

JULY 2020 CLERKS REPORT

Chairs Report

Members are asked to note the Chairs Report

Vice Chair Report

Members are asked to note the report about Paddlers Park

County Councillor Watson Report

Members are asked to note

County Councillor Clark Report

Members are asked to note

FINANCE

Financial Consultant Gillian Turner is assisting with the close down of accounts on Saturday 4th July and Monday 6th July 2020.

Members are asked to agree and approve the annual return which will be circulated after this date. The Clerk will then make arrangements with the Chair for signature and the Internal Auditor before submitted the documents to PKF Littlejohn.

AMENITIES

Paddlers Park

The ROSPA Report was carried out in June and highlighted the following issues which are currently being addressed:

- Cliff Face – ATC have already placed signage here but the responsibility of this is NCC
- Gates – The gates swing outwards so that children can escape and dogs cannot enter. Signage has been placed on these to alert those who may be walking on the path nearby.
- Cross Trainer – some loose fittings reported. Staff liaising with NCC to tighten.
- Tunnel – edges are sharp – these have been requested to be smoothed off. Staff are liaising to see if this can be done again. Additionally, the hard-concrete exit. Staff liaising with Kompan around any matting that might be suitable.
- Multi climbing unit- bolt covers missing. Staff to order more bolts from Kompan but this is a continuing problem.

ROSPA Report for Philip Drive

Gaps in the tiles – Councils has looked at this issue previously and there is very little that can be done to correct this.

The play areas remain closed until Saturday 4th July 2020, despite this there has been continuous reports of some parents lifting their children over the walls and removing the signage in place. Additional Covid related signage will be placed here.

The work on the Coal Trucks is progressing with the contractor.

Cllr Lewis met with Neil Dawson from NCC to discuss the flooding issue- see report

Graphic Decals – Paddlers Park

Following a meeting with the contractor, the Dolphin decals improvements will be done when the paint arrives. It was noted that the hopscotch could require the same type of work carried out in the near future.

Church Street Bus shelter

Zurich have agreed to the quote from our preferred contractor. The Clerk has instructed the Contractor to carry out the works and will let Members know the installation date in due course.

Utilities – West Cemetery

The electricity supply will be connected on Friday 3rd July. The Contractor will be on site to meet the engineers and to discuss any queries they may have.

Northumbrian Water are to also attend on Friday 3rd to conduct a virtual trench inspection. The connection will be made 21 days from this date.

Information Board

The Lawson Street Information Board has now been painted.

Town Covid Signage

New signage has been ordered for the play areas, both cemeteries and memorial gardens. Notices will be placed in the High Street Garden and West Drive notice boards. Further details included within agenda papers if required.

Additional Litterbin – Broomhill Street

The Council has received a request for an additional litter bin on Broomhill Street – see email received. Members are asked to discuss if they wish to purchase an additional bin for here.

PLANNING

Members are asked to note the planning update for June/July.

AGENDA

Risk Assessments

Covid-19 Risk Assessments have been developed to ensure that the Council is Covid Compliant. Members are asked to review and approve the risk assessments.

The Risk Assessments for Covid will be reviewed on a quarterly basis for the foreseeable future.

All office alterations and any comments received from staff on these and the new arrangements have been noted and recorded.

An Office cleaning rota will be used for all staff to complete – template has been issued with agenda papers.

A deep clean of the building has been done by ADT on 29 June 2020, however it is not yet clear when the general cleaning schedule will commence and until this is known, staff will continue to work from home.

Office and Asset Risk Assessments have also been developed and will be carried out by all staff and will be reviewed on an annual basis. Members are asked to note and approve.

Covid – 19 Posters

Many thanks to Cllr Parks for pulling these together. Members are asked to agree to an end date for these, proposal from Cllr Lewis as 15 July 2020 as the last one. This will be after further relaxation of the guidelines but still enough time to promote caution and safeguarding

COMMUNICATIONS

The next version of The Ambler will be ready for 7 August. See attached

NCC Liaison Officer meetings

Ruth Bendell will leave NCC at the end of July. Ruth's replacement has been introduced to the Chair and Vice Chair via email and is happy to meet with members once the pandemic clears. Contacts details are as follows:

Robin McCartney robin.mccartney@northumberland.gov.uk

BMX Track

The Council has received an email regarding Barnesbury Cycling Club, to build a new and much improved BMX Track in Bedlington to Regional Standards. Fund raising is currently taking place and the Clerk has also circulated this to JCSC and Northumbria Police.

