

AMBLE TOWN COUNCIL – OCTOBER 2023

The Minutes of the Ordinary Full Council meeting of Thursday 12 October 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

OPEN SESSION

PUBLIC QUESTION TIME: (maximum 15 minutes)

In line with Standing Order 3d-I 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.

BUSINESS TO BE TRANSACTED

114.APOLOGIES

None

115. To receive any declarations of interest from Members:

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.

Members are asked to review their completed Register of Interest forms to ensure that they are accurate and up to date.

ALL

116. BUSINESS REQUIRED BY STATUTE

116.1 To discuss Co-option Applications

Mr. Chris Palmer attended to have his co-option application considered by members. Mr. Palmer left the meeting whilst a vote took place.

Resolved: Members voted to co-opt Chris Palmer to the council. Clerk to arrange a meeting for the signing of the necessary paperwork.

TC

The co-option application for Mr. Don Carmichael was considered in his absence due to business commitments. Resolved: Members voted to co-opt Don Carmichael to the council. Clerk to arrange a meeting for the signing of the necessary paperwork.

TC

117. MINUTES: TOWN COUNCIL

117.1: To consider the minutes of the meeting held on 14 September 2023, items 94

113.3

Resolved: The minutes were approved as an accurate record of the meeting.

118. CLERK'S REPORT:

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

118.1 Clerks Report

Resolved: The Clerks report was accepted.

119. CHAIRMAN'S COMMUNICATIONS and REPORT:

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

119.1: Chairman

There was no update from the Chairman as all activities are on the agenda.

119.2: Vice Chairman

There was no update from the Vice Chairman as all activities are on the agenda.

120. REPORTS FROM COUNTY COUNCILLORS:

120.1: To receive a report from County Councillor Clark

Councillor Clark provided members with an update with regards to the environmental concern at a property on Leslie Drive.

Street lighting issues have been reported on Percy Drive, Links Road, Acklington Road, Leazes Street and Harbour Village.

The damaged sign at Morrisons has now been repaired.

The antisocial behaviour at North Street has been logged with Northumbria Police and Public Protection.

Councillor Clark has been approached for information on the area behind Broomhill Street. NCC confirmed there was no live application. Cllr Watson confirmed that WHC had no plans for this area.

Councillor Clark gave members a brief update on the HUSK project, however this was at very early stages and had not been approved yet.

The changes being brought in by the Local Government Boundary Commission for England will be discussed in November.

Councillor Clark informed members that the traffic survey for Priory Park did not meet the criteria needed for an additional crossing here.

The works to the South Mead footpath are now complete. However, there is a concern that further work will now be needed as the garden opposite has started to flood.

Concerns have been raised from residents regarding the removal of shrubs and bushes at Ivy Street. The Clerk contacted Neighbourhood Services who confirmed that this was at the request of NCC Housing.

However this was stated the work was determined after an estate walkabout between partners. ATC reaffirmed they were not part of this and were never consulted about this work.

Councillor Clark give his apologies for the next meeting, however, would be in attendance on Remembrance Sunday.

Councillor Clark was asked to check the highways works carried out outside 17 Castle View. The pothole has been repaired, but now there is no longer a curb which is resulting in the pavement flooding and running onto properties there. The issue had been reported to Fix My Street.

120.2: To receive a report from County Councillor Watson

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Councillor Watson gave an update of the JCSC build progress. Contractors are bidding for the project although the build is expected to cost more due to increased costs of materials.

The running track is not sustainable and will not be included within the new build.

It is not possible for the Town Council to be involved in the technical meetings.

Town Council Members were concerned that the project was already delayed and the impact this would have on new students and also on Amble First School buildings.

There were also concerns about antisocial behaviour at the South Avenue site. This site has not yet been transferred to NCC and is therefore the responsibility of James Calvert Spence College who are having to secure the site from their budget.

Discussions are continuing in relation to the future car parking issue. Alternative options to the present situation were suggested.

The survey and paperwork about a pedestrian crossing for the bottom of the Wynd is progressing and new signage for The Braid is in place.

