

## Clerks Report- March 2025

### **212. BUSINESS REQUIRED BY STATUTE**

#### **212.1.1 To receive an update on Councillor Vacancies**

Co-Option Central Ward declined due to a change in circumstances. There remains one vacancy within Central Ward however as this is within 6 months of the election, the Town Council does not have to co-opt if it chooses not to do so.

### **214. MINUTES: TOWN COUNCIL**

#### **214.1: To consider the minutes of the meeting held on 13 February 2025 items 190 – 210.1**

Members to approve the minutes

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

#### **215.1 Clerks Report**

Members to accept the report.

### **220. FINANCIAL REPORT:**

#### **220.1 To consider voucher numbers 278 – 295 for payment and 70 - 74 for receipt.**

Members to approve the transactions

#### **220.2 Bank Reconciliation**

Members to approve

#### **220.3 Year to date figures**

Members to note

#### **220.4 Grant Requests**

None

#### **220.5 To receive additional costs / options available of IT SLA with NCC; to discuss and agree detail of same.**

Additional costs have been received. Office requirements:

SLA will be £6084 and on top of that we need:

LAPTOPS 2x £627.67= £1255.34

DESKTOPS 3x£552.62= £1657.86

MONITORS 3x227= £681

BASIC TABLETS 9x £167.75= £1509.75

TOTAL £11,187.95

To that we need to add the Annual Software Costs:

Anti-virus 14 (3 desktops, 2 laptops, 9 tablets) x £42.24

total: £591.36

Plus Intune 9 tablets x £22.18

Total: £199.62

FIRST YEAR TOTAL: £11,187.95 + £591.36 + £199.62:

£11,978.93

FOLLOWING YEAR: £6084.00 + £591.36 +£199.62

6874.98

Annual cover for laptops and desktops (2 x £209.22 + 3x £184.21= £971.07)

then FIRST YEAR= **£12,810.50**

NEXT YEARS= **£7846.05**

#### **220.6 To note appointment of 2025-2026 Internal Auditor**

Claire Miller has been appointed to Internal Auditor for 2025-2026

### **221.AMENITIES MANAGEMENT COMMITTEE:**

#### **221.1 To receive an update on bus shelter installation on Percy Drive**

This matter is still being perused with the planning department who appear to have agreed to discharge the condition without considering the bus shelters. Updates have been requested.

**221.2 To receive an update on west cemetery maintenance work**

The item under discussion is to replace the sunken drain as other works have been approved during the amenities committee – see attached list of works

**221.3 To receive an update on the Radcliffe memorial stone plaque if available**

Costs have been requested.

**221.4 To consider offer from WHC for a seat, location tbc, possibly The Braid.**

Warkworth PC has also been offered a seat and are discussing this at their meeting tonight (6th of March) and will put forward our suggested locations.

ATC to discuss whether to accept the offer and if so agree location.

**222: PLANNING COMMITTEE**

**222.1 To note February 2025 planning update**

Members to note

**222.2 To note the information on Signal Cottage and receive an update from Strategic Estates if available**

Strategic Estates are to be contacted and reminded that the dunes where Signal Cottage once was are part of the SSSI Northumberland shore.

**222.3 To note works on land opposite Amble Inn (clearance of site for surveys)**

Members to note.

**222.4 To note response from JCSC developers regarding crossing points**

Developer has confirmed that the timber fence highlighted on the construction management plan is a temporary measure and will be in place through the construction phase only.

In terms of deliveries, all delivery vehicles will be required to book an allocated time slot 24-48 hours prior to their arrival. This measure is to minimise the risk of congestion on site and local highways. Any vehicles that arrive without prior appointment will not be permitted to enter the site. The secondary site delivery point is for emergency vehicles, and it's not intended that this gate will be used as a matter of course due to the close proximity of the adjacent schools. Unfortunately, due to the constraint nature of the site, we are unable to allow vehicles any deeper into the site. Therefore, as detailed in the construction management plan, if any delivery vehicles arrive early, they will be requested to park and wait in the industrial estate behind The Amble Inn until their allocated arrival time. Location of temporary fence tbc and further info on the bus shelter area has been asked for.

**223. AGENDA ITEMS:**

**223.1 To receive an update on the Amble Toilet refurbishment if available**

There has been no further update from NCC directly.

**223.2 To receive an update on the banking hub at NTC if available**

A banking hub was being considered to be based temporarily on the NTC site. No further details about this are yet known.

