

# CLERK REPORT 20 MAY 2021

## **31. POLICIES & PROTOCOLS**

To approve the recommendation to confirm those which require updating at this annual meeting, thereafter with a minimum of two yearly review/update as necessary brought to monthly meetings.

- **Death of a Senior Figure**

This policy requires updating in light of the changes within the Royal Family. Instruction will be taken from National level and the policy will be updated accordingly. Request delegated powers to Clerk when info. available

- **Updated Policy: Publication Scheme**

This policy has been updated to include the most up to date information specifically relating to FOI.

## **33. BUSINESS REQUIRED BY STATUTE**

### **33.1 To receive an update on the Co-option vacancy**

Confirmation has been sought from NALC regarding permission to Co-opt. As NCC were unable to give guidance during an election period, it is correct that NALC give authorisation on this occasion.

**33.2** Therefore, as the electorate had the opportunity to stand, the Co-option Vacancy can now be advertised if members agree.

## **39. FINANCIAL REPORT:**

Reallocation of funds to current budget & earmarked headings as per attached report

The Chair, Vice Chair, Cllr Hinton and Clerk met to discuss the allocation of funds. The attached report highlights the outcome of those discussions and members are asked to agree. A meeting with the financial consultant is yet to take place. Members are asked to agree.

## **42 AGENDA ITEMS:**

### **42.1 To agree the comments to the call for evidence re electronic meetings**

Members were asked to provide comments to the NALC call for evidence on remote meetings. To date only comments from one Cllr have been received.

### **42.2 To agree retrospective approval for Newspaper**

Members to agree

### **42.3 To seek retrospective approval for flowers on behalf of town for HRH The Duke of Edinburgh**

Members are asked to agree a cost of £30 for the spray of flowers for the funeral of The Duke of Edinburgh.

### **42.4 To discuss the request from Local Authority Tree Scape Fund**

Members have previously been made aware of this request from NCC. ATC has recently received some trees from Friends of the Earth; however we know that these will not be enough to cover the fence at the back of the natural burial area and felt that more trees placed here would be acceptable. Clerk to send an expression of interest to NCC who in turn will contact members again with more information.

### **42.5 To agree attendance at JCSC re Wellbeing Gift Photo Opportunity**

Members to agree attendance at the above

#### **42.6 To receive an update on the fish sculpture if available**

It is expected that this would be complete by 8 May however given the challenging weather conditions it will need to be rescheduled.

#### **42.7 To request details of the procedure regarding arranging for telephone appointments at Coquet Medical Group.**

Cllr Lewis has received a number of complaints regarding the difficulties experienced trying to obtain a telephone appointment especially in the morning. It is felt prudent to request details of how these are entering the telephone system etc. and if improvements are possible.

#### **42.8 To discuss maintenance of Rotary adopted bed after initial planting**

Members are asked to discuss and agree a way forward for the maintenance of the flower bed adopted by The Rotary. The original request to adopt this bed from Rotary was for them to plant and maintain it for a five year period. It is suggested this agreement stands and Rotary are asked to make their own contractual arrangements.

#### **42.9 To agree the Allotment Rent 2021-2023**

Members are asked to agree the allotment rental for the following 2 years- static at £1880, or 1% increase will be £1898, 2% £1918.

#### **42.10 To consider a lasting tribute to HRH The Prince Philip, The Duke of Edinburgh and possible location**

A suggestion has been proposed to create a lasting tribute to HRH The Duke of Edinburgh in the form of a commemorative seat, possibly positioned looking out towards the Marina. Members are asked to agree and if agreed to suggest other possible locations for consideration.

#### **42.11 To discuss if members wish to hold a Community and Civic Award this year**

Members are asked to discuss if they wish to hold an event of the above this year.

It is proposed that if agreed, the event would take place in late summer to allow arrangements to be made amid the relaxation of Covid rules. If agreed, a proposal for the judging and the awards will need to be brought forward at the next meeting.

#### **42.12. To discuss the issue with second home / holiday home parking congestion**

Cllr Morrison has requested that members discuss the ongoing problems associated with the increased car parking problems from second / holiday homes in the town and whether there is a possibility of the Town Council requesting that NCC implement a stricter policy on the number of cars these properties have.

#### **42.13 To discuss plans for the Covid Snake Trail**

Cllr Morrison wishes to give an update on the snake trail to councillors as the group is looking for a suitable place to put the rocks and stones as a permanent reminder of the past 12 months. It is proposed to cement the rocks onto the top of the wall in paddlers park. Alternative suggestion is to find a spot in paddlers for a raised snake circle that young people can walk through like a maze.

### **43. COMMUNICATIONS: RECOMMENDATION - *That the Council note the items.***

#### **43.1 To note the correspondence regarding Neighbourhood Plan and the Councils response to date**

To note

#### **43.2 To note discussions with Tesco re CCTV**

Northumbria Police linked Tesco with Amble Town Council in the hope that an agreement could be reached in terms of part funding CCTV to highlight the front of the premises. Currently, the Council is not in a position to fund an additional camera here but has agreed that if Tesco wish to join into our current system that this would be acceptable.

#### **43.3 To note the complaint regarding parking on North Street land**

Staff received a complaint regarding the harries fencing here being moved and cars parking on the land here. This was reported to a contact within Tesco head office and was swiftly reinstated.

#### **43.5 To note the complaint regarding Harbour and TIC toilets**

Complaints have been received regarding both sets of toilets in the town. These have been brought to the attention of NCC

**43.7 To discuss Cllr details and data requests once membership of Council ceases**

The Council has been contacted by a former Cllr with a request to remove all mention of their name and affiliation with Amble Town Council from documents accessed on the internet. Whilst their contact details etc were removed at that time, it is still possible that internet searches by some search engines will result in their name being linked to Amble Town Council. After seeking advice from NALC, general details can be deleted but names recorded in minutes must not be altered as these are legal documents of decisions and must be retained in their agreed format.

Members are asked to discuss their preference for the future. In the light of this request, members are reminded that they agreed to their contact details being public when they were elected/co-opted. It is proposed that once they cease to be members, their details will be removed from the Cllr contact list, but it is their responsibility to contact the Clerk with any other detailed requests.

**44. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:**

RECOMMENDATION - *That the Council note the information items.*

**44.2 To note the plant donation secured by June Watson for Fish Sculpture**

It is proposed a letter of thanks be sent to Mrs Watson. Members are asked to agree.

**44.3 To note the CCTV update**

Northumbria Police has discussed at length with Alcom regarding the cameras on Church Street which are now in the best position possible. The ASB here has increased lately although work is continuing regarding additional lighting here.

**44.4 To note the update from Advance Northumberland if available**

Advance Northumberland continue to promote the site to prospective retailers.

There are some enquiries, and it is anticipated to rise as lockdown eases.

Advance have also been working with the local planning authority regarding some of the restrictive planning conditions which prohibit certain uses and size of units.

**45. DATE & TIME OF NEXT MEETING:**

45.1 11 June 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.**