Cllr Watson has secured funding for the Amble Cadets.

Cllr Watson confirmed that WHC intend to dredge the harbour in late November at a cost of around £100,000.

Road works to The Braid Recycling area were to improve access despite rumours suggesting otherwise.

Cllr Watson gave an update on NCC plans for D Day. A large-scale event is expected for the 6th of June 2024. Councillor Watson enquired and was advised that the current beacon belongs to NCC and is on Warkworth parish council land. Councillor Watson was doubtful that the county council would have funding available for community DD events.

The Clerk was asked to contact WPC to ascertain their plans for the event if any.

TC

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

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

Councillor Weir attended meetings regarding HUSK and meetings of Amble Development Trust, Amenities Committee, Skateboarding UK, JCSC, Neighbourhood Planning, PPCLWG, Amble Homes, Highways Infrastructure Manager, Partnership Meeting with NCC – notes of all have been circulated.

Councillor Parks attended a meeting with Amble Youth Project.

Members were invited to the awards ceremony on the 9th of November. This clashes with the Full Council meeting, however Cllr Morrison agreed to represent the Council.

Councillors Dancer and Bewley attended the Estate Walkabout. This meeting was not well attended by NCC. The Clerk to arrange a new date to include NCC, Housing and Police. Councillor Dancer will be attending the NALC AGM in two weeks.

TC

122. FINANCIAL REPORT:

122.1 To consider voucher numbers 151 - 171 for payment and 49 - 55 for receipt.

Cllr Lewis declared an interest in payment voucher 155 and receipt voucher 54.

Cllr Weir declared an interest in payment voucher 158.

Resolved: The payment and receipts were approved.

122.2 Bank Reconciliation

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Resolved: The bank reconciliation was approved.

122.3 Year to date figures

Resolved: The year to date figures were approved.

A budget meeting has been arranged for 24th October 2023 at 4.00pm. All members welcome.

122.4 Grant Requests

- **JCSC Tycoon of the Year 2023 Enterprise Competition**

Cllr Parks declared an interest.

Cllr Dancer proposed JCSC were supported with the full amount of £624.59. The proposal was seconded by Cllr Lewis.

Resolved: A grant of £624.59 to be paid to JCSC. Clerk to contact.

TC

- **Amble AFC Juniors**

Cllr Morrison declared an interest.

Cllr Lewis proposed to purchase equipment up to a total of £250.

The proposal was seconded by Cllr Dancer.

Resolved: Amble AFC Juniors to be provided with equipment up to a total of £250.

Clerk to contact to request a list of equipment for the Council to purchase

The Clerk was requested to prepare for an audit of awarded grants in the Spring.

TC

TC

122.5 To agree the amendments to the Financial Regulations 2023

Members agreed to the addition to the Financial Regulations at 7.4

123.AMENITIES MANAGEMENT COMMITTEE:

123.1 To receive an update on West Cemetery Fountain

The fountain head has been vandalised. The contractor has been informed and is producing a report for the repair.

123.2 To receive an update on quotation for Paddlers Park Play Equipment

Members discussed whether the Daisy Rocker was a priority given it has a very low risk on the ROSPA report. Cllr Lewis proposed to continue with original works requested but omitting the Daisy Rocker. The proposal was seconded by Cllr Bewley.

Resolved: Staff to proceed with original works excluding the rocker at this time.

123.3 To note response regarding Paddlers Park electricity.

TC

The Town Council were contacted by NCC regarding the electrical supply to the Paddlers. NCC were informed that although the play area belongs to Amble Town Council and Amble Town Council maintain the play parks, the actual land ownership is still with NCC.

None of the equipment installed there which is under Amble Town Council responsibility uses electricity. Electricity had been left installed there at NCC request during the regeneration work and was therefore their responsibility however NCC were advised to investigate whether the power for their lamp posts comes from this supply.

123.4 To note update regarding litter bins in Tynedale

Residents have been using this bin for household waste and the bin is regularly vandalised. As a result, the bin has been relocated however residents continue to leave rubbish at the site. The bin at Horseshoe Hill is regularly vandalised and relocation is being discussed. Further issues should be reported to the enforcement Officer. Clerk to contact officer to urge enforcement measures be taken.

