that the bin located at the bottom of the field was working very well.

64. MINUTES: TOWN COUNCIL

64.1: To consider the minutes of the meeting held 9 May 2019 - items 1 – 31.3

The minutes were approved with the following addition to the recommended addition to the approved spending: accounting package. The Clerk to amend the minutes.

Clerk

64.2 Annual Parish Meeting

The minutes were noted.

The Clerk to send notes to Cllr Clark.

65. CLERK'S REPORT:

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

Chairs Signature.....

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The Clerks report was accepted.

No response had yet been received regarding the trees on Percy Drive. The Clerk to chase up.

Clerk

66. CHAIRMANS COMMUNICATION and REPORT

66.1. Chairman's Report

The Chair attended the Northumberland Pride Launch event and the D Day service.

66.2. Vice Chairman Report

The Vice Chair attended same as the Chair as well as a meeting at the West Cemetery to discuss plans for the surplus equipment currently stored there.

67. REPORTS FROM COUNTY COUNCILLORS:

67.1 To receive a report from County Councillor Clark:

Cllr Clark has been dealing with complaints regarding rats on Wellwood Street, potholes, dog fouling and residents parking, grass cutting of Lord Mayors Field and signs and bollards on Links Road. Members to contact TC if the dropped kerbs at The Amble Inn have not been done yet.

Cllr Clark has also been dealing with anti-social behaviour at Glendale Garages and has been liaising with Northumbria Police and Homes for Northumberland.

Last month he attended a litter pick of the Little Shore.

Cllr Clark has met with Menshed, who are still looking for additional funding. Members requested that the Clerk arrange a follow up meeting.

Clerk

Cllr Clark attended the Amble Sword Dancing event. Another one is due to take place 13 July 2019.

Cllr Clark is also starting his surgeries again.

Members asked Cllr Clark about contacts for off road motorbikes given the request that ATC received from Northumbria Police. There is nowhere in Amble where this could take place and there is concern regarding supervision and health and safety.

67.2. To receive a report from County Councillor Watson:

Cllr Watson submitted his apologies.

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

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

Cllr Weir attended meetings to discuss future governance arrangements, Active Amble, JCSC, Annual Parish Meeting, SLA and the Puffin Festival. He also attended the waste recycling tour at West Sleekburn.

Cllrs Parks and Morrison attended Amble Youth Project where the main concern is ongoing funding. The sunflower project is developing.

Cllr Morrison attended the Amble East End Juniors event but there was no update available.

69. FINANCIAL REPORT:

69.1 To consider voucher numbers for payment 22-67 and receipt vouchers 15-41

Cllr Weir declared an interest in voucher 26.

The Clerk made members aware of a credit from Hay and Kilner for £1800 due to a duplicate payment.

It was agreed that in September to begin to look at other accountancy packages to ensure that the Council are receiving the best value for money. The Clerk to discuss further with Gillian Turner. Cllr Parks to also email the question to NALC to see what other Councils use.

Clerk

69.2. Bank Reconciliation

Chairs Signature.....

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The bank reconciliation was approved.

69.3. YTD figures

The year to date figures were approved. The Council agreed to look at the categories here and amalgamate and consolidate where possible for next financial year.

69.4 Grants:

- **Warkworth C of E Primary School**

The Council felt that the equipment highlighted within the Eco package was not value for money and did not support the full grant. The Council supported their request with a grant of £100. The Clerk to write and explain the reasoning.

Clerk

- **Bailiffgate Museum**

The Council agreed to support this with a donation of £50.00

Clerk

70. AMENITIES MANAGEMENT COMMITTEE

70.1 Minutes from Amenities Committee held on 30 May 2019

The minutes were approved

70.2: Approval for letter re: Events funds

The draft letter was approved highlighting three options for the future. A) continue as an ATC sub-committee if 3 members participated but any payments would need to come to Full Council for sign off, b) accounts go through the accounts of ADT who may not be subject to as many rules as ATC, C) Set up its own banking arrangements independently. Members discussed whether there were 3 who felt they could commit to the necessary involvement in continuing such a sub-committee; however there were insufficient volunteers and so it was agreed that a sub-committee of the Council would not be a viable solution.

