

## **June 2025 – Clerks Report**

### **31.APOLOGIES**

None received to date

### **32. 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 declare as and when they arise on the agenda

### **33. MINUTES: TOWN COUNCIL**

**33.1: To consider the minutes of the meeting held on 15 May 2025, items 1 to 30.2**

Members to review and agree minutes as a true record of meeting.

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

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

**34.1 Clerks Report attached**

Members to note.

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

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

**35.1: Chairman**

Update to be provided by Cllr Parks

**35.2: Vice Chairman**

Update to be provided by Cllr Bewley

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

**36.1 To receive report update from Steering Group and Sub Committees if available**

**Update to be provided by Chair of Neighbourhood Plan Steering Group**

The Locality Funding has not been released yet. The Steering Group are to ask the Town Council to, in principle, provide funding to cover this. The finance committee will be looking at budget and will come back to the July Full Council with more detail.

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

**37.1: To receive a report from County Councillor Hume**

Members to note the report

**37.2: To receive a report from County Councillor Davidson**

Members to note the report

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

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

Members to update

### **39. FINANCIAL REPORT:**

**39.1 To consider voucher numbers 25 - 62 for payment and 12 -14 for receipt.**

Members to review the payments and receipt list and approve.

### **39.2 Bank Reconciliation**

Members to review the and accept the bank reconciliation

### **39.3 Year to date figures**

Members to review and note the current position

### **39.4 Grant Requests**

- **Amble Links First School**

Members to consider the grant request and consider the guidelines within the policy for supporting this request. A proposer and seconder will be needed.

- **The Colony Music Festival**

The Colony Music Festival are requesting £1000 for PA / Sound equipment.

Members to discuss. A proposer and seconder will be needed.

- **Escape Family Support**

Escape Family Support are asking for a donation of £250. Members to review the content of their application. A proposer and seconder will be needed.

- **Hospice Care North Northumberland**

Hospice Care North Northumberland has requested a donation of £2000. They are already listed on the Councils list of requested donations whereby it was agreed to support with £55 unless Members would like to consider an alternative amount. A proposer and seconder will be needed.

### **39.5 To consider amendments to the Grant Policy**

Members to consider an amendment to the Grant Policy which would expand the Councils ability to support where necessary.

Proposal amendment:

1. Requests for under £160 may be used for Revenue or Capital funding
  2. Requests for amounts in excess of £160 will normally be for Capital funding
    1. Capital expenses are deemed as things which are likely to be of a longer lasting item such as a new computer, equipment etc
    2. Revenue strictly means anything of an annual or shorter term basis
  3. Capital items and Revenue items which are not part of annual/ongoing running costs but are to support educational / artistic / recreational aspirations can be considered
- Members to consider amendment and agree or otherwise.

## **40.AMENITIES MANAGEMENT COMMITTEE:**

### **40.1 To receive the Amenities Committee Minutes 29 May 2025**

Members to note the minutes of the Amenities Committee

### **40.2 To discuss installing QR codes upon all memorials and town signage**

This has been suggested as a Town Project. Members to consider, however as there is no budget for this in 25-26, it would need to be considered for the next financial year. Currently there are no details on anticipated costs.

### **40.3 To discuss water meter issues at Paddlers Park and determine a way forward**

Meter readings are as follows:

2 April – 0388

2 May – 4027

2 June – 4142

There was a large increase between April and May however this was the Easter holidays. I would suggest keeping this under review for the next couple of months to ascertain whether the increase is because of the holiday period or because of a leak. Some time ago Council asked a contractor about the possibility to provide a water meter closer to the water feature so that this could be better managed however this has not yet been achieved. Permission would likely be needed from NCC as landowner and Northumbria Water. Recent contact

with the contractor has been made to reestablish what is required however no response received as of yet.

**40.4 To agree alternative location for Chatty Bench on land behind horseshoe hill**

Members are asked to consider a new location for the Chatty Bench. It was suggested on the land behind Horsehill Hill however NCC have confirmed the lay of the land is not suitable for a base. Alternative suggestion is on the links, at the top of Paddlers Park, see attached picture.

**40.5 To note outcome of shutter service and agree retrospective approval for remedial repairs required at a cost of £600 plus VAT**

Authorised under Clerks powers - Members to agree.

