

## Clerk Report July 2025

### **51.APOLOGIES**

None

### **52. 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

### **53. Point of Order Clarification**

#### **53.1 Process of Co-Option Appointment**

It has been suggested that inconsistent procedures were followed during previous co-option.

Members are reminded of the following procedure in the Co-Option Policy:

*At the appropriate business item Councillors will proceed direct to voting unless a candidate has elected to speak or they wish to ask questions taken from Appendix 3 of a candidate(s).*

*Voting will be according to statutory requirements, in that the successful candidate must receive a majority vote of those present and voting.*

- If there are more than two candidates for one vacancy and no one of them at the first count receives a majority over the aggregate votes given to the rest, the candidate with the least number of votes will be removed from consideration and the remainder will then be put to the vote again.*
- The process will, if necessary, be repeated until a majority is obtained.*
- This process will be followed separately for each individual vacancy for which co-option is under consideration.*
- If no candidate secures an absolute majority of votes cast for an individual vacancy, then that vacancy remains unfilled (e.g. 9 councillors are present and 5 abstain from voting then there is no absolute majority).*

*In the case of an equality of votes, the Chairman of the meeting has a second or casting vote.*

*Candidates will be asked to vacate the room whilst Councillors vote by anonymous paper ballot.*

*After the vote has been concluded, the candidates will be invited to return and the Chairman will declare the successful candidate(s) duly elected.*

### **53. MINUTES: TOWN COUNCIL**

#### **53.1: To consider the minutes of the meeting held on 12 June 2025, items 31 – 50.1**

Members to review and approve

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

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

54.1 Clerks Report attached

***Members are asked to show their agreement***

**55. CHAIRMAN’S COMMUNICATIONS and REPORT:**

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

**55.1: Chairman**

Cllr Parks to provide a report

**55.2: Vice Chairman**

Cllr Bewley to provide a report

***Members are asked to note the reports***

**56: Update from Neighbourhood Development Steering Group**

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

Members to note the report.

**57. REPORTS FROM COUNTY COUNCILLORS:**

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

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

Members to note the report with an opportunity for questions available.

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

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

No reports submitted.

**59. FINANCIAL REPORT:**

**59.1 To consider voucher numbers 63 - 95 for payment and 15 - 17 for receipt.**

Members to review and approve

**59.2 Bank Reconciliation**

Members to accept bank reconciliation as at 30 June 2025

**59.3 Year to date figures**

Members to note

**59.4 Grant Requests**

- **Amble Links First School**

As requested, Amble Links First School have provided a figure of £500 donation request to school trip activity (theatre)

- **Hospice Care North Northumberland**

Deferred from June 2025 meeting. Members to reconsider.

**60.AMENITIES MANAGEMENT COMMITTEE:**

**60.1 To consider and agree memorial photograph**

Members to discuss approval of art work for memorial

**60.2 To consider quotation for works to Church Street Bus Shelter roof**

Council has been waiting some time for funding from the Bus Shelter Improvement

Fund in order to repair the bus shelter roof. This is now becoming time critical, and members are asked to consider repairing this sooner.

## **61: PLANNING COMMITTEE**

### **61.1 To note the planning update for June 2025 to follow**

Members to note.

### **61.2 To discuss & agree arrangements re. ATC representation at Local Area committee re. JCSC plans**

Members to discuss and agree representation and Council statement.

## **62. AGENDA ITEMS:**

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

Deferred from June 2025.

Members to discuss suggestion from Cllr Rackham.

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

Council to receive an update on plans for this years Chairs reception. Staff to be supported implementing any changes agreed.

### **62.3 To discuss arrangements for VJ Day event**

An update to be received from Cllr Bewley regarding Coquet Churches Together service for VJ Day. A date for plating the VJ bed is yet to be agreed.

### **62.4 To agree Council response to David Smith MP consultation SEND North Northumberland Action Network survey.**

Members to consider a Council response. Members can also answer this survey as an individual if they wish.

### **62.5 To discuss how the Town Council can work to build an anti-racist and xenophobia free community**

Cllr Dawson to lead.

### **62.6 To discuss and agree response to Street Naming Consultation for HUSK developments.**

Members to consider the suggestions and agree or otherwise.

### **62.7 To agree NALC Councillor Training for all Members of ATC at a cost of £100**

NALC have offered Cllr training for all Cllrs at a cost of £100. Members are advised to take NALC up on this offer.

### **62.8 To discuss and agree offer of honorary membership of RAW for the 2025/6 Rotary year to Cllr Ian Parks.**

Members to discuss and agree.

### **62.9 To discuss provision of Asset Watch deployable camera and potential site visit to their HQ.**

Arising from the Estate Walkabout, Housing Services have suggested a deployable camera may be suitable for some areas and a visit to Asset Watch. Previously, Asset Watch have been asked for costs however this was for a whole system coverage. Members to discuss whether they would like the single deployable camera investigated and whether they would like a visit to Asset Watch set up. Previous costs for this have been very high.