TC

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123.5 To discuss the installation of section area signs at Amble West Cemetery

Members discussed the possibility of erecting section area signage at Amble West and whether the expenditure could be justified given there was a map of the cemetery at the entrance. Cllr Lewis proposed that if it was possible to have the installation free of charge then Members would proceed with the purchase. The proposal was seconded by Cllr Weir. Resolved: If installation could be arranged FoC then Members agreed to the purchase of the signage at a cost of £322.

TC

123.6 To consider a review of the rules regarding Grave Plots

Discussion took place around whether the information provided to families during a period of grief may not be helpful in terms of understanding the rule of the cemetery. Cllrs Lewis and Bewley were delegated to revise the documentation to see if any changes are necessary before reporting back to Full Council.

HL
DB

123.7 To consider a review of Town and Cemetery Seats and subsequent amendments to the Commemorative Seat and Plaque policy if agreed

Resolved: Members agreed to install polyboard seats going forward. Cllrs Lewis and Bewley were delegated to review the policy wording and report back to Full Council.

HL
DB

123.8 To receive an update from Northumbria Water if available

Northumbria Water have been contacted with regards to the relocation of the water meter at Paddlers Park. This would not be carried out unless there was a hazard with current location. A request for the hatched lines to be repainted was considered unusual and it is unlikely this will be done. NCC have been asked to read the water meter now and again in three weeks time to ascertain whether there is a leak.

123.9 To note allotment fire and discuss action required

A recent fire at East Allotment highlighted some concerns with regards to bonfires and gas bottles and other hazardous materials. A meeting is to be requested with AAHS to discuss what action, if any needs to be taken. The fire was attended by the Fire Service who have asked to attend a future Council meeting.

123.10 To agree Amenities Committee minutes from 28 September 2023

Cllr Lewis requested some amendments to the wording at item 38 and 40.3 to provide greater clarity.

Resolved: Members agreed to the change in wording. Staff to action.

Additional Items at Chairs discretion:

Additional items are permitted however no decision or financial agreement can be made.

Missing headstone:

The stone mason / funeral director is erecting a new headstone and added inscription.

Unauthorised Mementos update:

A second letter has been issued to those plot holders who have unauthorised items on grave plots, outlining the next steps in the process.

Further discussion is required with regards to who will remove the remaining items.

124: PLANNING COMMITTEE

124.1 To note NCC response re workshop shed

The shed has since been removed.

124.2 October Planning Outcomes

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Following on from a query regarding the trees on the A1068, the Highways Infrastructure Manager has been asked to raise the query and ascertain whether any amendments to the proposed entrance here can be proposed to the developer.

It was also noted that the JCSC planning application has been approved.

Resolved: The planning outcomes were noted.

125. AGENDA ITEMS:

125.1 To note outcome of Percy Drive Traffic Survey and update on pedestrian crossings

An update was provided during Cllr Watsons update above

125.2 To note the September monthly update

Noted.

125.3 To receive update on Community Website and retrospective approval for domain

Cllr Lewis proposed acceptance of the costs for the domain for the Community Website. The proposal was seconded by Cllr Bewley.

Resolved: Members agreed retrospective approval for £330 for 3 years domain ownership. Discussion took place regarding hoodies for the students working on the project.

Cllr Lewis proposed that costs are investigated for embroidered logo hoodies with an indicative expenditure of £400. The proposal was seconded by Cllr Bewley.

Cllrs Bewley and Parks along with the Clerk were delegated to decide on the logo design and to investigate hoodie costs.

DB
IP
TC

Don Carmichael attended the meeting.

Mr Carmichael was informed that he had been co-opted in his absence and was required to make an appointment with the Clerk to complete the necessary paperwork.

125.4 To note summer 2024 planting for Dilston Terrace, The Wynd

Resolved: The Wynd colours and legend to be 80 D-DAY.