**223.3 To seek retrospective approval for the Newspaper**

Members to agree.

**223.4 To approve response to Advance Northumberland regarding land at Hollywell Crescent**

Advance Northumberland asked Council whether they wanted to consider taking responsibility for the disused land behind Hollywell Crescent. The Town Council has declined but did state that it hoped the land would be utilised if possible for smaller properties.

**223.5 To discuss plans for VE/VJ Day**

Members to consider whether they would like to plan any events for this years 80<sup>th</sup> Anniversary of VE/VJ day.

**223.6 To receive an update on the 100 years commemoration event and road closure response**

Members to note a slight reduction in road closure costs due to the smaller area of Wellwood Street. Band master has walked the route and foresees no problems. Invitations to invited guests are being printed and will be sent out mid- month. All organisations and schools have been informed about the Memory Box contributions. Cllr Weir is sourcing roses for the designated bed which will be prepared later this month.

**223.7 To note disclaimer sent to Christmas Lights Committee and response if available**

A disclaimer for damage has been sent to the committee for consideration.

**223.8 To agree 2025-26 Memorial Gardens contract and agree the proposed increase of 3%**

New contract works have been agreed for the Memorial Gardens work for 2025. Members to agree the contract price which includes a 3% increase on last year's contract - £3500.

**223.9 To note the information on the culvert from ESH.**

A re- route of the culvert has been provided. Members to consider the new route and determine whether to approve the works. A number of queries have been submitted for clarification.

**223.10 To receive an update on the CCTV**

The CCTV signal is as stable as it can be however the system is still experiencing intermittent faults. It is a major project to redesign the entire signal system and will be very costly. There are no costs available currently.

**223.11 To note Chairs attendance at Annual Charity Event 4<sup>th</sup> April 2025, £40**

To note.

**223.12 To consider contribution to North East England Field of Remembrance, Saltwell Park. Gateshead**

Members to consider whether they would like to take part in this.

The maximum size would be 3 feet by 2 feet or 3 feet diameter. The types of materials used are down to the maker. The name of the village/town/ organisation or individual should be displayed on the display. It is the 80th anniversary of both VE and VJ Day this year. It can however represent something of the village/town/ organisation or individual linking them to Remembrance

**223.13 To note update from insurance re Percy Drive fence**

The insurers have confirmed they have been able to seek costs from the other party and will be refunding the excess of our claim.

**223.14 To receive an update on memorial rose garden and plaque**

Cllr Weir has made contact with a representative of Alnwick Garden.

It is expected that should members so decide, there will only be one rose bed with the other having perennials added.

Around 42 roses in total would be required, 18 for the smaller bed and 24 for the larger. Costs tbc. A peat free organic matter compost is needed for mulching around the roses, approx. £40.

**223.15 To discuss request from Events Committee regarding TC bunting**

The events committee have asked whether the Town Council intends to erect bunting for the 100 years commemoration event and if so, will it be left up for the Puffin Festival.

**223.16 JCSC careers fair & work experience requests**

Members to note the event on 26 March, 9.15- 3.15pm.

Members to determine whether to attend and also whether to offer a work placement

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

**224.1 To note consultation for removal of footpath at Andrew Drive**

No objection and therefore no response required

**224.2 To note response sent to Open Spaces consultation**

To note

**224.3 To note continued contact from resident regarding private property**

To note

**224.4 To note National Landscape Partnership meeting and event at Fenham Farm**

To note. Cllrs Morrison and Rackham to attend.

**224.5 Northumbria connected 26/02, 02/03,**

To note.

**224.6 To note request alleyway opposite Tesco be added to the LTP**

This to be considered alongside other requests such as Lindisfarne Road yellow lines.

**224.7 Resident concerns re Rights of Way**

To discuss possible actions regarding concerns received about the litter, dog faeces and anti-social behaviour along the Right of Way to Hauxley.

**225. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:**

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

**225.1 The nature of the Northumberland Coast: people and place, Invitation 1 April 2025**

**225.2 To note changes to Barclays bank accounts**

**225.3 To note Chairmans attendance at Kings Garden Party**

**225.4 To note Councils response to MP re AI Consultation**

**225.5 Notes of meeting with JCSC 7 February 2025**

**225.6 Notes of meeting with David Barnes 25 February 2025**

**225.7 Notes of NCC Partnership Meeting 5 February 2025**

**225.8 Notes of meeting with Pre-Employment Training Opportunities Northumbria Training if available**

To note.