### **62.10 To vote on arrangements re. JCSC partnership meetings**

Members to discuss and agree representation on JCSC meetings.

### **62.11 To vote on adoption of Skills Audit & 4-year Plan**

Members to agree format & contents of circulated skills audit and 4-year plan prepared by working party

**62.12 To discuss & agree letter to NCC re. LCWIP Plans & Funding**

Members to agree a letter to Portfolio Holder Cllr. Richard Wearmouth & Head of NCC Place & Regeneration Directorate Simon Neilson re. Status of Amble's LCWIP active transport schemes through identified funding streams

**62.13 To discuss and agree costs for laying down x37 memorials plus topsoil at a cost of £1540**

The 37 memorials highlighted as being unsafe in the last inspection have not been made safe by owners and therefore need to be laid down. The cost is £40 per head stone plus one tonne of topsoil to back fill any cracks, total£ 1540. Members to discuss and agree.

**62.14 To consider suggestion from Events Committee for Town Council to purchase personalised gazebo**

The Events Committee have suggested the Town Council consider purchasing a gazebo with a personalised message "sponsored by Amble Town Council" No costs have been obtained and Council already has a gazebo available for hire.

**62.15 To receive an update on working parties:**

- **Grants**  
Update to be provided
- **Social Media and Communications**  
Update to be provided
- **Traffic and Parking**  
Update to be provided
- **Policy**  
Update to be provided
- **Area of Reflection Working Party**  
Update to be provided

**62.16 To receive an update on viability of JCSC sports hall if available**

To receive any further updated regarding the viability of the JCSC Sports Hall

**62.17 To receive an update and confirmation regarding Tynedale Play Area within NCC ownership**

This play area belongs to NCC and is on their map ownership. It was installed when the new estate was built. ATC were not consulted or asked to take on responsibility of the area which is in a state of disrepair. NCC Housing are keen to look at a joint project however this is not ATC land or responsibility. NCC did not arrange a maintenance plan prior to its installation. NCC have been contacted for an update.

**62.18 To receive an update on King Edwin Primary School and Barndale by the Sea School outdoor spaces, to note the remedial works arranged and the impact of this on the use of the playing fields**

During the summer holidays it is expected that the contractor will level the field and remove left over debris. In October the area will be grass seeded. This will leave the field out of operation for 9 months. Concerns about the impact on children have been raised with NCC in addition to concerns raised about contract accountability and management.

**62.19 To note the latest update on the toilet refurbishment and subsequent delays to the timeline for completion.**

There have been recent changes in NCC procurement processes to adapt to the new Procurement Act which came into force a few months ago and as a result of

those changes the NCC procurement team have not been able to get the tender out as quickly as they had planned.

They are currently aiming to publish the tender w/c 30 June then the timelines are likely to be returned by the end of July. Tender evaluation, contract award and contract mobilisation timeframes are likely to mean it will be towards the end of the school summer holidays before NCC are ready to start works.

**62.20 To receive an update on CCTV installation and remedial works**

Works are progressing well with an anticipated completion date of Friday 4th July. The following Wireless link have been replaced as of 2 July:

- Queen St Top
- Queen St Middle
- Tesco

The new installation is 90% complete at Evolution Flooring corner.

**62.21 To receive an update on the Amble Awards for 15 July 2025**

The Alnwick Garden judge has visited all shortlisted entries and will be providing winning details to Cllr Parks. Trophies have been ordered. Certificates are to be printed. Invites to be arranged. Members to confirm attendance.

**62.22 Memorial Tree on school site.**

Members to agree to write to school site regarding memorial tree planted some time ago. Cllrs Park and Rackham to lead.

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

**63.1 To note communications from Amble Development Trust regarding Persimmon signage erected without planning permission**

Members to note.

**63.2 To note communication from Amble Development Trust regarding King Edwin Primary playing fields, failure of planting strategy and impact on school children.**

Members to note.

**63.3 Resident communication regarding content and location of noticeboards and circulation of information**

Members to note. A response has been drafted.

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

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

**64.1 To receive notes of the meeting with JCSC 13 June 2025**

To note

**64.2 Notes of June Estate Walkabout**

To note inc actions arising.

**64.3 To note letter sent to NCC re Persimmon signage**

Members to note letter sent

**64.4 To note letter to NCC re King Edwin Primary failed planting strategy and concerns re contract management and accountability.**

Members to note letter sent.

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

**65.1 14 August 2025, Amble Town Council Offices, Fourways2 at 6p.m.**

**66. DATES FOR DIARIES**

11 July 2025, Young Citizen of the Year Award  
15 July 2025, Amble Awards, 6.00pm  
16 July 2025, Northumbria Police, 5.30pm  
14 August 2025, Full Council, 6.00pm

**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.