Dilston Terrace:

Bed one remain as stones

Bed two remain as Kings Cypher

Bed three Queen Elizabeth Memorial

Bed four to be planted with Town colours

The Wynd: D Day

125.5 To receive an update on Christmas Lighting and determine way forward

At the time of the meeting costs for the electrical works needed had not been provided, although the quotation for the lights themselves was over £4k.

Traditionally the Town xmas tree has been the tree at High Street Gardens.

Resolved: Members agreed not to light the tree in the Memorial Gardens.

An events committee representative has informed the Council that a light is not working on the clock tower. The Events Committee would also like to erect lighting in the Memorial Gardens on the night of the 19 November for the Xmas parade. Members requested a meeting to clarify some points of concern. Cllrs Weir and Parks with the Clerk were delegated, and if satisfied that all health and safety concerns were adequately covered, it was agreed the lighting could go ahead.

CW
IP
TC

125.6 To discuss PSPO re consumption of Alcohol in public spaces

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Resolved: Members agreed to the PSPO extension. Clerk to respond.

TC

125.7 To receive, discuss and determine Scheme of delegation

The Clerk was asked to develop a Scheme of Delegation at a previous Full Council meeting. Some of the content is already covered within the Standing Orders.

TC

Resolved: Members accepted the Scheme of Delegation.

125.8 To discuss and agree allotment rent 2023-25

Cllr Lewis proposed an increase of 2%. The proposal was seconded by Cllr Dancer. Clerk to contact AAHS.

TC

Resolved: AAHS 2023-24 to increase by 2%.

125.9 To discuss excess Amble Christmas Lights Donation

It was clarified that although this request relates to the Christmas Parade it is in fact from the Events Committee as organisers of the event and not the Christmas Lights Committee. There was concern that the invoice provided does not state how many roads are to be closed as the agreement is that the Council would pay for one road closure.

Cllr Parks proposed that as there is £1000 in the budget (on application) for one road closure and puffin leaflets, that the Council pays £600 towards road closures and up to £400 for puffin festival leaflets. This proposal was seconded by Cllr Lewis.

Resolved: Clerk to arrange payment.

TC

125.10 To consider the development of a priority specific Neighbourhood Plan for Amble

A meeting with Amble Development Trust, Amble Town Council and NCC was held to discuss the above.

It was suggested that a priority specific plan could be useful if it were to contain a small number of focused priorities, namely Conservation, Heritage and Green Spaces. Much of the discussion focuses on conserving our heritage.

A steering group would need to be created and the plan should be community led. An application to NCC should be instigated who would then assess whether the concept is acceptable.

Cllr Lewis proposed that the Town Council should be minded to assist in the development of a Neighbourhood Plan to focus on Open Spaces and Conservation of Heritage within the settlement of Amble Parish.

The proposal was seconded by Cllr Parks.

Resolved: The Town Council to apply to NCC regarding the establishment of a Neighbourhood Plan. Clerk to also inform Amble Development Trust of the decision.

TC

125.11 To note the update from Coastlands Bid

The update was noted. The Coastlands Bid was unsuccessful. AONB confirmed that they are still keen to be involved should there be a Community Asset Transfer of Amble First School.

125.12 To receive an update on CCTV

The contractor was asked to provide costs for additional works to CCTV system:

Paddlers / Water Feature

To supply install & commission:

1 x Hikvision 4MP AcuSense IR PTZ with 32X zoom

1 x IP66 Rated external PSU 1 x 4A outlet

1 x Pole Mount camera bracket

Total £1,461.44+Vat

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Queen Street / Lawrences Corner

1 x Hikvision AcuSense 4MP motorized varifocal lens Darkfighter bullet camera with IR
1 x IP66 Rated external enclosure
1 x Camera bracket
1 x 4 Port POE switch
1 x 13amp switched spur
1 x Wireless bridge

Note - 240v Mains supply required by others

Total £1,820.02+Vat

Discussion took place around what work is necessary at this moment in time.

Cllr Dancer proposed that the camera to cover Tesco be deferred until Tesco respond regarding their contribution to costs. The proposal was seconded by Cllr Lewis.

