

# **Clerk Report – May 2022**

## **9. POLICIES & PROTOCOLS**

To approve the recommendation to confirm at this annual meeting thereafter with a minimum of two-yearly review/update as necessary brought to monthly meetings. Members to approve enbloc. Minor amendments to the following to be accepted:

### **Cemetery**

- Permission to erect a memorial. Minor change to size of memorials permitted. The lawn grave memorial must measure no more than three feet high, two feet wide and a maximum of six inches thick (0.9mx 0.6m x0.15m). The cremated section memorials must measure no more than two feet high (0.6m)

### **Councillors**

- Contact Details Agreement

### **Council Administration**

- Equipment Loan Form
- Commemorative Seat and Plaque Policy

### **Committee Terms**

- Amenities Committee
  - Planning Committee
- Minor changes agreed throughout the year

### **Finance**

- Grants and Donations – increased to £150

## **15. BUSINESS REQUIRED BY STATUTE**

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

There remains a vacancy on the Town Council. To date there has been no further interest but it continues to be advertised.

## **21. FINANCIAL REPORT:**

### **21.4 Grant requests – Amble Youth Project**

The Amble Youth Project have requested a donation of £750 towards redecorating and refurbishing Amble Youth Project.

### **21.5 To note the outcome of the Internal Audit**

The internal auditor has highlighted a VAT error of approximately £30. This was caused due to VAT not being split across an invoice. As the accounts have now been closed, the Internal Auditor commented to that affect on the AGAR and discussions have been held with the Clerk.

## **21.7 Annual Governance and Accountability Return for 2020/2021**

- To consider and agree any actions arising from the report of the internal auditor
- To approve the Annual Governance Statement
- To approve the draft annual accounts for 2020/2021
- To approve the Accounting Statement and Explanation of Variances

## **21.8 Retrospective approval for increased booking fee for venue hire**

The Lord Warkworth Masonic Lodge have increased their room hire fees from £15 per hour to £20 per hour effective from 11 May 2022.

## **21.9 Update on storm damage claim**

The insurers requested further details on the claims submitted including postal address of areas where damage occurred and copies of all correspondence. This has been duly sent and the Clerk is awaiting a response.

## **21. AMENITIES MANAGEMENT COMMITTEE:**

### **22.1 To note the 2022-23 cemetery fees**

To note

### **22.2 To receive quotation for proposed drainage work to Section P at Amble West**

The Clerk met with a contractor to discuss the requirements in order to drain Section P of Amble West. Members are asked to consider the quotation for works and options available. Quote to follow

### **22.3 To seek retrospective approval for a contribution of costs to headstone works**

During a recent reopening it became apparent that there was insufficient space available for the size of the coffin being used. In order to alleviate this issue, it was agreed in advance of the date of interment to remove the Headstone which would allow additional space. Town Council was asked to contribute to some of the costs of the removal and refix. It was agreed to contribute 50% of the cost up to £100. Members are asked to retrospectively agree.

### **22.4 To receive an update on the Clock Tower repair**

The contractor who was to carry out the electrical works to the Clock Tower in advance of the repair work can no longer carry out the work as he feels there is insufficient space to change the electricals. Alternative contractors have been approached but it is unlikely they will be able to assist.

Members are asked to consider their preferred way forward.

### **22.5 To note the confirmation of playground safety inspections.**

The inspections have been booked. A date to be confirmed.

### **22.6 To note damage to Wynd Floral display**

A resident has made the Town Council aware of some anti-social behaviour in this area which has caused damage to the plants. The resident has been asked to report any further incidents to the Police.

### **22.7 To note AAHS representatives to undertake Rodent course**

To note

## **23: PLANNING COMMITTEE**

### **23.1: To note for information planning decisions, planning matters pending and planning matters pending consideration during the month of April 2022**

To note

### **23.2 To note letter sent to Rob Murfin re social housing providers**

To note

**23.3 To note minutes of Planning Committee 10 May 2022** if available

To note

**23.4 To note complaint regarding non- notification of some applications**

To note

**23.5 To note response re: advertising signage at Sports Development building**

To note

**23.6 Enquiry to C.A.N. re: Amble housing needs survey**

Cllr Bewley / Weir was asked to approach CAN for information on whether they are able to carry out a housing needs survey in Amble and what the costs would be. If this was possible, it may be that the survey can be delivered as part of a future Ambler. Cllrs to update if possible.

**23.7 To note tree works carried out at Artique development**

The tree work here has been carried out. There was no response from NCC arising from our concerns.

## **24 AGENDA ITEMS:**

**24.1 Retrospective approval for newspaper for May 2022**

Members are asked to agree retrospective approval for the May 2022 newspaper

**24.2 To discuss communication from Country Parks regarding possible wildflower area on The Braid**

Members are asked for any thoughts about the proposed idea.

**24.3 Jubilee Event de-brief and plans for next event**

The firework event was very well received and went ahead without any issues to report.

The next Jubilee Event is the rollerskating rink on 4<sup>th</sup> and 5<sup>th</sup> June and Members are asked to confirm when they will be available to assist in the management of the queue. It has previously been agreed that donations will be asked for RNLI Amble branch and the Clerk is due to meet one of their representatives to discuss the plans further.

**24.4 To receive an update on Covid Rock Trail proposal if available**

Amble Development Trust have been approached and a response is awaited after discussions with the board.

**24.5 To receive an update on Amble Connect if available**

An initial meeting will take place on Friday 6<sup>th</sup> May. Cllr Weir to provide an update.

**24.6 Seafarers Memorial update**

The timing of this has now become crucial and it is likely that the Town Council will need to arrange for the anchors etc to be relocated into storage at the compound until such a time as to when another contractor can take on the work required.

**24.7 Amble Town Council Goals- members to consider for agreement**

Members are asked to discuss this addition to Council Aims and amend or approve.

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

**25.1 To note comms received regarding empty properties**

**25.2 CAN Newsletter 14/4, 3/5,**

**25.3 To note newsletter from Anne Marie Trevelyan 29/4,**

**25.4 NALC 13/4, 26/4, NALC 26/4**

**25.5 To note the comments from Mr Lloyd regards to Persimmon Planning Application**

**25.6 To note concerns regarding Lifetime Development planning application**

To note

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

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

**26.1 To note NCCs intention to carry out footfall survey for Amble**

**26.2 To note minutes of meeting with Northumbria Police 19 April 2022**

**26.3 To note minutes of meeting with Rob Murfin 7 April 2022**

**26.4 To note the Partnership Meeting Notes from 12/4.**

**26.5 To note incident of ASB to Wynd Planter**

**26.6 To note update from Womens Workshop**

**26.7 To note date for Estate Walkabout 12 May 10am**

**26.8 To note Annual Parish Meeting 3 May 2022**

**26.9 To note you-tube of Coastal Summit meeting**

**26.10 To note the date of the next meeting with Northumbria Police 17 May 2022**

**5.30pm**

To note

**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.**