

# AMBLE TOWN COUNCIL – November 2024

The Minutes of the Full Council meeting of Thursday 14<sup>th</sup> November 2024, 6.00pm,  
Town Council Offices, Fourways2, 6 Dilston Terrace, Amble.

**PRESENT:**

**C Weir (Chair), I Parks (Vice Chair), H Lewis, C Palmer, D Bewley, K Morrison, I Rackham**

V Smith – minutes

## 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.*

Mr Michael Joyce requested to be given updates on Percy Drive, Amble toilets and the 3G football pitch.

Percy Drive – ATC have been in regular contact with NCC regarding the state of the Percy Drive highway. There is some dispute over who is responsible for its repair and when during the development phases this should be done. Mr Joyce reported £1000 of damage to his vehicle. Mr Joyce was advised to contact NCC.

Toilet refurb – Amble toilets are due to be refurbished this financial year however ATC has requested an enhanced specification to best suit the needs of the town. It is known that additional funding to support these enhancements is needed. ATC are keen not to delay the project any further and discussions are ongoing.

3G Pitch – County Councillor Watson confirmed the funding is available from the Football Foundation however work progresses on ensuring that all the necessary elements are in place which may mean the project is delayed. Negotiations are also taking place with Amble Development Trust with regards to suitable access for the 3G pitch.

## BUSINESS TO BE TRANSACTED

### **129.APOLOGIES**

None

### **130. BUSINESS REQUIRED BY STATUTE**

**130.1 To note the resignation of Michael Joyce and to welcome co-opted Cllr Ivor Rackham**

Noted.

**130.2 To note co-option procedure for Central Ward**

The co-option process has been started. NCC will confirm whether the Town Council can co-opt.

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### **131. 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.**

Members to raise as and when on the agenda.

### **132. MINUTES: TOWN COUNCIL**

**132.1: To consider the minutes of the meeting held on 10 October 2024, items 110 - 128.3**

Resolved: The minutes were agreed as a true record.

### **133. CLERK'S REPORT:**

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

#### **133.1 Clerks Report attached**

Resolved: The Clerks report was accepted.

### **134. CHAIRMAN'S COMMUNICATIONS and REPORT:**

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

#### **134.1: Chairman**

The Chairman had attended a civic event in Morpeth, a presentation at Amble Links Primary School, a Morpeth Charity Ball, Remembrance Sunday.

#### **134.2: Vice Chairman**

Cllr Parks attended the presentation at Amble Links First School and Remembrance Sunday.

### **135: Update from Neighbourhood Development Steering Group**

#### **135.1 To receive report update from Steering Group**

Matthew Connolly, Luke McTaggart and Louise Little attended to represent the Neighbourhood Plan Steering Group.

The Steering Group was asked to provide a monthly report if possible.

There was some disappointment expressed to the steering group that Members of the Town Council did not attend the public consultation days however it was explained that Members were tied up with meetings from 4pm on one of the days and as volunteers have other commitments to meet. It was confirmed that Ivor Rackham is a member of the steering group as an individual and not as a member of ATC. There may also be additional membership as a former Cllr has also asked to sit on the steering group. Feedback from the public consultation was very positive with around 120 people in attendance, which NCC deemed very successful. This provided lots of ideas to be collated and sorted into a report for circulation. The next steps are to include narrowing the scope and creating sub groups to work on topics in more detail. A map and confidential index document was provided to show designation of spaces however it was acknowledged that some of the content will

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change but as it stands this document will be used to show everything has been looked at before being sifted. A meeting to look at green spaces and environment will take place on 28 November at 6pm and will look at index points 0-48. Conservation and Heritage meeting will take place on 2 December at 6pm looking at index points 51-76. The steering group will be looking at a type of co-option policy to allow the areas of expertise to grow. Paul Morrison and Richard Pope have both expressed an interest to be involved and have a vast amount of knowledge to share. A housing needs assessment is required and will be carried out by ACOM. The Chair of the steering group is trying to align diaries to get the first meeting arranged.

It has also been confirmed that the plan refers to the Parish boundary and not the settlement boundary.

Although a timetable had been produced it was accepted that this was fluid and may need to be changed as necessary.

The system of internal control for the payment of invoices was confirmed. Payment authorisation to be allowed from Matthew Connolly, Julia Aston and John Dunwoodie.

The steering group were thanked for their very hard work. It was acknowledged that a vast amount of work had been done to date.