Resolved: No camera at Tesco to be installed.

Cllr Dancer proposed to defer the Paddlers Park camera until Spring 24 as the water feature is now off and if it is not able to be repaired an additional camera will not be needed. An additional camera in Spring 24 can be included with the financial budget for that year.

Cllr Bewley counter proposed that an additional camera should be placed at Paddlers Park. A vote was called. Four Members voted for a camera at Paddlers Park, three members voted against. Motion carried.

Resolved: An additional camera is to be installed at Paddlers Park. Staff to seek permission from NCC re land and electricity.

TC

Additional Items at Chairs discretion:

Additional items are permitted however no decision or financial agreement can be made.

D Day 2024

A number of entertainment options have been contacted. Music provision has been sourced. Events Insurance will be required. Cllrs Bewley, Parks and Lewis were delegated to firm up costs ahead of next meeting.

DB
IP
HL

ASB notification and request for assistance.

The Town Council has been made aware of ASB on George Street back lane affecting residents living there. Additional lighting has been requested, even on a temporary basis. Initial concerns were that Members cannot provide for one area over another especially when both areas are suffering ASB. It was agreed Council could not help to supply additional lighting but it was suggested that perhaps Cllr Clark could be contacted.

TC

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

126.1 To note correspondence regarding Harbour dredging

Noted

126.2 To note correspondence in relation to Right of Way – New Hall

Noted

126.3 To note Freedom of Information Request regarding social media

Resolved: The subject access request documentation was approved. Clerk to send.

TC

126.4 To note ASB concerns re North Street and action taken

Noted

126.5 CAN 15/9, 29/9

Noted

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126.6 Northumbria Police 115/9, 2/10

Noted

127. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

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

127.1 To note completion and update of Declaration Of Interest forms

127.2 To note Local Area Committee Fix My Street Presentation notes

127.3 To note success of JCSC students in national competition

127.4 To receive notes of meeting with JCSC 3 October 2023

127.5 To note the update from the Estate Walkabout 27 September 2023

127.6 To receive notes from meeting re skateboarding workshop 29 September 2023

127.7 Amble Youth Project Annual Youth Award Ceremony 9 November 2023

127.8 Notes of Community Website meeting 12 September 2023

127.9 To note the Town and Parish Council Liaison Working Group 5 October 2023

Noted enbloc

128. DATE & TIME OF NEXT MEETING:

128.1 9 November 2023, Amble Town Council Offices, Fourways2 at 6p.m.

129. DATES FOR DIARIES

19 October 2023 – PlayZone Steering Group – 5.30pm

25 October 2023 – Staff Training – 6.00pm

3 November 2023 – NCC Charity Night

7 November 2023 – Staff Training

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

PRIVATE

130: Exempt Report - attached

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

Resolved: The content of the exempt report was accepted.

131: MINUTES –

131.1: To approve the minutes of the Full Council meeting of 14 September 2023 items 110-113.3

Resolved: The minutes of the meeting were agreed.

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

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

- **Update from meeting of Amble Development Trust**

Cllr Weir provided an update. Amble Development Trust are keen to restart the Young Citizen of the Year Award in partnership with the Town Council. Cllrs Morrison and Parks volunteered to investigate what would be required and report back to members.

Cllrs Parks gave an update on the JCSC meeting.

133. AGENDA ITEMS

133.1 To receive legal update

An update was given and discussed as was the request for changes to the agreement. TC

Resolution: Members agreed to the change within the legal documentation subject to scrutiny from Councils legal representatives. Clerk to contact developers with full response and contact legal representatives for advice. TC

133.2 To receive an update from HomeGroup

No further information has been received from HomeGroup. TC

Resolved: Clerk to contact when necessary.

133.3 To receive an update on HUSK

Members agreed to providing a letter of support for the project.

Resolved: Clerk to contact and provide letter.

133.4 Staff Appraisal update

An update was given.

Resolved: Members agreed to the recommendations.

133.5 To receive an update on CCTV

No costs were available for the meeting.

134. INFORMATION ITEMS

134.1 HUSK notes 27 September 2023

Noted