Clerk

70.3: Arrangements for Disposal of surplus equipment from West Cemetery

There are various pieces of equipment in storage at the West Cemetery. It was agreed that NCC could take what they needed in order to allow them to better carry out their work under the SLA. ATC will retain the power washer, the covered trailer and tractor. Cllrs Weir and Lewis will attend to clean the tractor. Cllr Lewis conducted some research into similar tractors that were for sale. It was suggested that the Council set aside some money to allow for advertisements to be placed in agricultural magazines, in order to achieve the best price on sale. The tractor has 660hours on the clock and also has a cutting deck. The Clerk to contact Robson and Cowan and seek a valuation as ball park figure. The covered trailer was bought at a discount price of £400 but would be advertised at that. It was agreed to set aside a sum of £200 to advertise in Farmers Weekly etc. and gum tree; the tractor would be at a starting price of £6000.00. A viewing day is to be arranged and a request for sealed bids will be organised.

CW/HL

Clerk

Clerk

Pride in Amble was also donated some equipment and a letter of thanks had been received.

70.4 To discuss solution to the Pigeon issue at the War Memorial

It is not possible to place spikes from the inside due to the proximity of the bells and the wiring that has recently been done. Any work will need to be done from the outside. A cherry picker will need to be hired and a contractor who is adequately covered by insurance and skilled to carry out the work. The contractor must use a safety harness and be attached to the safety rail. An enquiry was being made with a qualified 'at height' worker to see if he could carry out the work. It was agreed that this was essential work and the Clerk, Chair and Vice Chair delegated to get it done at the most reasonable cost available.

70.5 To note the approval of works to Cemetery wall coping stones

A quote was received to repoint the cemetery wall from the entrance to New Hall. Another quote for the boundary wall of the cemetery with the allotments and then the wall towards the allotments. The quotes were noted and agreed.

CWIPHL

Clerk

70.6 Attendance at AAHS Meeting

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AAHS have asked is a rep from ATC will be present their next general meeting on 10 July 2019. It was agreed that no rep will be there unless required for a specific reason but ATC will attend the site inspection on 25th June 2019 at 4.30pm. Cllrs Lewis, Parks and Weir will attend.

70.7 Damage to swings at Paddlers Park

There has been some damage to the swings at Paddlers Park. NCC have been made aware and requested to make safe. ATC are seeking quotes for new swings chains. The Clerk to contact the police and ask them to check the CCTV for the 2 June 2019. It was queried why this had not been reported to ATC by NCC when daily checks were supposed to be carried out.

Clerk

71: PLANNING COMMITTEE

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

Noted

Cllr Weir and Lewis highlighted a licensing article in the Northumberland Gazette regarding the brewing, storing and selling of beer from an address in Amble. The Clerk to query whether this is the postal address or the business address.

TIC Toilets – it was confirmed that the former TIC toilets would close at 5pm. From the hours of 5pm – 11pm, the customers of the Cock and Bull can use the toilet located within the building.

72. AGENDA ITEMS:

Clerk

72.1 Policy Approval –

- **Data Protection for Employees**
- **Data Protection Policy**
- **Document Retention Policy**
- **Freedom of Information Policy**

The policies were approved with an amendment to the FOI policy to state £25 limit.

Clerk

72.2 Proposal to Conduct a Governance Review

a) Parish Boundary Change; b) Number of Councillors in East and West Wards

A working party had previously met to discuss the requirements of ATC. It was agreed at that meeting to seek formal approval from Full Council to change the parish boundary as specified by the working party and also to request that East and West Ward be allowed one more Councillor each, thereby totalling 11 for ATC, meaning that the Council as whole would need 4 Cllrs to be quorate. The Council agreed these should be actioned. The Clerk to contact Lesley Bennet to quote this minuted agreement with a detailed map of the suggested new parish boundary and for guidance on the procedure.

CW

72.3 Consultation of Future Use of Amble Harbour Office 27 June 2019, 11am – 1pm

Cllrs Lewis and Foxley to attend and report back to Full Council

72.4 Request from Northumbria Police re off road motorbikes

Northumbria Police are aware of the request and Louise Hodgson is currently looking for places closer than Blyth. Cllr Weir to contact Louise and request that she contacts the young person who raised the query. ATC have considered if there is any land that could be used and is not aware of any. If there is any land, it is privately owned. Cllr Weir to direct Louise Hodgson to the Police Commissioners Fund. Unfortunately, within a civic parish such as Amble, it is not thought to be any areas suitable for this kind of activity.