**40.6 To agree retrospective approval for replacement of mesh panels to High Street Bus Shelter at a cost of £1098.66 plus vat**

Members to note and agree as per agreement at last Full Council.

**40.7 To receive and discuss quotations for laying down of x3 large memorials in East Cemetery. Quotation 1 £480, Quotation 2 £739.69.**

Members to consider both quotations.

Quotation 1 is from generic maintenance contractor.

Quotation 2 is from specialist stone mason contractor.

Members to be mindful that these three memorials within the East Cemetery are very large and need handled with appropriate care and expertise.

**40.8 Amble Toilet Refurbishment and temporary toilet update**

The tender is going out mid July, with works to be started at the beginning of August. The works will be done at the same time. Members to consider asking WHC to open their building to use the accessibility toilet.

**40.9 Dilston Terrace King Cypher flower bed**

NCC are asking for ideas for the Kings Cypher bed as the current arrangement is not working.

**41: PLANNING COMMITTEE**

**41.1 To note the planning update for May 2025 – to follow**

Members to note

**41.2 To note letter and comments sent to Planning re development Land South And South East Of James Calvert Spence College Acklington Road, and agreed entrance / exit on B6345**

Members to note

**42. AGENDA ITEMS:**

**42.1 To agree completion of Councillor skills audit**

As a new Council it has been suggested that a skills audit be carried out to get to know what experience Members have so that expertise can be directed an appropriate areas. Members to consider the best way to do this.

**42.2 To discuss preparation of 4 year council plan**

It has been suggested that Council should develop and work towards producing a 4 year plan. The plan would include objectives that would be shared with residents and help with public perception. Members to consider priorities for the plan. A proposer for the creation of a plan is needed plus second.

**42.3 To agree working party to focus on policies, grants and parking / traffic, to agree membership of working parties and remit.**

It has been suggested that a working party be set up to streamline policies and create a staff handbook for personnel policies. Working groups are those set up for short term purposes.

They are not bound by the formality of Council meetings, and do not have to be open to the public. Members to agree who will sit on the working party and agree remit.

It has been suggested that a working party is needed to discuss parking and traffic. Members to consider whether Council requires this working party, agree attendance and remit.

#### **42.4 To review Social Media Policy**

A review of the social media policy is suggested given that some Cllrs have social media pages. The policy also needs to reflect the Councils use of social media for advertising and promotion of Council business and activities.

#### **42.5 To discuss and agree supporting in principle, Amble Development Trust in exploring the retaining of the JCSC Sports Hall**

Amble Development Trust have asked the Town Council to support them in exploring the viability of the JCSC Sports Hall being retained and managed independently from the new school. The request is to simply support. There is no financial implication for the Council. The Council is not being asked to contribute to any finance. During the last meeting, the Council requested additional information in order to make an informed decision. On contacting various officers at NCC this information has not been forthcoming. Members to note item 44.4 in conjunction with this.

#### **42.6 To consider and agree submission of FOI / SAR to NCC for data relating to the JCSC planning application.**

It has been suggested to submit an FOI to NCC re data relating to JCSC however Members may like to consider giving NCC time to respond to our letter before submitting an FOI which may ultimately delay provision of this information.

#### **42.7 To discuss plans for Meet Your Councillors event**

It has been suggested that as we have a new Council that it would be worthwhile holding a drop in event to Meet Your Councillor. Members to discuss arrangement of this, agree a date and venue and agree advertising and publicity.

#### **42.8 To discuss ongoing issues with Hauxley Grange POS and agree writing to developer**

Concerns have been raised continuously regarding the condition of Percy Drive and Hauxley Grange. The surface of the road is uneven, there is a lack of road markings, lighting, and machinery is not being cleaned off prior to exiting the site. There are significant issues with the public areas. Works to SUDS are not complete and in a dangerous condition, no landscaping works are as the specification and no maintenance is currently taking place. It is known that David Smith MP is due to meet with Persimmon next week. This item to be considered in conjunction with item 44.2

#### **42.9 To discuss possibility of St Cuthbert Parish Hall becoming a community building**

It has been suggested that St Cuthberts Church is looking to dispose of the Parish Hall. Members to consider viability of use of community building.

