

## AMBLE TOWN COUNCIL – AUGUST 2020

The Minutes of the Electronic meeting of Full Council on Thursday 13<sup>th</sup> August 2020 at 6.00pm via Zoom Video Conferencing

### PRESENT:

Cllrs Craig Weir, (Chair), Cllrs H Lewis, I Parks, J Watson, K Morrison, D Bewley, J Dargue  
V Smith - Town Clerk.

Members and the public were reminded they would be muted unless speaking.  
Requests to speak would be signaled by a raised/waved hand.  
Members were therefore asked to signal agreement by a 'thumbs up' gesture.

### APOLOGIES

T Hinton- Personal- Accepted

### 84.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.

There were no members of the public present

### BUSINESS REQUIRED BY STATUTE

To receive an update on the Governance Review if available

There was no update available

### 85. MINUTES: TOWN COUNCIL

85.1: To consider the minutes of the meeting held on 9 July 2020 – items 68 – 83.1

The minutes were agreed as a true record

### 86. CLERK'S REPORT:

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

86.1 Clerks Report was approved. A typo was highlighted. Clerk to correct.

Clerk

### 87 CHAIRMAN'S COMMUNICATIONS and REPORT:

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

#### 87.1: Chairman

There was no report from the Chair as all business is to be reported in Private

#### 87.2: Vice Chairman

Reports and updates are contained within the agenda.

Cllr Lewis has been corresponding with a resident regarding wheelie bins in back lanes. Information was circulated to members in advance.

### 88. REPORTS FROM COUNTY COUNCILLORS:

88.1: To receive a report from County Councillor Clark:

Cllr Clark reported on the following:

Percy Drive roundabout A1068

Permit Parking - Harbour Rd / Ladbrokes St.

Amble Links Static Caravan Transporter – damage to vehicles

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Links Road New Town Houses  
Links Road Give Way Sign.  
Leslie Drive - (Untaxed Vehicle) obstructing access.  
Leslie Drive - Seagull & Pigeon problem,  
Links Road - Overnight Camper vans staying in car parks  
Housing issues.  
Philip Drive raised bed.  
Travelling Community -- Camped on Coquet Enterprise Park.

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

Cllr Watson reported on the following:

Extensive discussions re Car Parking in Amble. ATC to receive a letter in due course.  
It is also of the opinion of Cllr Watson that the Parking meetings should cease as once the car parks works begin, the group has fulfilled its initial remit.- would this be better just as 'He had been asked his opinion regarding future traffic and parking meetings.  
The new Harbour Commissioners Building- progressing  
New housing development Percy Drive- further planning approvals granted

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

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

No reports available

### **90. FINANCIAL REPORT:**

90.1 To consider voucher numbers 69 – 113 for payment and receipt vouchers 24-30 for information (**Finance**)

Cllr Lewis declared an interest in voucher 79.

Cllr Weir declared an interest in voucher 97.

The receipts and payments were approved.

#### **90.2 Bank Reconciliation**

Noted

#### **90.3 YTD figures**

Noted. Members were asked which summary report they preferred to use going forward. Members preferred the summary sheet with less columns however were happy that the Clerk use whichever is best for her. The Clerk to make the necessary adjustments to columns.

Clerk

#### **90.4 Grant requests**

##### **Warkworth Rotary Club £100.00**

Amble and Warkworth Rotary submitted a letter requesting £100.00 to contribute to the planting of more Crocus on Rotary Way. Members agreed to support this.

Clerk

It was agreed to discuss item 93.10 at this point in the agenda:

#### **93.10 To discuss a request for waiving a fee at West Cemetery**

As a mark of respect to a resident who showed exemplary service in WW2 including receiving the Legion d'Honneur and who survived for over 70 years afterwards, Councillor Watson proposed that the fee to place a memorial plaque on the memorial wall should be

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waived, this was seconded by Cllr Lewis. All members were in favour of this to a sum of £70.00.

**91. AMENITIES MANAGEMENT COMMITTEE:** See Clerk's Report-

**91.1 To note the new covid19 signage**

Noted

**91.2. To note remedial works to headstones at Amble West**

Noted

**91.3 To note the memorial testing at both cemeteries**

Noted. Where possible, Office staff are currently contacting relatives to make safe the memorials that have failed the testing. No response will result in the memorials being 'staked' or laid down for safety reasons.

**91.4 To note the meeting regarding the hedge at the Cremated Remains section**

Noted

**91.5 To receive an update on West Cemetery Utilities**

An updated was given within the Clerk's Report.

**91.6 To note the reopening of NCC Play Areas**

Noted

**91.7 To seek retrospective approval for the remedial works at Paddlers Park including rope net and bridge replacement and the letter to ROSPA.**

Members approved the expenditure for the necessary rope bridge and scramble net for Paddlers Park. Installation should be taking place mid September.