KM

72.5 Garden Award Judging Arrangements

The Civic Award Ceremony takes place on 16 July 2019.

Cllr Lewis to resend last year's gardens shortlist.

Clerk

The judge from Alnwick Gardens will attend Amble on 8 July and will be assisted by Cllrs Weir

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and Lewis. Cllr Morrison to be asked if she would like to assist also.

Shortlists and nominations to be submitted to Cllr Lewis by 3rd July 2019.

The shortlist must not exceed a total of 30 gardens, with a final 15 selected for the judge to view. Lunch will take place at the Wellwood.

72.6 Disposal of Memorial Clock Weights

There are still weights left over from the clock tower renovation project which are no longer needed. These are very heavy and not possible to be lifted by one person. The Clerk to contact Woodhorn to see if they would like them. Collection needs to be arranged in a vehicle suitable for heavy loads. If Woodhorn would not like them, the Clerk to contact Beamish Museum. ATC to retain one weight for historical purposes.

Clerk

72.7 Retrospective approval of news page

The newspaper was approved.

72.8 Active Amble- Volunteers to assess current accepted walking routes

A meeting was arranged for 8 August 2019 at 5.00pm to begin to look at which volunteers can walk which route. The Clerk to circulate the rights of way report that was compiled for NCC.

72.9 To seek approval to send letter to Cliffwell Fuels regarding latex gloves

The letter was approved.

72.10 To seek approval to write to establishments regarding smoking

The letter was approved

Clerk

72.11 To seek approval for funds to purchase Information Board and seek landowner permission

This piece of work had previously been on hold. Given that the new Cock and Bull establishment is due to open soon, Council agreed it would be good to get the information Boards in position. A sum of up to £2500 was delegated to provide 2 information boards, similar to those at the East Cemetery, but in a darker, ebony wood. The Clerk to seek the landowner's permission via letter. The boards are to be placed at the entrance next to the Cock and Bull and between the two seats at the Lawson Street side. Office staff to firm up a quote.

72.12 Request to support Young Citizen Award 2019

The Council support the ceremony with a donation of £120. The ceremony this year will take place on 5 July 2019.

Clerk

72.13 Wildflowers on Rotary Way follow up

In the past, ATC supported this with a grant of £250 per year for 5 years and this was paid up front. It was agreed that before supporting further to monitor the progress this year. The area is now improving and flowers are growing. Following discussion, the Council would prefer to support the maintenance of the current area before starting a new area. A constructive dialogue is needed with clarity on maintenance costs expected. It was queried what the costs would be for a new area and over how many years. The Clerk to make contact. If any commitment was agreed, this would need to be accounted for in next year's budget.

IP

CW

72.14 To appoint a rep for NALC

ATC to appoint a rep as soon as possible. Cllr Parks to consider if he could take this on. In the meantime, the clerk to request that any communications are sent to the office.

ALL

72.15 To appoint a rep for TWLP Meeting

The rep is usually the same as the NALC rep. It was agreed that until a rep is appointed that the Chair or Vice Chair attend.

Clerk

72.16 To agree a Remembrance Day 2019 Working Party

A meeting to discuss this year's event will take place on 25 July 2019 at 5.00pm. This will be instead of a site visit as part of the Amenities Committee.

72.17 To discuss ATC role within Christmas Lights Parade 2019

Funding has been secured to assist with the closure of road and the costs of these. A rep from the Events Committee is yet to sign the paperwork so therefore the funding has not been released. The Clerk to contact the secretary again to arrange signature. It is important that this funding is secured as soon as possible. The Clerk to also mention that other paperwork needs to be

Clerk

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completed for this event including street collection licenses, Temporary Event Notices etc. It was also proposed that the Town Council offer to take on the responsibility of obtaining and erecting the town Christmas Tree in High Street Garden, including lights and also provide battery lights for a tree in the Memorial Gardens area of the Town Square. The Town Council to approach the Events Committee with their proposal.

Cllr Terry Clark left the meeting.

73. COMMUNICATIONS:

73.1 Waste Sampling of Rubbish in Northumberland

Noted

ALL

73.2 Tour of West Sleekburn Material Recycling Facility

Cllr Weir attended

73.3 2019 Weed Control Programme

Noted

73.4 Northumberland Pride Launch 26 May 2019

Noted

73.5 VE Day 2020 – 8 May 2020

VE Day takes place on 8 May 2020. It was suggested and agreed that this and VJ day also be discussed at the working party on 25th July.

