

Clerks Report – October 2025

115. BUSINESS REQUIRED BY STATUTE

115.1 To consider co-option applications received

Members to consider applications received.

Chair to lead.

116.APOLOGIES

To note

117. 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

For clarification, please refer to the relevant section in the Code of Conduct.

118. MINUTES: TOWN COUNCIL

118.1: To consider the minutes of the meeting held on 11 September 2025, items 91-114

Members to approve minutes of previous meeting for accuracy

119. CLERK'S REPORT:

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

119.1 Clerks Report attached

Members to note content of the report

120. CHAIRMAN'S COMMUNICATIONS and REPORT:

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

120.1: Chairman

To be presented by Cllr McTaggart

120.2: Vice Chairman

Apologies received

121: Update from Neighbourhood Development Steering Group

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

To be presented by Matthew Connolly

122. REPORTS FROM COUNTY COUNCILLORS:

122.1: To receive a report from County Councillor Hume

To be presented by Cllr Hume

122.2: To receive a report from County Councillor Davidson

To be presented by Cllr Davidson

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

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

Members to update as appropriate

124. FINANCIAL REPORT:

124.1 To consider voucher numbers 142 – 160 for payment and 28 - 33 for receipt.

Members to approve the payments and receipts

124.2 Bank Reconciliation

Members to note the bank reconciliation of all banks

124.3 Year to date figures

Members to consider the current financial position

124.4 Grant Requests

None

124.5 To receive the Annual Governance Statement 2024-25, Accounting Statement 2024-25 and External Auditor Report and Certificate 2024-25

Members to consider the concluded audit for 2024-2025.

Members to consider the feedback from the auditor in relation to “other matters”

Clerk to update

125.AMENITIES MANAGEMENT COMMITTEE:

125.1 Noticeboard Risk Assessment

Members were previously asked to conduct a risk assessment of current noticeboards as staff struggle to open them. This remains outstanding.

125.2 To discuss location of water meter and water meter readings for Paddlers Park

Previous investigations regarding the location of the current water meter at Bay View resulted in a request to move the water meter closer to the water feature.

Contractors had been engaged but this has stalled due to a lack of responses on the matter.

Meter readings are collected every month by NCC as Council is often querying the water payments with the provider.

125.3 To note agreed repair to East Cemetery wall using lime mortar at a cost of £280

Members to note.

126: PLANNING COMMITTEE

126.1 To note the Planning outcomes for October 2025

Members to note.

127. AGENDA ITEMS:

127.1 To receive an update on the Amble Development Trust Community Asset Transfer for the JCSC Sports Hall and discuss advice from Clerk regarding Town Council Support

An update from Sports Hall Steering Group representatives to be provided.

Clerk advised that before any additional support can be considered, specifically financial support, that Members have sight of the full business plan and building

condition data as well as details of other sustainable revenue. A formal request of support will be required from Amble Development Trust which outlines what the Town Council is being asked for and why. Clerk to develop a report to objectively look at the detail of the transfer to determine whether a financial contribution from the Town Council is good use of tax payers funds, the report will also include details on whether the Town Council has the budget available for a financial contribution and what any future impact will be on precepts and whether the Town Council feels the project is sustainable.

127.2 To consider Community Governance Review – deadline 30 November

Members to consider the questions in the Community Governance Review Questionnaire previously circulated. Members to consider whether they would like to abolish the ward system and whether they feel there are enough Councillors.

127.3 To agree priorities to Local Transport Plan – deadline 17 October 2025

Members to consider and agree x3 priorities for the Local Transport Plan.

Last year's priorities and feedback from NCC is as follows:

- Extension of double yellow lines at junction of Bridge Street and Queen Street as parked cars obscure visibility for drivers coming down Queen Street. *Feedback: The extent of the current double yellow lines is considered appropriate and provides adequate visibility in this location.*
- Resurfacing of Leazes Street, *feedback: Included in this year's LTP programme.*
- Resurfacing of top of High Street and entire length of West Avenue. *Feedback: This maintenance issue has been formally recorded and will be taken into consideration during the development of future planned maintenance programmes. In the meantime, our Area Maintenance teams will continue to monitor the situation and undertake any necessary minor works to ensure the area remains safe.*

Issues raised by residents to date:

- Speed Bumps – Lesley Drive
- Double Yellow Lines top of Lindisfarne Road

127.4 To receive Skills Audit for Member completion

Members to complete the attached skills audit and return to the Clerk

127.5 To receive an update on working parties:

- **Grants – Members to approve amended Grant Request form**
Members to approve amended grant form. Further updates to follow.
- **Social Media and Communications (inc Chairs reception, Skills Audit and 4 year plan and follow procedure for correspondence)**
- **Traffic and Parking**
- **Policy**
- **Area of Reflection Working Party**
- **Anti Racism and Xenophobia Working Party**

127.6 To discuss Amble Christmas Lights Committee funding request of £1000

As requested, additional information was confirmed in that all of the cabling will be repaired and will all confirm to current H&S legislation. It is not expected that this contribution would cover the entire works. The Committee are approaching other avenues for assistance also.

127.7 To receive an update on Remembrance Day 2025 LMc

Road closures have been submitted. This year the parade will march to Trinity Methodist Church for the service. The wreaths have been delivered to the office. Invitations have gone out. Personnel have confirmed attendance. Parade Marshall will be Luke McTaggart. Event notification forms and management plans have been submitted to NCC.

127.8 To note Clerk request for assessment of retaining wall

Members to note that Clerk has requested a contractor to assess the retaining wall within the coal yard to establish its condition and if remedial works are necessary to provide a scope of works and associated costs to be considered.

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

128.1 To note letter received re JCSC Football Fields

128.2 To note action taken re complaints Amble Toilets

Comms to be noted on bloc

129. INFORMATION ITEMS AND ITEMS FOR CIRCULATION:

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

129.1 To note letter sent to NCC re Persimmon Homes

129.2 To note letter to North East Combined Authority

129.3 Notes of meeting with Robin McCartney 9 September 2025

Information items to be noted en bloc

130. DATE & TIME OF NEXT MEETING:

130.1 13 November 2025, Amble Town Council Offices, Fourways2 at 6p.m.

131. DATES FOR DIARIES

Northumbria Police – 8 October 2025 – 5.30pm – Council Office

Neighbourhood Plan Public Consultation – 11 October 2025 – 10am – 1pm

Joint Parish & Town Council meeting – 16 October 2025 – 6pm – Council Office

Planning Training – 20 October 2025 – 2pm – Council Office

Play Area and Amenities Walkabout – 30 October 2025 – 10am – on site

Northumbria Police Engagement Event – 3rd November 2025 – 3pm – 6pm – Amble Library

Northumbria Police meeting – 4th November 2025, 5.30pm – Council Office

Headteacher Roundtable – 6 November 2025 – 4pm – Council Office

Full Council – 13 November 2025 – 6pm – Council Office