**91.8 To seek retrospective approval to send letter to AAHS re West Allotments**

Members agreed approval of the letter sent to AAHS regarding West Allotments. A copy of the letter was circulated in advance.

**91.9 To seek approval to send letter to NCC Planning re West Allotments**

Members agreed the content of the letter to be sent to the Green Spaces Officer regarding the visit to West Allotments.

**91.10 To receive an update on the paint stones project if available**

No update available

**91.11 To note the arrangements for VJ Day**

Due to government restrictions there will be no formal service from Amble Town Council. Instead a simple laying of sprays will be carried out.

**91.12 To note the date for Church Street bus shelter replacement installation**

The bus stop on Church Street is due to be installed on 16 August 2020

**91.13 To note the minutes of the meeting with NCC 15 July 2020**

Noted

**91.14 To note the planting requirements for the town**

The planting requirements were agreed up to a spend of £250.00. Cllr Weir with the Clerk were delegated to carry out the necessary purchases.

Clerk /  
Weir

**92: PLANNING COMMITTEE**

**92.1: To note for information planning decisions, planning matters pending and planning matters pending consideration during the month of July 2020**

Noted

**92.2 Members are asked to comment on application 20/02126/DISCON**

This planning application is in relation to the advertisement board sited at Morrisons. This

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board is intended to make visitors aware of the additional shops and offerings of the town centre. There is concern that the location of the sign is not adequate and it is felt this should be moved closer towards the intended new path which would link the town centre to the retail park. Members were all in agreement with this and staff were asked to inform the planning department

**93. AGENDA ITEMS:** See Clerk's Report

**93.1 To agree to the pre planning application required in relation to a seafarers memorial**

It is expected that a planning application will be needed for the proposed seafarers memorial within the Memorial Gardens. Members agreed to the expenditure to cover a pre planning enquiry of £35.00 to ascertain if this would be needed.

A concept drawing will hopefully be ready by next week-Cllr Lewis to liaise with staff.

**93.2 To discuss the quotation to check the drainage channels of the Clock Tower £50.00 per visit**

Members discussed the above and agreed to proceed with the work twice a year, once in October and once in May.

**93.3 To discuss the quotation received for resetting some kerb stones at West Cemetery £800.00 & the quotation for tarmacking the paths at West Cemetery - £550.00**

Members discussed the above quotations. Members agreed to proceed with the kerb setting but declined the quotation regarding the tarmac of the west cemetery paths. The Clerk to notify the contractor.

**93.4. To retrospectively agree to pay the shared cost of replacement defibrillator pads at the Harbour Office building**

Cllr Watson declared an interest.

Minutes of discussion at that time were retrieved and showed that a joint venture had been suggested when WHC would contribute a third of the costs of the defibrillator project and ATC would bear the rest. WHC disputed this and were of the understanding that they were paying towards installation costs and supplying to electrical costs only, no ongoing replenishment costs. It was acknowledged that the minutes from the time were open to interpretation. Cllr Lewis therefore proposed that on this occasion ATC should cover the cost of the pads. This was agreed by all as it was felt this was an important piece of equipment for the community. It remains unclear who is responsible for the other defibrillators in the town. Clerk to contact WHC.

**93.5. To discuss Lights for the new live Christmas trees to be installed.**

A sum of £200.00 was agreed to purchase lights for the Christmas Trees as these would need to be battery operated as no mains electric was safely available nearby.

**93.6 To discuss quotations to repair The Wynd Wall**

Numerous quotations were received to repoint the Wynd Wall. After discussion members agreed to proceed with the quotation to repoint the whole wall, including fixing the cracks, removing the ivy and leaving the area clean, safe and tidy at a total cost of £7354.00 plus VAT feeling this was the more comprehensive and longer lasting solution.. Clerk to contact all contractors.

**93.7 To discuss the proposal to request double yellow lines are changed to red in specific areas to help stop inconsiderate parking within the town centre**

Members were concerned regarding the car parking and traffic from Harbour Village

Lewis

Clerk

Clerk

Clerk

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towards and in Leazes Street. A request to have no parking lines here on the grounds of safety is to be sent to NCC Highways with a request for an officer to attend on site on a Sat /Sunday mid-day with an ATC Cllr to see the problem first hand. Clerk to contact NCC.

Clerk

### **93.8 To discuss and agree the donation of ATC bikes**

Members discussed donating these Bikes to Watbike and to ask them first if it was possible that after they are reconditioned that they be allocated within the town area. Cllr Dargue to also provide the details for the organisation in Alnwick who also reconditions bikes and donates them to the local area.

