

# Clerks Report – September 2023

## **95. BUSINESS REQUIRED BY STATUTE**

### **95.1 To note the resignation of Jackie Turpin**

Members to note. A thank you letter has been sent.

### **95.2 To receive an update on the Co-option Vacancy**

There remain two vacancies on the Council. One application has been received and will be considered in October 2023 as per the Co-Option Policy.

A decision re: the above vacancy should be available at the meeting.

## **102. FINANCIAL REPORT:**

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

Cllr Weir declares an interest in voucher number 126.

### **102.2 Bank Reconciliation**

Members to note

### **102.3 Year to date figures**

To note

### **102.4 Grant Requests**

- **Amble Detachment Army Cadets £350**
- **Northumberland Theatre Company £2000**
- **Amble Cancer Support Group £500**
- **Womens Workshop £2500**

Members to consider each grant application.

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

Members to review and accept the 2022-23 AGAR. There are no matters to bring to the attention of Members.

### **102.6 To agree the amendments to the Financial Regulations 2023**

Members are to review the amendment to the Financial Regulations 2023. This document has been amended to include provision for Clerk expenditure of £250 for minor maintenance and office works, in conjunction with Chair. Members to review the wording in the document.

## **103. AMENITIES MANAGEMENT COMMITTEE:**

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

The beds beside the West Cemetery Memorial Wall requires work. It has been suggested by NCC that it would be best of these beds became part of the usual bedding planting and maintenance programme. Members to consider this offer.

### **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.

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

There remains an issue around a missing memorial at Amble West Cemetery. At the last Town Council meeting, Members decided they would not contribute to a replacement memorial. New figures have since been received of £595 + VAT and the Black option would cost £210 + VAT. The Clerk is due to meet with the family

and contractor on site on 8 September 2023.

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

Members to note that the water feature at Paddlers Park is no longer in use. 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.

**103.5 To note installation of Bettys plaque**

To note

**104: PLANNING COMMITTEE**

**104.1 To note amendments to comments on planning application Ref: 23/02331/FUL for 184 Gloster Park**

Members to note the amendments as agreed.

**104.2 September Planning Outcomes**

Members to note

**104.3 To note response regarding Hauxley Grange and Percy Drive**

During the meeting with the Highways Infrastructure Manager, concerns were raised regarding planning conditions of Hauxley Grange not being met and highways obligations not being met. A response has since been received to explain the delays however Members were not satisfied that they were adequate reasons given the difference to other sites. A priority list has been sent for action.

**105. AGENDA ITEMS:**

**105.1 To discuss quotation for painting of Church Street Bus Shelter**

A quote of £770 (labour and materials) has been received to repaint the Church Street Bus Shelter for works including two external walls/canopy/ceiling/seat/support beam including floor and underneath the seat.

**105.2 To discuss available options for D Day 2024**

It has been suggested that a community day be arranged in the Town Square on 8<sup>th</sup> June 2023 to commemorate the D Day anniversary. It is hoped that a short commemorative ceremony be followed by a celebratory event. Arrangements are ongoing and will be reported on when more information is known. In the meantime permission has been sought from the landowners.

**105.3 To agree the amendments to the Equipment Loan Form**

Members are to review and agree the amendment to the Equipment Loan Form. This is to include provision for keys to the Council's assets.

**105.4 To discuss options for Town Christmas Tree Lighting**

A number of options are being explored in relation to the Town xmas lighting. Investigations are continuing around lighting of Betty's Tree as a one off. The tree on High Street would continue to be the Towns Xmas tree and volunteers are requested to help put up lights early November.

**105.5 To retrospectively approve the Newspaper**

Members are asked to agree.

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

A positive meeting was held at Alnwick, Newbiggin and Cramlington Community Hubs. The hubs are collaboratively run and focus on building resilient communities and community wellbeing.

It is not yet known what the outcome is of the NCC discussions on the future of Amble

First School. Paul Brooks has agreed to chase this up asap.

**105.7 To receive feedback from PlayZone meeting**

This meeting takes place on 12 September 2023.

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

Members to agree on content and layout. A meeting is to be arranged with Russel Gaines.

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

No further response has been received.

**105.10 To receive an update on arrangements for Remembrance Day 2023**

The Town Council will be hosting its usual Remembrance Day Service. Coquet Churches Together have been contacted for information on which Church will hold the service afterwards. Ron Creasy and Amble Cadets have agreed to take part and the Red Row Productions have been booked to provide the sound. Invites are still to be sent out.

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

The deeds for the Philip Drive Play Area have been received and state that perpetuity ends in October 2023. After this time Council is able to make a decision about its continuance as a play area.

**105.12 To note remedial works to Southmead footpath**

It is expected that the remedial works will begin shortly.

**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**

The Town Council continues to receive correspondence regarding the safety of the wall along the Right of Way from West Cemetery to New Hall, including a structural engineer report. NCC assessed the area on 28 July 2023 and reiterated that their position remains unchanged and that the wall poses no danger to the public. NCC also confirm that any dispute with the property / property wall / fence remain an issue between the developer and the homeowner. As the Town Council have no power to act over Rights of Way, it will no longer respond on communications regarding this issue. The resident has been informed of this.

**106.2 To note resident correspondence re Coble Quay Walkway**

A resident has contacted the Council with concerns regarding the Coble Quay Walkway. As this is not an issue that the Town Council has responsibility for, the resident has been advised to contact Northumberland County Council.

**106.3 To note NCC correspondence re: persistent email contact**

NCC advise to refer to the Local Ombudsman remains unchanged. Members to note.

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

To note

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

The conference will be attended by Cllr Weir and Bewley.

**106.6 To note August Monthly Roundup**

To note

**106.7 Northumbria Connected 23/8, 24/8,**

To note

**106.8 Update from Neighbourhood Policing Team 27/9,**

To note

**106.9 To note the letter to Northumbria Water re Paddlers Park**

To note. Northumbria Water have been requested to relocate the water meter closer to the water feature and to also repaint the road markings at the top to prevent cars parking over the access point. A response is awaited.

**106.10 To note request for Rotary volunteers for road closure training**

To note

**106.11 Scam emails in Cllr names**

Members are to be mindful of this type of email circulate and not to respond.

**106.12 To note invitation to County Hall concert- 3<sup>rd</sup> November**

Cllr Parks to attend if available

**106.13 To note action taken regarding Eshott Airfield Planning comment**

To note

**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 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 28<sup>th</sup> 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**

To note encloc

**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**  
**Partnership Meeting 10 October 2023, 9am, Council Office**  
**Tbc Highways Infrastructure Manager 10 October 2023, 2pm, Council Office**  
**Tbc Northumbria Police 4 October 2023, 5.30pm, Council Office**  
A schedule of meetings has been produced.