Advertisement Board in Morrisons

Following an enquiry from a local business about a business advertising board at the new retail park, the planning officer's report and the conditions relating to the application were checked for clarity before replying.

The application 18/03156/FUL was for the site as a whole- from discussions with Advance we know that Morrisons would be responsible for their store and associated facilities but Advance would be responsible for the development of the rest of the retail site.

In our response and in discussions we stressed the need to have local business advertising. When the planning application was approved, conditions were attached which refer to signposting to the town centre from the whole site- therefore Advance's responsibility. The type and wording had to be approved by NCC- thus the discharge of conditions application 20/00922/DISCON. Once approved the timeline for the erection of the signposts is 3 years from 4th April 2019. In our discussions with Advance, they said they would not all be in place until the retail units were complete- however these have been delayed due to the pandemic.

Specifically in regard to a business advertising board- the officer's report states:

7.110 Comments have been received about the potential inclusion of a condition relating to an advertising board within the scheme for local businesses, the applicant has confirmed that this will be included within the supermarket, as this is a familiar occurrence within supermarkets, it has not been deemed appropriate by the officer to request this via a condition, as this is a regular occurrence within most supermarkets.

Therefore NCC were leaving the onus about an advertising board for businesses to Morrisons themselves rather than both them and Advance.

This has led to confusion as Morrisons stores actually have **Community** Notice boards for community groups to advertise events etc. and not for businesses.

There is an obvious discrepancy here but as there was no specific condition placed in the planning application approval, there is no means of enforcing Morrisons to provide an advertising board for businesses. However, a communication was sent to them requesting such a board be put in place- copy attached to agenda papers.

Update from Amble Food Bank

Amble Food Bank will continue to provide support after the pandemic ends and the crisis eases as residents continue to feel the effects of furlough etc and especially as unemployment is expected to rise.

Amble Food Bank very much hopes that the generosity that the community has shown over the last three months will continue as they will continue to need support in both food and financial donations.

Amble Food Bank continue to source a more permanent home, where they can store and delivery packages long term and always welcome new volunteers

NALC Code of Conduct

Members are asked to note the clarification document and support NALCs response to the consultation.

Wildflowers Rotary Way

Members are asked to note the update circulated via email on 15 June 2020

Cramlington Walk

Members are asked to note the article forwarded by Cllr Morrison. This was an initiative by Blyth Valley Council in conjunction with other organisations. However this work now comes under the remit of NCC & Active Northumberland.

INFORMATION ITEMS

Update on Memorial Gardens

The Memorial Gardens work has been progressing during lockdown. There has been much positive feedback on the works. The next stage of works is to focus on the back borders near the fence and the rockery area with further work needed shortly to look at planting requirements.

The barrier near the corner can now be removed.

Pride in Amble continue to offer voluntary support and the future Rotary input need to be finalised.

Travellers

Travellers have been reported on the industrial estate and The Braid over the last few weeks. This has been reported to NCC and they have been moved on. The officers details are, members are asked to contact the officer direct in the first instance if necessary.

Licensing Hearing

The Licensing Hearing for the Cock and Bull was adjourned due to new government guidelines. A new date has been set for 22 July 2020

NALC Newsletters

Members are asked to note the content of the newsletters received.

Business re-opening and public safety measures

The Clerk has forwarded the concerns to NCC previously received around some people not following the guidelines. Members are asked to note the report from Tony Kirsop

Office reconfiguration

The office now has a new layout which will allow for a new desk for a member of staff.

Attached with the meeting papers is a sketch of the changes that have been implemented as well as information on the new rules for attending the office.

All staff will have their own work station with their own p.c. and a telephone handset equipped with call transfer to prevent cross contamination, which have been secured as part of a contract upgrade with the current supplier.

All staff will be supplied with PPE and individually stored items to aid cleansing and diminish the risk of cross contamination and will be required to attend the office for a briefing prior to their return to office working

Social distancing is possible between work stations; the Clerk's station will have a screen to allow staff contact- however there are moveable screens available should other staff feel the need to screen themselves further.

Once all reconfiguration has been carried out and precautions are in place, members will be invited to take a look by appointment.

With the use of existing furniture and prudent purchasing it has been possible to finance the reconfiguration and covid precautions from the monies already budgeted for the office

Tourism and Social Media Survey

Council received the above survey. The Clerk responded on behalf of the Council.

Public Toilets Reopened

The public toilets have now reopened on a one in one out basis. A new cleaning schedule is also in place and opening hours remain the same. These toilets are not manned and therefore there is no personnel to ensure the one in / one out is adhered to.