### **93.9 To discuss quotation for tarmac of West Cemetery Driveway**

Despite numerous attempts from office staff to obtain tarmac quotes, there was only one received. This is a reputable company and therefore it was agreed to proceed with this quotation and request for works to be carried out in October / November if possible.

Clerk

### **93.10 To discuss a request for waiving a fee at West Cemetery**

This items was discussed under finance.

### **94. COMMUNICATIONS:** See Clerk's Report

RECOMMENDATION - *That the Council note the communications.*

### **94.1 To note licensing application has been withdrawn**

Noted

### **94.2 To note complaints regarding overnight camping**

Noted and reported to NCC

### **94.3 Request to comment on additional evidence as part of the Local Plan between 13<sup>th</sup> July – 7<sup>th</sup> September.**

As, in the council's opinion, some of the information regarding boundaries in the plan remains incorrect, members agreed to send a letter to Rob Murfin to explain the issue further and to request a site meeting with Cllrs and Officers.

Members also agreed they would like to register to attend a physical meeting in November regarding the Local Plan should this meeting not be satisfactory. Clerk to action

Clerk

### **94.4 To note communications received from Ruth Armstrong:**

- **Integrated Wellbeing Service Training Catalogue 2020/2021**
- **Greggs Foundation - Hardship Grants**
- **New Covid fuel crisis fund - referral information**
- **Connecting with people Train the trainer training - nominations requested**
- **Re-engage Call Companions**
- **Community@NE66 summer provision**
- **Updates for the Ageing Well Network**
- **North Northumberland Network Weekly Update**
- **CYPS Experience Survey**
- **PCC newsletter**
- **SBUK hosting conference and Covid-19 seminars**

Noted

### **94.5 Small Business Grant Fund Letter from NCC**

Noted. Clerk contacted NCC for advice on whether to apply and was encouraged to do so. Therefore an application was completed.

### **94.6 Outcome of Local Transport Plan Priorities**

Chairs Signature.....

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There were some comments on the outcome of this year's priorities. Cllr Lewis to draft the comments and forward to office staff for sending.

Lewis

### **94.5 To note NALC Newsletters 29/07, 31/07**

Noted

### **94.6 To note the request from Northumberland College**

Noted

### **94.7 To note the noise complaint from a resident regarding Tesco, Queen Street**

Noted

### **94.8 To note the arrival of travellers on Coquet Enterprise Park**

Noted

### **94.9 To note the continued parking problems within the centre of town**

Noted

### **94.10 To note a request from a busker**

Noted

### **94.11 This item was added at the Chairs discretion**

#### **Future venue for Town Council meetings**

The Clerk has received information from ADT to state that the Conference Room cannot be used at this time and therefore the Council needs to begin to think of other suitable venues for Council meetings where social distancing and Covid 19 regulations can be adhered to.

### **95. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:** See Clerk's Report RECOMMENDATION - *That the Council note the information items.*

#### **95.1 To note the new office furniture and equipment and disposal of the excess rubbish incurred in making the office Covid compliant**

A quote is still to be received to remove the rubbish in the office. Additional equipment has been purchased.

#### **95.2 To note the minutes of the partnership meeting on 29 July 2020**

Noted

#### **95.3 To note the lightning conductor test for the War Memorial Clock Tower has been carried out.**

Noted

#### **95.4 To note the New Pavement Licensing Regime due to come into force 3 August 2020.**

Noted

### **96. DATE & TIME OF NEXT MEETING:**

96.1 10 September 2020, 6.00pm venue tbc

**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**

Chairs Signature.....

## AMBLE TOWN COUNCIL – AUGUST 2020

### 97: MINUTES –

#### 97.1: Town Council meeting held 11 June 2020 – items 80 – 83.1

The minutes were approved

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

#### 98.1 To note the update on the CCT Sculpture Trail

Noted

#### 98.2 To note the report from AYP

Noted. Cllr Parks and Cllr Morrison gave an update on the re-engagement day that took place on 11 August 2020.

#### 98.3 To note the update from ADT

Noted.

#### 98.4 To note the meeting with representatives from Morrisons

Noted

### 99 AGENDA ITEMS

#### 99.1 To receive an update on legal proceedings – see Clerks report

Members were given a full update on recent developments.

#### 99.2 To discuss the parking and traffic flow meetings

An update was given.

#### 99.3. To agree the ex gratia payments to staff for home working in July and August.

Agreed. Clerk to action

#### 99.4. To discuss ATC response to Draft Local Planning policy wording consultation.

Discussion took place as to whether or not this item was necessary now that clarification had been received. Some members were still unclear of the outcome.

A further explanation was given, and possible solutions identified.

Clerk

Chairs Signature.....