

AMBLE TOWN COUNCIL – SEPTEMBER 2023

The Minutes of the Ordinary Full Council meeting of Thursday 14 September 2023, 6.00pm Fourways 2, 6 Dilston Terrace, Amble.

PRESENT:

C Weir, H Lewis, P Dancer, K Morrison, D Bewley. M Joyce, I Parks

V Smith – Minute Taker

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda, as required by the Amble Town Council Code of Conduct for Members and by the Localism Act 2011, now or as they come up in the agenda process.

94.APOLOGIES

None

95. BUSINESS REQUIRED BY STATUTE

95.1 To note the resignation of Jackie Turpin

The resignation of Jackie Turpin was accepted and noted.

95.2 To receive an update on the Co-option Vacancy and the vacancy created by the above resignation.

The deadline for the request of an election is 14 September 2023. A decision from Northumberland County Council is awaited.

There has been one application form received, this will be discussed in October 2023 meeting.

96. PUBLIC QUESTION TIME: (maximum 15 minutes)

In line with Standing Order 3d-l members of the public may at the invitation of the Chairman ask questions, make representations, and provide information to the Council in respect of the business on the agenda or any other Town Council services.

There was one member of the public present: Mr Don Carmichael.

97. MINUTES: TOWN COUNCIL

97.1: To consider the minutes of the meeting held on 10 August 2023, items 73-93.1

Resolved: The minutes of the meeting were agreed as a true record.

98. CLERK'S REPORT:

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

98.1 Clerks Report

Resolved: The Clerks report was accepted.

99. CHAIRMAN'S COMMUNICATIONS and REPORT:

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

99.1: Chairman

Cllr Weir attended the Charity Walk/Bus Ride to Holy Island - Sunday, 20 August.

Cllr Weir delivered the engraved trophies and awards for the Civic Awards.

99.2: Vice Chairman

The Vice Chairman attended meetings to discuss the Community Website. These updates

AMBLE TOWN COUNCIL – SEPTEMBER 2023

are included within the agenda.

100. REPORTS FROM COUNTY COUNCILLORS:

100.1: To receive a report from County Councillor Clark

Cllr Clark has paid for 7 parking signs along the links into Hauxley, stating no overnight parking for campervans from his Members Small Schemes.

It was confirmed that Amble Links is included in the Coastlands bid and a decision should be known imminently.

Cllr Clark assisted residents with post16 transport to Kirkley Hall.

Cllr Clark had been contacted with a planning concern regarding the Boys Club plans overshadowing Oswald Court.

The works to the Southmead footpath have begun. There is concern that there did not appear to be any drainage laid before the resurfacing. Cllr Clark to check.

Coble Quay remains with Lesley Wood and the Legal department at NCC. There is no update.

Richard McKenzie confirmed that it may be some time before the pedestrian crossing on Percy Drive is constructed. Cllr Clark to ask when NCC did their traffic survey for the proposed Priory Park crossing as figures may not be accurate.

Cllr Clark was made aware of a property in Lesley Drive potentially having a rodent problem. Clerk to pass contact details for Public Protection and Housing officer.

Cllr Clark was made aware of some issues reported on Fix My Street and concerns that the lighting from the Morrisons roundabout to the South roundabout is inadequate.

The damaged wall on Percy Drive will likely not be repaired until the legalities have been finalised.

100.2: To receive a report from County Councillor Watson

Cllr Watson submitted his apologies but provided the following update.

The Marina is carrying out some dredging.

A study is to be carried out in regards to a safer crossing point at the bottom of The Wynd. Signage for motorhomes is to be erected at Rivergreen to highlight where the turn is for The Braid.

The JCSC build is progressing. A joint meeting is being set up. Clerk to seek clarity on this and whether ATC are invited. Clarity is also needed on whether the running track will be retained.

Cllr Clark confirmed there is no RAAC concrete in any Northumberland schools.

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

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

Cllr Weir attended meetings with the Highways Infrastructure Manager (Robin McCartney), the Partnership Meeting with NCC, Northumbria Police, PlayZone, Community Hub, Christmas Lights and assisted with the Gazebo for the RNLI.

Cllr Morrison attended an Events Committee on 6 September. The xmas light switch on will be 19 November 2023 at 5pm. As there is no longer a Young Citizen winner to push the button the Committee has asked Trevor Colbourne who worked tirelessly for the committee before retiring last year. The theme this year is birds and flight. Dry Water Art will be arranging sessions to create designs for the children.

The lighting of the large tree and the Clock Tower is still to be finalised.