#### **42.10 To discuss proposals for the 2025 Chairmans Reception including format, entertainment and budget**

The Chairman would like to consider changing the arrangements for the Chairs Reception. The Chair is suggesting it becomes a paid ticketing event, with proceeds going to the nominated charity, entertainment budget also considered. Members to discuss however as the budget has already been set for this year, any significant budget increase will need to be considered for 26-27.

#### **42.11 To discuss whether Council would like have a VJ Day event**

Members to consider whether they would like to have an event to mark VJ day on 15 August 2025. If so, a proposer and seconder is needed and Members are asked to be mindful on the short time frame and staff workload.

#### **42.12 To discuss concerns raised re access to outdoor spaces at King Edwin Primary School**

Council has been made aware of the issues with the outdoor space at King Edwin Primary School. A meeting has been held with County Councillors and a letter proposed to be sent

to NCC to query why the contractor has not been held accountable for this and what plans are in place to rectify these issues so that students can access their own school field. See Item 44.3

**42.13 To discuss creation of an area of reflection at Amble West Cemetery**

An area of reflection has been suggested to be created in front of the mortuary building at Amble West Cemetery. As there is n budget for this if agreed, this would need to be considered as a project for 26-27, subject to the work required and costs of those works. If it is the expectation for NCC to maintain this this will need to be added to the SLA.

**42.14 To discuss and agree necessary repair to Acklington Road, Paddlers Park and Leazes Street Coal Trucks**

The wood in all planters is splitting. Consideration to be given to remedial works and perhaps metal liners.

**42.15 To discuss additional funding request from Amble Events Committee**

The Events Committee have requested an additional £600 to cover the first aid for the Puffin Festival and Christmas Lights procession.

There is already £2000 allocated on request to the events committee for Puffin Festival leaflets and one road closure for the Xmas parade. Members to discuss and if agreed, to determine where the additional monies are coming from. A proposer and seconder is needed.

**42.16 To consider collation of historical District Council land not transferred to NCC land ownership**

It has been suggested that all ADC land that is denied responsibility by NCC should be collated and highlighted to NCC.

This work has already been done by the previous Council. Members have been provided with this information collated to date. Members to discuss.

**42.17 To agree adult and junior civic award winners**

Members to agree who they wish to nominate for both categories. Proposer and seconder required.

**42.18 To agree July 2025 Newspaper for The Ambler**

Members to agree content of newspaper.

**42.19 To note concern re gas leak and consider letter to British Gas**

Members to consider letter to British Gas after numerous residents have experienced gas leaks within the same street. Proposer and seconder required.

**42.20 To receive an update Amble West Cemetery and to discuss proposal to retain wildflower area at Amble West Cemetery**

Members to receive an update on the outcome of the complaint re Amble West Cemetery. Current arrangements are that the grassed areas in the town and the cemetery are cut twice a week from April to October and the wildflowers at the Section A are left until the end of May before this area is strimmed. Members to update after further discussions with NCC. The complainant has been communicated with.

**42.21 To review Restricted Contact arrangements**

Members to consider current arrangements and agree future restrictions if necessary.

**42.22 To note Amble Library new opening and closing times; to consider a letter to NCC regarding a lack of consultation on these; to consider Library campaign**

Members to consider a letter to NCC to express concerns regarding a reduction in service at Amble Library and lack of accessible information. Members to consider a public campaign to increase usage at the library to demonstrate that the need is there. Proposer and seconder needed. Councillor to be agreed to lead on this.

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

**43.1 Chairs invite to Amble Links Primary School Art Exhibition**

Members to note invitation to Chair.

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

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

**44.1 To note letter sent to County Cllrs re Pelican Crossing on The Wynd**

**44.2 To note letter sent to David Smith MP re Persimmons and Percy Drive**

**44.3 To note letter to NCC re concerns regarding education refurbishments and new builds.**

**44.4 To note letter to NCC re further information on JCSC Sports Hall**

**44.5 To note concerns re phone network outage and letter to NCC**

**44.6 To note CAN Newsletter 16/05,**

Members to note enbloc

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

**45.1 10 July 2025, Amble Town Council Offices, Fourways2 at 6p.m.**

**46. DATES FOR DIARIES**

**9 June 2025, Highways Infrastructure Manager, Robin McCartney, 10am**

**13 June 2025, JCSC, 10.30am**

**25 June 2025, Estate Walkabout, 10am**

**11 July 2025, Young Citizen of the Year Award**