The steering group were made aware of the NCC initiative looking at walking routes and cycle corridors throughout the town. It was suggested that a member of the steering group should be invited to those meetings once they are set up.

### **JCSC Sports Hall**

MC reported that during discussions between Amble Development Trust, JCSC and NCC there was a miscommunication around the current sports hall not being fit for purpose. MC felt the building is good enough to retain as an independent facility but not as part of the new school site. The building could be a valuable community asset, with assistance provided by Amble Youth Project and funding available from Sport England, which could enhance the sporting offer within the town. It was suggested that a Sport England funding bid could be developed for creative and innovative sporting provision and assist in the creation of a sports village given the other facilities either already there or in the pipeline. It was queried whether S106 monies for health could contribute to this provision given the wider health benefits of an active lifestyle. It was suggested a Community Interest Group would need to be set up to drive this forward and it could consist of ADT, ATC, AYP and any sporting clubs, working together for the greater good of the community. A business plan would need to be developed.

### **136. REPORTS FROM COUNTY COUNCILLORS:**

#### **136.1: To receive a report from County Councillor Clark**

The Northumberland Estates Planning Application was approved.

Councillor Clark's double yellow lines requests for Ladbroke Street, Dovecote Street and Smith Street has been put on hold as officers have recommended reviewing all lines next year.

Richard McKenzie has recently sent Amble Town Council a consultation for parking restrictions for Leazes Street, Newburgh Street and possibly Ladbroke Street.

Links Avenue is currently having some work done to repair a flooded footpath. Resurfacing of Links Avenue and Philip Drive is also taking place soon. Amble Library footpath is also having some flooding and mud issues but is to be monitored.

An update has been requested with regards the planting of the Ivy Street trees.

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A survey has been carried out on the Coble Quay walkway wall. County Cllrs to update once more information is known.

Cllr Clark assisted residents with Council Tax queries.

Cllr Clark was made aware of the issues raised by a resident of Brinkburn with regards to parked cars and speeding on Percy Drive.

### **136.2: To receive a report from County Councillor Watson**

Cllr Watson tendered apologies for Remembrance Day however had personal commitments. Cllr Watson also tendered apologies for the North Local Area Planning Committee. Despite not attending the meeting, Cllr Watson has expressed concerns regarding the access and has written to Northumberland Estates. Northumberland Estates must still satisfy highway requirements before the development starts. Cllr Watson continues to negotiate safer crossing points on The Wynd.

South Avenue has been resurfaced.

The trees and shrubs on South Avenue should be retained however ATC were concerned that there had been some quotes requested for the removal of these. Cllr Watson to chase up.

Northumberland Coast National Landscapes intend to improve the dunes with wildlife and fauna as well as cattle. It is expected that this will be complete by the end of the year.

Cabinet met this week and the additional funding of £80k has been agreed for Amble and Haltwhistle toilet refurbishment. It is expected that Amble Town Council will provide some of the extra funding that is needed for the enhanced provision if it goes ahead. Members felt it was unfair to expect the Town Council to contribute to a project that should be costed for. There were concerns raised about the specifications for example – no urinal in the Harbour Gents. As Cllr Clarks Members small scheme project has been put on hold he agreed to use his remaining contributions towards the toilet refurbishment if necessary.

Cllrs Watson and Clark purchased a long range camera for Northumbria Police however there are now reports that the camera is barely used and is in Alnwick. It was suggested that NCC should check the status of this camera and if it is not being used to ask to have it back.

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

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

Cllr Weir attended meetings with JCSC, ADT, David Smith MP, Highways Infrastructure Manager, Northumbria Police, Glen Sanderson, Budget setting, Neighbourhood Plan Steering Group, Estate Walkabout. Feedback from the Estate Walkabout was given. Issues to be raised with Fix My Street at the next meeting with Robin McCartney.

Volunteers were asked for the NALC AGM and CAN AGM.

### **137.2 To discuss agreement for Cllr Rackham as Council representative on Amble Youth Project**

Cllr Morrison proposed that Ivor Rackham represent the Town Council on Amble Youth Project.

Seconded by Cllr Lewis

Agreed.

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### **138. FINANCIAL REPORT:**

#### **138.1 To consider voucher numbers 168 – 196 for payment and 45 - 49 for receipt.**

Cllr Weir declared an interest in 177 and 178.

Resolved: The payments and receipts were approved.

#### **138.2 Bank Reconciliation**

Resolved: The bank reconciliation was accepted.