AMBLE TOWN COUNCIL – SEPTEMBER 2023

The Events Committee have requested permission to use the Clock Tower steps on 19 November 2023. Members have no objection to this however paperwork must be completed which relieves ATC of any liability in any case. Public Liability insurance should be taken out.

It was confirmed that the Town Council would pay for one road closure for the xmas parade and the printing of the leaflets for the Puffin Festival, up to the cost of £1000.

Cllr Weir attended a meeting of Northumberland Theatre Company on 21 August 2023. The Frankenstein show was well received and is currently on tour. The last performance will be 8 October 2023. The next show to tour is Pinocchio. A Christmas Carol will be screening, date to be confirmed.

Cllr Morrison provided an update from Amble Youth Project also the meeting was cancelled. The summer activities were a huge success with between 40 and 50 children at each session.

Cllr Dancer attended a meeting of NALC. New minutes were produced on request. David Francis, representing National NALC reported on public venues managing terrorism risks. There was also concern regarding the proposal from government that local plans should be reviewed every 5 years and the consequence this would have on Neighbourhood Plans. A new chair will be elected in October 2023.

Cllr Dancer to feedback that more local information is needed.

Councillor Parks and Councillor Bewley attended a meeting regarding the Community Website. This is covered within the agenda.

Cllr Bewley attended a meeting at Amble West Cemetery to discuss the issue with the missing headstone. The family agreed to contact the Stone Mason for clarity.

102. FINANCIAL REPORT:

TC

102.1 To consider voucher numbers 116 - 150 for payment and 37 - 48 for receipt.

Cllr Weir declared an interest in payment voucher 126.

Payment voucher 149 is to be recoded to Allotment fund.

Resolved: The payments and receipts were approved.

102.2 Bank Reconciliation

Resolved: The bank reconciliation was accepted.

102.3 Year to date figures

Resolved: The year to date figures were accepted.

102.4 Grant Requests

- **Amble Detachment Army Cadets**

TC

A grant request was received for £350 to assist the costs for a trip to Normandy. Members considered the detail in the application and noted the importance of learning the history.

TC

Cllr Lewis proposed supporting the request with £350.

Cllr Dancer seconded the proposal.

Resolved: Members agreed to support Amble Cadets with a donation of £350.

TC

- **Northumberland Theatre Company**

Cllrs Morrison and Weir declared an interest and took no part in the vote.

A grant request was received for £2000 to cover the materials and installation of a security gate at Northumberland Theatre Company to prevent ASB and unauthorised parking in their car park. It was queried whether NTC were planning

AMBLE TOWN COUNCIL – SEPTEMBER 2023

to contribute any of their own finances to this.

Cllr Lewis proposed that the request be supported with a grant of £500.

Cllr Joyce seconded the proposal.

Resolved: Members agreed to supporting NTC with a grant request of £500.

TC

- **Amble Cancer Support Group**

A grant request letter was received for £400-500. As a full application had not been received, this could only be considered for a maximum of £160.

It was noted that this was a start up and it currently did not have a specific bank account or constitution. It is not lawful for the Town Council to donate funds to an individual however members felt this was a worthy venture and needed in the community. Cllr Lewis proposed supporting with a donation of £160 however as this could be classed as a Town Project, a sum of £240 could be allocated for this purpose. This support would need to be provided by paying invoices directly and not via a donation into an individual bank account until the support group was up and running. Clerk to contact the applicant to explain.

TC

- **Womens Workshop**

A grant request was received for £2500. No accounts had been submitted with the application. The application was not itemised and it was noted that a substantial amount of funds have recently been realised by the group.

Members considered the application but felt that it did not serve a large proportion of the community. Resolved: The application was denied.

Members were made aware that another application had been received from JCSC but that it was not received in time for the proper consideration to be given. Cllr Parks declared an interest.

The grant request for £624.59 is for students to take part in a school trip on 21 September.

It was queried whether these monies come from the school funding. Cllr Parks to enquire. Members agreed that this would be a worthy donation and would be discussed in October 2023.

102.5 To note the Annual Governance Statement 2022-23, Accounting Statement 2022-23 and External Auditor Report and Certificate 2022-23

Members were presented with the Annual Governance Statement 2023, the Accounting Statement 2022-23 and the External Audit Report. The External Audit report did not highlight any issues for action. Resolved: Members accepted the 2022-23 AGAR. In line with requirements, the documentation has been placed in the noticeboard and on the Amble Town Council website.

TC

102.6 To agree the amendments to the Financial Regulations 2023

Members considered an addition to the Financial Regulations which would allow the Clerk a small budget of £200 for minor maintenance and office requirements. Resolved: Members agreed to the amendment. This is to be added into section 3.

