

Clerks Report – April 2023

228. BUSINESS REQUIRED BY STATUTE

228.1 To receive an update on Cllr Vacancies

There are currently two vacancies on the Town Council. There has been some interest but no applications as yet.

230. MINUTES: TOWN COUNCIL

230.1: To consider the minutes of the meeting held on 9 March 2023, items 207-226.2

Members to agree content of the meeting.

Members to agree amendment to Public Question Time of meeting held 9 February 2023

Members to agree to a name amendment of Mr. Paul Donaldson to Mr. Peter Donaldson.

231. CLERK'S REPORT:

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

231.1 Clerks Report attached

Members to review and note the content of the Clerks report.

235. FINANCIAL REPORT:

235.1 To consider voucher numbers 316 – 356 for payment and 100 – 115 for receipt.

Members to agree the payments and receipts. Cllr Weir has payments at vouchers 320, 328 and 345.

235.2 Bank Reconciliation

Members to note the bank reconciliation up to 31 March 2023

235.3 Year to date figures

Members to note the financial summaries.

235.4 Grant Requests

- **Dovecote Street Art Show**

A grant request letter of £150 has been received for leaflets and posters for the Dovecote Street Art show. Members are asked to consider supporting the project. A maximum of £160 is permitted.

235.5 To seek retrospective approval for contribution to Ukraine Aid on behalf of community.

Members are asked to formally agree retrospective approval for £150 donation towards fuel costs for items collected by the community towards the Ukraine War effort.

236.AMENITIES MANAGEMENT COMMITTEE:

236.1 To receive the minutes of the Amenities Committee 30 March 2023

Members are asked to approve the content of the Amenities Committee meeting on 30 March 2023

236.2 To receive an update on Zoned areas for action as part of SLA

It had been noted that some elements outlined in the SLA were not being carried out with as much care to attention and detail and we would expect. Zoning areas have since been agreed which will allow operatives to focus on a smaller area in more detail. The operatives would send before and after pictures of the work which would be checked by ATC staff and this will be reviewed at the SLA meetings with NCC.

236.3 To receive an update on complaint regarding West Cemetery and to receive an update re future arrangements.

The Council received a complaint with regards to excess soil being placed on an adjacent plot over

Mother's Day weekend. This is a generally accepted practice in cemeteries. The grave was yet to be dressed as the funeral was not taking place that day. It was also apparent that the wind had blown over some of the screening boards. Discussions with the contractor reiterated the need for the excess soil to be covered with grass sheets and the screening boards to be in good condition and well secured to lessen the impact on those visiting the cemetery.

A meeting has been held with the complainant whereby the Council expressed their utmost apologies for distress caused. During these discussions, the complainant requested that the Council consider alternative options for the placing of excess soil during interments and would like the council to investigate logistics and practicalities of having a movable soil station which would be near enough to plots but not on adjacent graves. The Council is to arrange a meeting with the contractor to discuss the possibilities.

237: PLANNING COMMITTEE

237.1 Planning Outcomes March 2023

Members are asked to note the content of the report.

237.2 To note the works carried out to Memorial Garden trees

The trees in the Memorial Gardens have been pollarded.

237.3 To note enforcement request for fencing- application 21/00340/FUL

It has been noted that the fence due to be erected around the dog grooming parlour on Percy Drive is yet to be complete. Staff have informed the enforcement officer – update to follow.

237.4 To note advice from PEAR Mapping re: Land Registry

Staff have requested details around what is included in the Land Registry subscription via Pear Technology. It is thought that £75 is an annual cost and will only give basic information of title reference but will not give title deeds. Staff to update when information becomes available.

238. AGENDA ITEMS:

238.1 To consider adoption of new policy - Policy on Dealing with Abusive, Persistent or Vexatious Communications

Members are asked to review and agree the above policy with immediate effect.

238.2 To review correspondence with regards to wall at Gloster Park and consider next steps

Extensive communication regarding the Right of Way from West Drive to New Hall has been received. All Right of Ways are under the responsibility of NCC who have been contacted. NCC consider it is safe to use this route and they are regularly monitoring the boundary. Any enquiries or concerns should be directed to them.

238.3 To note the complaint made against Amble Town Council and the subsequent response

The Town Council has referred the complainant to the Local Ombudsman.

238.4 To agree a corporate response to the Hauxley Neighbourhood Plan

Members are asked to review and provide feedback to the Hauxley Neighbourhood Plan in advance so that comments can be collated into a corporate response.

238.5 To receive feedback on community hub visits

A visit to the Pegswood Community Hub has been arranged for 13 April 2023. A visit to Newbiggin is still to be arranged.

238.6 To discuss response from Anne Marie Trevelyan if available

A follow up email to Anne Marie Trevelyan has been sent requesting an update on the issues raised at our meeting. Staff await a reply.

238.7 To discuss the response from Tesco re CCTV if available in conjunction with quotation for new CCTV on local business

The Council is aware of an increase in ASB outside of the Tesco shop doors which is not covered by the current Town CCTV. Staff have written to Tesco to ask if they would be prepared to share the cost of the CCTV camera to cover this area. A member of Tesco HQ was due to contact the Clerk to let the

Council know the outcome of the discussions however this remains outstanding.