#### **138.3 Year to date figures**

The year to date figures were noted.

#### **138.4 To note the Interim Internal Audit Report**

The interim internal audit report was accepted.

#### **138.5 To note draft 2025/2026 budget and precept request**

Members were presented with a draft 25/26 budget looking at a nil percentage increase to residents, whilst still being able to raise the precept due to the increased number of houses on the band D council tax.

Members were also presented with a draft staffing budget, taking into account proposed employer pension contributions to 15%, increased employer NI contributions and forecasted salary increases in line with NJC pay scales.

The budget is not finalised until January 2025 and so any amendments can still be considered.

#### **138.6 Grant Requests**

- **Wag & Company North East Friendship Dogs**

Cllr Lewis proposed £50

Seconded David Bewley

Resolved: A donation of £50 to be arranged.

- **Warkworth Cricket Club**

Members agreed that the funds should be sent back to Council and the club should reapply if necessary.

### **139. AMENITIES MANAGEMENT COMMITTEE:**

#### **139.1 To note the report on the Clock Tower Drainage Channel**

The report has been circulated and did not present any issues.

#### **139.2 To note the update on the proposed Bus Stop Build-Out, Woodbine Street, Amble**

Update noted. Clerk to ask that the disused Albert Street road markings are removed and inspection of the road markings at Woodbine Street is carried out.

#### **139.3 To note agreement re Cemetery turf**

The contractor has agreed to donate £200 in compensation for damage to the turf at the Fountain at Amble West.

#### **139.4 To note agreement for JCSC Planter**

NCC to remove heather and plant summer and winter bedding plants in the Acklington Road planter.

#### **139.5 To discuss quotation for kerb work at Amble West if available**

A quotation has been received of £5650 however another quotation is being sought. This item was deferred until quotation received.

Item added at discretion of Chair

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Due to a road traffic collision on Percy Drive, a section of the Allotment Fence has been damaged and some damage also to the allotment within that area. The incident has been reported to Northumbria Police and an insurance claim has been logged. A quotation for remedial works has also been requested. Allotment tenants have been advised not to carry out any works until the area has been made safe.

Conservation approval has been given for the works to the Memorial Gardens trees.

Members were provided with cemetery training feedback which although long, is very comprehensive.

### **140: PLANNING COMMITTEE**

#### **140.1 To note November 2024 Planning Outcomes**

Noted.

#### **141. AGENDA ITEMS:**

Updates to be taken in line with Clerks report.

#### **141.1 To discuss costs for updated site survey for land at the Wynd, Amble**

Members agreed to keep quotation on file for future reference.

#### **141.2 To discuss and agree wording amendment to Dealing with Abusive, Persistent or Vexatious Communications Policy**

Members agreed the additional wording for paragraph 4.4 and 4.9.

#### **141.3 To discuss review of Persistent Complainant Restrictions**

It was agreed to retain restrictions and align with new policy. Council maintains it has answered the queries as best they can and do not have anything further to add.

#### **141.4 To discuss possibility of Amble Trade Fair**

There is scope for volunteer and business organisations to work collaboratively. Cllr Rackham, Parks and Bewley to meet to produce a plan and report back in January.

#### **141.5 To discuss arrangements for Community Hub Public Consultation 19 November 2024**

Time slots were agreed and the format of the event was decided. The main focus of this is not to promote use of Amble First School but to determine whether the community feels there is a need for a community hub given everything that is already available and to ascertain what other activities/leisure interest groups etc. they would like to see in Amble.

Members agreed to come to a decision on the Community Asset Transfer in December's meeting.

#### **141.6 To discuss Democracy Work/Event for JCSC**

Members await to hear from JCSC. Topic to be raised at the next JCSC meeting.

#### **141.7 To discuss agree amendment to date of May 2025 AGM meeting**

Members agreed to postpone the May 2025 AGM by one week due to proximity of the 100 year commemoration event after elections being too close to inform the details to a possible new membership. The new date is 15<sup>th</sup> May 2025.

#### **141.8 To discuss proposal for double yellows on Leazes Street / Newburgh Street Junction**

Members had provided initial feedback on the consultation, and this has been fed back to Richard McKenzie.

#### **141.9 To discuss Amble Toilet Refurbishment proposal from NCC**

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A breakdown of costs for the enhanced provision would have been useful. Clerk to request information on how much it would cost for drainage and to advise that it was felt that white roc was not needed in the TIC. Council felt that surely the walls of the harbour facilities would need to be skimmed/plastered given the dire condition of them at present. Clerk to request a meeting with officers ASAP. Cllr Clark does have around £9k available from his members small schemes to assist with costs if necessary.