TC

103.AMENITIES MANAGEMENT COMMITTEE:

103.1 To discuss and agree suggested way forward for Memorial Wall planters

NCC suggested that the planters at the memorial wall be added into their planting schedule similar to that of the existing planters in the town. Members considered this and agreed. Resolved. Clerk to contact NCC.

AMBLE TOWN COUNCIL – SEPTEMBER 2023

103.2 To discuss the information provided on Instabedding plants for town planters

NCC were asked to provide information on “Insta Bedding”- which designs and provides planting of a particular event etc. The approximate pricing dependent on design and size of the bed could be around £2k. The planting would need to be renewed annually.

Members considered this and agreed that the cost was too great.

103.3 To receive an update on the missing memorial at Amble West

Cllr Bewley and the Clerk met with family at Amble West. It was agreed that the family should contact the stone mason to request further information.

103.4 To note the ASB at Paddlers Park Play Area and action taken inc water feature and tea cup

Members noted that the water feature at Paddlers Park is no longer in use. The contractor has been informed. As schools have returned, this will be investigated at the maintenance visit arranged for the end of September. There have also been reports of human excrement in the play area. Northumbria Police has been contacted. Costs are being ascertained for a new camera located closer to the water feature and play park.

Information Item: Members were updated on the dates received for works to the culvert.

103.5 To note installation of Bettys plaque

The plaque has been installed and the family are to be contacted by Cllr Parks.

104: PLANNING COMMITTEE

104.1 To note amendments to comments on planning application Ref:

23/02331/FUL for 184 Gloster Park

Noted.

104.2 September Planning Outcomes

Noted.

104.3 To note response regarding Hauxley Grange and Percy Drive

Robin McCartney is currently in discussions regarding the highways issues here and has been sent a priority list. Progress will be assessed at the next meeting after which time Members will consider contacting the developer directly.

TC

105. AGENDA ITEMS:

105.1 To discuss quotation for painting of Church Street Bus Shelter

Members considered a quote of £770 (labour and materials) to repaint the Church Street Bus Shelter for works including two external walls/canopy/ceiling/seat/support beam including floor and underneath the seat. Resolved: Members accepted the quote. Clerk to contact.

TC

105.2 To update on possible options for D Day 2024

Members considered a draft programme for D Day 2024. Some additional entertainment was suggested. Cllr Lewis to contact. Members felt this was a good programme and agreed to hold the event. Staff to begin preparing the necessary licenses and permissions as well as booking PA.

TC

105.3 To agree the amendments to the Equipment Loan Form

Members were asked to review the form to make provision for the use of keys and other assets of the Town Council. This included ensuring that ATC accepted no liability in the event of an incident when assets are in use by external parties. Resolved: Members agreed to the amendments.

105.4 To discuss options for Town Christmas Tree Lighting

AMBLE TOWN COUNCIL – SEPTEMBER 2023

The tree at High Street will remain the Towns Xmas Tree. Work is ongoing around arranging some sort of light experience for the Clock Tower and/or Bettys Tree.

105.5 To retrospectively approve the Newspaper

Resolved: Members approved the Newspaper.

105.6 To discuss feedback from Community Hub site visits and update on Expression of Interest if available.

Notes of the meeting were provided. To date there has been no response from NCC regarding the Expression of Interest however it is expected that this is due to the summer leave.

105.7 To receive feedback from PlayZone meeting.

Notes of the meeting were provided. The steering group next meets on 19th October at 5.30pm.

105.8 To receive an update and decide next steps on a Community Website and arrange further meeting with JCSC

Notes of the meeting have been provided. The Council is to obtain a domain name. Members considered suitable options and decided on Amble Community Hub. A meeting with the students has been arranged for 9th October at 12.30pm. A visual aid of what the website may look like is to be created by Cllr Parks. Personalised hoodies are to be costed for the students working on the project. Deadlines need to be set for the completion of works. It is hoped the website will be live from February.

105.9 To discuss response from Advance Northumberland and Northumberland County Council regarding Lord Mayors Field if available.

There has been no further update. Staff have chased for responses.

105.10 To receive an update on arrangements for Remembrance Day 2023

Arrangements for Remembrance Day are underway. Staff to arrange road closures. Invites and Order of Service to be prepared.

105.11 To note the content of Philip Drive Play Area legal documentation.

The legal documentation was provided. The legal documents state that the area must always remain a play area space. It does not need to have play equipment.

105.12 To note remedial works to Southmead footpath.

To note.

