

# **Clerks Report – April 2025**

## **241. FINANCIAL REPORT:**

### **241.1 To consider voucher numbers 296 - 343 for payment and 75-79 for receipt.**

- **To note income from estate of former Councillor John Michael Hedley**

Members to approve payments and receipts. A receipt of £55.76 was received from the estate of John Michael Hedley to be noted.

### **241.2 Bank Reconciliation**

Members to note

### **241.3 Year to date figures**

Members to note

### **241.4 Grant Requests**

- **England Schools Cross Country Finals to agree retrospective approval for £230 contribution**

Members are asked to agree retrospective approval for accommodation costs for two students from JCSC to attend the Cross Country Finals.

- **Roger Hearing Necklaces – NTC - £570**

Members are asked to agree to the donation to NTC.

- **Amble Cancer Group £300**

Members are asked to consider, however no balance sheet has been provided.

### **241.5 To agree financial signatories for Town Council accounts**

From May 2025, Council requires additional signatories to be set up on the account with Barclays. This is a notoriously long process however legally is required for payments to run smoothly.

### **241.6 To discuss additional bank accounts due to FSCS constraints**

Members to consider additional bank accounts to spread the finances in order to be covered under the FSCS. CCLA are now covered under the FSCS however are rated AAmmf rating with Fitch credit rating agency (the highest possible rating).

### **241.7 To note updated NALC Model Financial Regulations updated March 2025**

Members to note. A policy has been drafted to incorporate the update.

## **242.AMENITIES MANAGEMENT COMMITTEE:**

### **242.1 To receive the Amenities Committee minutes from 28 March 2025**

Members to note the minutes

### **242.2 To receive an update with regards to tree planting on George Street**

More detail please- are there trees planted/ being planted there? This idea was put forward years ago and declined for various reasons

Neighbourhood Services are unaware of any agreement with tree planting as this would be something agreed with planning. Clerk to liaise with planning.

Neighbourhood services are aware that some properties at the back of George Street mow the land at the back.

### **242.3 To note receipt of Chatty Bench and agreed locations**

Once agreement has been sought by NCC, Warkworth Parish Council have agreed that we can install a Chatty Bench on The Braid overlooking the marina.

### **242.4 To note West Cemetery fountain maintenance and switch on**

Members to note.

**242.5 To note repair to Paddlers Park Water Feature**

Members to note.

**242.6 To note damage to water pipe and its repair at West Allotments**

The pipe in the raised beds was damaged due to a broken shed. ESH were asked to investigate the leak and remedied the problem. AAHS have been informed.

**243: PLANNING COMMITTEE**

**243.1 To note the planning update for March 2025**

Members to note

**244. AGENDA ITEMS:**

**244.1 2025-2026 Grave Digging Contract**

The new grave Digging contract started 1 April 2025. The contractor has confirmed there is no increase in costs for 25/26.

**244.2 To agree amendments to Absence Management Policy**

Members to review and consider the amendments and if agreed, approve the policy for formal adoption at AGM

**244.3 To agree amendments to Commemorative Seat and Plaque Policy**

Members to review and consider the amendments and if agreed, approve the policy for formal adoption at AGM

**244.4 To review and approve Data Protection Risk Assessment**

Members to review and approve

**244.5 To review and approve Draft Risk Management Scheme**

Members to review and approve

**244.6 To review and approve Acceptable Use Policy**

Members to review and approve

**244.7 To review and approve amendments to Permission to erect a memorial form**

Members to review and approve

**244.8 To review and approve Annual Risk Assessment**

Members to review and approve

**244.9 To review and approve Annual Asset Risk Assessment and checklist**

Members to review and approve

**244.10 To review and approve the 2024-2025 Asset Register**

Members to review and approve

**244.11 To review and approve Unpaid and Compassionate Leave policy**

Members to review and approve

**244.12 To agree date for Annual Parish Meeting between 1 March and 1 June.**

Members to discuss and agree date

**244.13 To agree May date for visit to Barndale by The Sea School**

Members to discuss and agree date

**244.14 To discuss letter of support for Bathing Status Application**

Members to discuss whether to provide a letter of support to CRAG for their Bathing Status application, which would help to bring the Little Shore into line with Warkworth and Druridge Bay that are regularly tested for their SSSi status.

**244.15 To discuss lack of selection of library books at Amble Library**

Members to discuss what action to take given the reported lack of selection of books at Amble Library.