There is another option of housing a new unit on an adjacent business, but this would require full new infrastructure and would be considerably more expensive. Clerk to contact Tesco in advance of Full Council for an update.

238.8 To receive feedback on PlayZone public engagement and feedback from site visit if available.

Feedback from the Community Engagement has been shared with members. A site visit took place on 31 March at the Welfare and the outcome of that will be shared in due course.

238.9 To agree Cllr Weirs attendance at Charity Meal at Bouchon Bistrot, Hexham on 3rd May 2023 at a cost of £27.00

Members are asked to agree to the Chairs attendance.

238.10 To identify qualifications required in order to inform a Neighbourhood Plan and to review responses received for any neighbouring parishes who have already carried out a Neighbourhood Plan.

Amble Development Trust have requested further information with regards to what qualifications the Town Council would expect some of the volunteers to have when completing the Neighbourhood Plan. The attached Steering Group advice note gives further details around what should be in place before taking on Neighbourhood Plan.

238.11 To agree the future use of Council specific email addresses

Previously, dedicated Council email addresses were set up to use for all Members. It is now proposed that all Members adopt these new email addresses for the purpose of Council business. The Clerk to finalise the arrangements and ensure that all email addresses are up to date given the time that has lapsed since they were set up. As these were purely for Council business, as is common practice, the Clerk to have individual passwords in case any monitoring was required in future or for termination when a member leaves.

238.12 To consider proposal to write to Police and Crime Commissioner re local PCSOs and their vital role within the town.

It was been reported in the press that the police force will be subject to a number of changes in the very near future which could reduce the number of PCSO personnel. Members are asked to consider writing to the PCC with regards to the importance of retaining PCSOs and especially the PCSO allocated to Amble.

238.13 To note receipt of parking concerns on Acklington Road and to discuss action to take

During the Estate Walkabout, Members were approached by a resident of Acklington Road with concerns around the inconsiderate parking here, which is made worse when there is football on at the Welfare. This was also passed to parking services at NCC and was also sent to the Locality Officer. Parking Services have since confirmed that as there are no restrictions in place in this area that there is little that can be enforced. If residents would like road markings in place then there is a procedure to follow for this and only then will this be enforceable by the County Council; meanwhile it remains a Police matter.

239. COMMUNICATIONS: RECOMMENDATION - *That the Council note or discuss where necessary the items.*

239.1 Invitation for Cllr Weir to attend Lifeboat Naming Ceremony

Cllr Weir attended the above ceremony.

239.2 Invitation to the preview of "KEEP - Castles, Coast, Coal and Climate 31 March 2023

Members are asked to note.

239.3 To note the complaint with regards to ASB / damage to grass on Philip Drive and to note any action taken by Northumbria Police

Members are asked to note. There was concern that a resident attended the Community Engagement Day only to find that there were no police available. The police have been made aware of the issues on Philip Drive and will continue to police the area when on shift.

239.4 To note the correspondence regarding fires on the Braid and action taken

To note. NCC were made aware that the land in question belonged to Northumberland Estates.

239.5 Invitation to Alnwick Garden Club with Christine Walkden

Members are asked to note.

239.6 Royal Horticultural Society/Northumbria in Bloom Nominations

Members are asked to note nominations of The Rotary, Pride in Amble and Litterbugs.

239.7 Invitation to Aging Well Workshop

Members to note

240. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

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

240.1 To note the minutes of the meeting with Northumbria Police

240.2 To note the minutes of the meeting with the Locality Officer

240.3 To note the minutes of the Partnership meeting with NCC

240.4 To note Parish, Town and Community Councils Toolkit Course

240.5 To note the £2M investment made by NCC to refurbish unused school in Alnwick

Members to note enbloc

240.6 To note action taken in regards to Highways signage on Acklington Road

The Clerk has contacted NCC to ascertain whether the flashing speed sign on Acklington Road can be repositioned so that it does not shine into a resident's window.

240.7 Great British Spring Clean 2023

240.8 To note correspondence re EV Charging Points 2023

240.9 Anne Marie Trevelyan Newsletter 13/3, 20/3, 24/3, 31/3,

240.10 Workshop - How to avoid scams

240.11 CAN Newsletter 17/3, 31/3

240.12 NALC March Newsletter

240.13 Green Matters Community Day

240.14 Updates from Northumbria Police:

- Northumbria Police Neighbourhood Watch Recruitment
- Northumbria Police – ASB update
- Northumbria Police – Pledge to upskill rural responders
- Northumbria Police – Parish Council update
- Northumbria Police Alnwick Coffee Morning
- Northumbria Police - Control Of Dogs Around Farm Animals
- Northumbria Police - Code of Ethics Consultation
- Northumbria Police – Eyes in the Skies

Members to note enbloc

241. DATE & TIME OF NEXT MEETING:

241.1 11 May 2023, Amble Town Council Offices, Fourways2 following AGM at 6p.m.

242. DATES FOR DIARIES

- Clock Tower Roof and Drainage Inspection 14 April 2023
- Northumbria Police 18 April 2023 5.30pm
- NCC Partnership Meeting 20 April 2023 10.00am
- Meeting with Locality Officer 25th April 2023 2.00pm
- Cllr Weir delivery Coronation Gift to schools 3rd and 4th May
- Annual Parish Meeting 4 May 2023 6.00pm