IP

TC

TC

Urgent Item

This week the Council has experienced major IT issues. Members considered transferring the domain provider to prevent recurrence. Resolution: The Clerk was given permission to instruct the take over of the Domain to another provider or to set up a new domain up to the cost of £1000.

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

106.1 To note resident correspondence re New Hall Right of Way and letter sent from Amble Town Council

106.2 To note resident correspondence re Coble Quay Walkway

106.3 To note NCC correspondence re: persistent email contact

106.4 To note resident correspondence re Lord Mayors Field and Advance Northumberland

AMBLE TOWN COUNCIL – SEPTEMBER 2023

106.5 To note invitation to Town and Parish Council Conference 5 October 2023

106.6 To note August Monthly Roundup

106.7 Northumbria Connected 23/8, 24/8,

106.8 Update from Neighbourhood Policing Team 27/9,

106.9 To note the letter to Northumbria Water re Paddlers Park

106.10 To note request for Rotary volunteers for road closure training

106.11 Scam emails in Cllr names

106.12 To note invitation to County Hall concert- 3rd November

106.13 To note action taken regarding Eshott Airfield Planning comment

The communications were circulated previously and noted enbloc.

107. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

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

107.1 CAN News 8/8, 1/9,

107.2 To note the update on pothole repair via Fix My Street

107.3 To note CCTV corrective maintenance reports

107.4 To note Flood Resilience Information from the Environment Agency

107.5 To note the update from AONB

107.6 To note the reports of ASB on North Street and action taken

107.7 To note AGM of Healthwatch Northumberland 2023

107.8 NALC August 2023

107.9 To note staff training with NALC re Planning for Local Councils and NALC training on Social Media.

107.10 To note staff training on CILCA 7/9, 27/9

107.11 To note staff training on Cemetery Management and Compliance Training 12&13 September 2023

107.12 To note staff training on VAT 28th September 2023

107.13 To note Neighbourhood Planning Spotlight on Boldon

107.14 To accept the notes of the meeting with Northumbria Police 8 August 2023 and 5 September 2023

107.15 To accept the notes of the Partnership Meeting with NCC 29 August 2023

107.16 To accept the notes of the meeting with the Highways Infrastructure Manager 29 August 2023

107.17 RAF Retirement Accommodation

107.18 To note the ASB at North Street and action taken

The information items were circulated previously and noted enbloc.

108. DATE & TIME OF NEXT MEETING:

108.1 12 October 2023, Amble Town Council Offices, Fourways2 at 6p.m.

109. DATES FOR DIARIES

Staff Training 7/9, 27/9, 28/9 6.00pm

PlayZone 12 September 2023, 6.00pm, Conference Room, Fourways2

Estate Walkabout 27 September 2023, 10am, meet Links Avenue

Amenities Committee 28 September 2023, 6.00pm, Council Offices

Rob Murfin 3 October 2023, 5.00pm

AMBLE TOWN COUNCIL – SEPTEMBER 2023

Partnership Meeting 10 October 2023, 9am, Council Office

Highways Infrastructure Manager (Robin McCartney) 26 September 2023, 10am, Council Office

Northumbria Police 4 October 2023, 5.30pm, Council Office

JCSC 3rd October 2023, 9.30am, JCSC

EXCLUSION OF PRESS AND PUBLIC: To consider passing the following resolution: That under Section 1(2) the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following items on the agenda due to their sensitive nature

PUBLIC VERSION OF PRIVATE

110: Exempt Report - attached

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

Members considered the report. Resolved: The report was accepted.

111: MINUTES –

111.1: To approve the minutes of the Full Council meeting of 10 August 2023 items 89-93.1

Resolved: Members accepted the minutes of 10 August 2023.

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

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

Cllr Weir addressed points he intended to raise at the next meeting with Amble Development Trust, including the Town Square surface jet wash, the Investment Plan and UK SPF, Young Citizen. The meeting to discuss Neighbourhood Plans is arranged for 3rd October 2023 at 5pm.

113. AGENDA ITEMS

113.1 To receive legal update

It is expected that works to the culvert may cause a delay.

113.2 To receive an update from HomeGroup

Works to the culvert will commence between 18 September – 15 December.

113.3 To receive an update on HUSK if available.

No update available.

113.3 To receive an update on CCTV, inc hotspot areas

Northumbria Police have requested an additional CCTV to cover Tesco.

A cost for new camera on lamp post at bottom of Queen Street has been requested.

A cost for new camera at Paddlers Park has been requested.

The cost of a replacement Toughswitch8 has been requested.

The contractor is expected to visit on 15/9.