**244.16 To discuss the installation of Tommy and whether Town Council insurance can cover**

Currently insurers are asking for a reinstatement value before it can be added to our policy. Clerk is currently in discussions to determine that we do not want the installation insured rather that we need to ensure any damage by the installation is covered within our policy.

**244.17 To consider and agree quotation for CCTV works**

A quotation of £7488.15 plus VAT has been received for works required to stabilise the CCTV network and system. A network proposal report has been circulated with agenda papers and Members are advised to review this before making a decision. The contractor is happy to meet to discuss further prior to make a decision if that would be helpful.

**244.18 To note election polling card location error re “Radcliffe Estate”**

Some residents in the East Ward with postal votes have received their polling card with the fictitious location stating “Radcliffe estate”. Queries have been made and this is said to be required by royal mail, however answers are still being sought as the “Radcliffe Estate” does not exist.

**244.19 To note the response from David Smith MP re AI consultation**

Members to note

**244.20 To receive an update on Amble Toilet Refurbishment**

Temporary toilets have been placed on the Harbour due to the deterioration of the current toilets there. It is expected that contractors will be on site in July and work will last into the summer. There will be temporary toilets at both sites while the work is taking place.

**244.21 To receive an update on the provision of IT Software and Hardware**

The SLA with NCC for the IT provision commences on 1 April 2025. The previous supplier has been notified and agreed Council could terminate with immediate effect. NCC have been made aware of this and agreed to cover ATC straight away.

**244.22 To note final culvert route and start date for works**

Members have been provided with the final map drawing of the agreed culvert route. Works started on site on 31 March 2025 and is expected to take 5.5 weeks.

**244.23 To note completion of End of Grant report for Neighbourhood Plan**

Members to note

**244.24 To note agreement to HUSK street naming consultation**

Members to note

**244.25 To note Chairmans invite to RAF Boulmer Spring Reception 14 May 2025**

Members to note

**244.26 To note office sliding door repair**

The sliding door has been repaired. There has been no invoice submitted for payment at the moment.

**244.27 Update for Centenary:**

Formal invitations have been sent out and all other arrangements are in place. The unveiling ‘material’ project is progressing and it is hoped a trial run can take place on Thursday 8<sup>th</sup> May. Amble Lifeboat Fundraisers have agreed to assist with the reception and members are asked to consider a donation of £50 to the fund and/or allowing donation boxes at the reception.

[This sum has already been agreed in consideration of NTC’s agreement for use of their car park.] Members are asked to state their availability for Friday 9<sup>th</sup> May to facilitate the setting up for the reception- hopefully in the afternoon.

**244.28 To consider request to Northumbria Water re sewage odour on Leazes Street**

Members are asked to consider writing to Northumbria Water with regards to the sewage odour on Leazes Street.

**244.28 To consider request to write to Harbour Commissioner re land behind Broomhill Street**

Members to consider to write with regards to clearing up of this area.

**244.29 To approve the draft Newspaper deadline 11 April 2025**

Members to consider the content and approve.

**245. COMMUNICATIONS: RECOMMENDATION - *That the Council note or discuss where***

***necessary the items.***

**245.1 ASB issues and joint working with Hauxley Parish Council**

HPC were invited to attend the police meeting to discuss ASB issues along the right of way from Amble and also speeding on Links Road down through Hauxley. Northumbria Police are aware of the issues.

**245.2 To note resident continued correspondence**

Members to note.

**245.3 CAN Newsletter**

To note.

**245.4 Community Conversation, Supporting Nature in our Green Spaces 244.17 Consultation, deadline 21 April 2025**

Members to review the consultation and take part if they wish. This is a survey that can be completed on behalf of an individual rather than requiring a Council response.

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

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

**246.1 Acklington Neighbourhood Plan**

**246.2 To note the response to the SLCC Allotment Survey**

**246.3 To note update with Coble Quay walkway**

**246.4 To note update on Amble First School**

**246.5 To note banking hub update if available**

**246.6 Meeting notes of culvert site meeting 13 March 2025**

**246.7 Notes of meeting with Northumbria Training 4 March 2025**

**246.8 Notes of meeting with Robin McCartney 11 March 2025**

**246.9 Notes of meeting with Northumbria Police 26 March 2025**

Members to note.

**247. DATE & TIME OF NEXT MEETING:**

247.1 15 May 2025\*, Amble Town Council Offices, Fourways2 at 6p.m.

\*Note – agreed to be out of sequence due to elections and centenary event