### **141.10 To agree retrospective approval for November Newspaper**

The Newspaper was approved.

### **141.11 To agree retrospective approval for staff training x 2**

Staff training was approved.

### **141.12 To review Chair / Mayoral attendance at local events**

It was agreed that this should be agreed at the discretion of the Clerk and Chairman and subject to Chairman availability.

### **141.13 To receive an update on 100 years unveiling of Memorial Clock Tower for May 2025**

Members received the notes of the update for information.

### **141.14 To receive an update on outcome of interviews for Admin position**

Susan Fletcher has been appointed as the new administrative assistant and will commence with the Town Council on 2<sup>nd</sup> December 2024.

### **141.15 To note appointment of Grave Digging Contractor as of 1 November 2024**

The contract has been signed and relevant insurances have been provided.

### **141.16 To note agreement for Events Committee usage of Memorial Garden steps**

Members to note that the Events Committee have been given permission to use the Memorial Gardens for music only / no trading at community events on 17 November and 1 December.

### **CCTV Provision**

It was confirmed that the cost of the CCTV relocation possibly to S&M electrics or that area was £1500 however it was noted that the building has been sold and is currently undergoing major refurbishment.

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

#### **142.1 Northumbria Police 2024 Crime and Community Survey launched**

#### **142.2 Northumbria Connected 8/10, 17/10, 22/10, 28/10, 30/10, 31/10,**

#### **142.3 To note Subject Access Request and Response**

#### **142.4 CAN Newsletter 25/10**

#### **142.5 Freedom of Information: Waste Management and Response**

#### **142.6 NHS Stakeholder Newsletter 14/10,**

#### **142.7 NALC Newsletter October 2024**

#### **142.8 Northumberland Coast National Landscape Partnership Meeting Agenda**

#### **142.9 To note Police and Emergency Services Community Engagement Day 5 November 2024**

All comms noted enbloc.

### **143. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:**

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

**143.1 To receive the notes of the meeting with Coquet Medical Group 1 October 2024**

**143.2 To note Chairs Invitation to Christmas Fair Day on 28 November - County Hall, Morpeth**

**143.3 To note the Local Government Services Pay Agreement 2024/2025**

**143.4 To receive notes of the meeting with JCSC 11 October 2024**

**143.5 To note October 2024 Roundup**

**143.6 To note the TPO area for Robsons Way**

**143.7 To receive notes of the joint officer meeting with NCC 28 October 2024**

**143.8 To receive notes of the meeting with Labour MP David Smith 18 October 2024**

**143.9 To receive notes of the meeting with Northumbria Police 22 October 2024**

**143.10 To receive notes of the meeting with Robin McCartney 22 October 2024**

**143.11 To receive the notes of the Partnership Meeting with NCC 9 October 2024**

**143.12 To note NCC response re Parking Concerns and additional signage request on Acklington Street, Gloster Park and Bisley Road.**

**143.13 To note Events Committee Calendar Competition**

All information items noted on bloc.

### **144. DATE & TIME OF NEXT MEETING:**

**144.1 12 December 2024 Amble Town Council Offices, Fourways2 at 6p.m.**

### **145. DATES FOR DIARIES**

**19 November 2024 – Community Hub Public Consultation – 12noon – 6.00pm**

**21 November 2024 – IT / Email provision with NCC – 1pm**

**25 November 2024 – Staff Training – 11 – 12.30**

**27 November 2024 – NCC Partnership Meeting – 10.30**

**28 November 2024 – Amenities Committee – 6.00pm**

**12 December 2024 – Full Council – 6.00pm**

**13 December 2024 – Chairs Reception**

**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**

#### **146. EXEMPT REPORT**

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

The contents of the exempt report were noted.

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

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

**Amble Development Trust**

Cllr Weir to forward the relevant updates.

### **148. AGENDA ITEMS**

**148.1 To discuss staff leaving arrangements and presentation**

It was agreed to use the loyalty fund to purchase a leaving present for retirement of staff.

**Standing Orders suspended due to 9pm restriction.**

**148.2 To receive an update from Hay and Kilner if available**

No update available. Clerk to contact.

### **149. INFORMATION ITEMS**

**149.1 To receive the notes of the meeting with Tony Winder 10 October 2024**

Noted.

The meeting closed at 21:05