73.6 Data Protection Fee to ICO

ATC have paid and wait to hear further instructions from the ICO.

73.7 Coast Care Film / Photography Training / Project

Noted

73.8 NALC E news 22/5,

Noted

73.9 Open Space Designation response from Steve Robson, NCC

A meeting has been requested for further clarity

73.10 CAN - Borderlands Growth Presentation

Cllr Weir attended this meeting and brought to members' attention the financial implications and arrangements.

73.11 To note reports of antisocial behaviour Glendale Garages

Noted. Northumbria Police and Homes for Northumberland have been made aware.

73.12 Communicate from Litterbugs Warkworth

Noted

Clerk

73.13 Graduate Traineeship - Events Ranger – Coast Care

Noted

Clerk

Additional items received since the last agenda:

73.14 Letter from resident of Mariners View

A complaint was received from a resident of Mariners View regarding the NB Clark site. The complaint discusses noise, dust and heavy vehicles.

The Clerk to write to NB Clark to address the noise issue and respectfully request that the radio is turned down so as not to upset those visiting the cemetery and resting place of loved ones.

73.15 Request to attend East End Womens Workshop

Councillors are invited to attend the East End Women's Workshop to see what they do. The Clerk to arrange a meeting.

73.16 Bins from High Street Community Clean Up Fund

ADT were to order the bins to be placed at the memorial gardens and town square in place of the small, not fit for purpose bins that are currently there. However, due to NCC requiring aperture flaps on the bin, there is insufficient funds for ADT to do this. Discussion took place around whether it was felt that flaps were needed as previously these had been damaged.

It was agreed therefore, that flaps would be provided and that the bins would be ordered by ATC.

Clerk

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NCC would remove the old and install the new at a reduced rate in spirit of the partnership. Two of the bins are to be placed at either side of the memorial gardens and 1 at the Lawson Street entrance. The oval bins are to be removed. Clerk to order the bins.

74. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

74.1 Notes from meeting with Advance Northumberland 8 May 2019

Noted

74.2 Coast Care Activity Plan June 2019

Noted

74.3 Developing Community Approaches to Tackling Poverty

Noted. Cllr Foxley will attend

74.4 SLCC – Paying the Data Protection Fee

Noted

74.5 Northumberland College – Sunderland University merger

Noted

74.6 Notes of JCSC meeting 5 June 2019

Noted

74.7 Notes of Active Amble Working Party

Noted

74.8 Notes of Governance Working Party

Noted

74.9 Notes of SLA with NCC – to follow

Noted

74.10 Letter of thanks from Pride In Amble

Noted

74.11 Housing Strategy for Northumberland – ATC Comments

Cllr Lewis was thanked for compiling comments

74.12 The New Local Plan – email from Rob Murfin

The Clerk has requested copies of the new local plan.

ALL

75. DATE & TIME OF NEXT MEETING: 11 July 2019 – representatives of SEED will be attending the Council offices at 5.30pm to provide an update on their project. All cllrs welcome to attend if they can make it.

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

76: MINUTES –

76.1: Town Council meeting held 9 May 2019 item 28 – 31.3

The minutes were approved

76.2 Amenities Meeting held on 30 March 2019 item 12

The minutes were approved

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

None

78. AGENDA ITEMS

78.1 To discuss and note the contents of the Market Value Report from G F White

Chairs Signature.....

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The market value rental income report had been received and sent to legal representatives.

78.2 Update from Hay and Kilner

The legal proceedings are ongoing and a response to the latest communication is to be drafted.

78.3 Update on Memorial Gardens

The Clerk has engaged services direct and awaits the final report.

Clerk

78.4 To agree Civic Award Nominations

After deliberation and consideration the nominations were agreed.

79. INFORMATION ITEMS

79.1 Notes of Parking meeting on 15 May 2019

Noted. A request to change the parking meeting to 17th July was noted. Clerk to contact Ruth Bendell.

79.2 Notes of JCSC

Noted. It was agreed that it was essential that ATC keep on top of future developments

The meeting closed at 9.00pm.

Chairs Signature.....