

## CLERK REPORT DECEMBER 2025

### **154.APOLOGIES**

None

### **155. 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 ensure their declaration of interests are up to date.**

### **156. MINUTES: TOWN COUNCIL**

**156.1: To consider the minutes of the meeting held on 13 November 2025, items 135-153.1**

Members to review and note agreement of accuracy.

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

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

**157.1 Clerks Report attached**

Members to note the content

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

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

**158.1: Chairman**

Report to be provided by Cllr McTaggart

**158.2: Vice Chairman**

Report to be provided by Cllr Richards

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

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

Report to be provided by bridging co-ordinator. Members to consider content of report.

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

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

Report to be provided by Cllr Hume

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

Report to be provided by Cllr Davidson

**161. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES & REPORTS OF MEETINGS ATTENDED BY MEMBERS AS PRIVATE INDIVIDUALS:  
161.1 To receive the report of Councillors who represent ATC on outside bodies (Cllr Reports)**

Reports to be provided by any Cllrs representing Amble Town Council on outside bodies.

## **162. FINANCIAL REPORT:**

**162.1 To consider voucher numbers 189 – 209 for payment and 47 - 50 for receipt.**

Members to approve payments and receipts.

### **162.2 Bank Reconciliation**

Members to note the bank reconciliation.

### **162.3 Year to date figures**

Members to consider and note the current financial position.

### **162.4 Grant Requests**

- **Harbour Lights Choir £250 for Videographer / Hall Hire (LGA Act 1972, s145)**

Members to consider content of the grant application form. Confirmation has been sought to confirm this is revenue grant not capital.

- **Alnwick and District Sports Award Sponsorship of Senior Male category £130 (LGA Act 1972, s137)**

Members to consider sponsorship of Senior Male Category

- **Mens Shed £1597.43 Tools (LGA Act 1972, s137)**

Members to consider content of grant application and supporting information.

## **163.AMENITIES MANAGEMENT COMMITTEE:**

**163.1 To receive Amenities Committee Minutes from 27 November 2025**

Members to note the Amenities Committee minutes from 27 November 2025.

**163.2 To receive an update on actions taken since Amenities Committee**

- **Play Area Gates**

- The quotation has been confirmed as for x2 play area gates to be repaired and straightened. Members to agree. (LGA 1976 s19(3))

- **Coal Truck**

- Contractors have been contacted. Coal Trucks are to be measured ahead of purchasing.

## **164: PLANNING COMMITTEE**

**164.1 To note the Planning outcomes for December 2025**

Members to receive and note the planning outcomes for December 2025 if available.

## **165. AGENDA ITEMS:**

**165.1 To discuss Draft Budget and Precept request for 2025/2026**

Members to consider the draft budget prepared based on a 0% increase.

**165.2 To agree earmarked fund reallocation and agree opening of additional accounts in line with FCSC**

Members to agree the Earmarked Funds allocation, realigned with some pots amalgamated to mirror current budget heads for ease of reference. Members to agree opening new bank accounts in line with FCSC.

**165.3 To agree attendance at Alnwick and District Sports Award 2025**

Members to agree representation at the Alnwick and District Sports Award Tuesday 24<sup>th</sup> February 2026 at 7pm at Alnwick Playhouse.

**165.4 To agree staff training, (LGA 1972 s111)**

- **Introduction to Understanding Quotes, Tenders and Contract Management £46.20**
- **IOSH Working Safely £60, IOSH Managing Safely £125**
- **ILCA £120,**

- **SLCC Powers & Duties £87.75**
- **Data Protection £30**

Staff have requested additional training – Members to consider approval as above.

**165.5 To agree policy updates and to consider external Policy Review and contract (LGA 1972 s111)**

Members to approve amendments to policies as per circulated. Members to discuss potential for external policy support.

**165.6 To seek retrospective approval for urgent works to Church Street Bus Shelter £3750 (LG(MP)A 1953 s4 / PCA1957 s1)**

Members to retrospectively approve.

**165.7 To receive an update working party progress:**

- **Grants**
- **Social Media and Communications (inc 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**

Members to provide updates if available.

**165.8 Notice of Consultation – PSPO Control of Dog – deadline 21 December 2025**

Members to consider consultation.

**165.9 To agree Website Accessibility review costs inline with AGAR Assertion 10 - £75.00 plus VAT ((LGA 1972 s111)**

In line with assertion 10, part of the additional requirements is to ensure that the Town Councils website and content is accessible. The website provider has carried out a check of the website as it stands and although most of it is compliant there are some areas that can be improved. Members to consider and agree the review costs.

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

None

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

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

**167.1 To note site visit arranged with Asset Watch 12 December 2025**

**167.2 Partnership Meeting with NCC notes 6 November 2025**

**167.3 Northumbria Police meeting notes 4 November 2025**

**167.4 Highways Infrastructure Manager meeting notes 3 December 2025**

**167.5 Northumbria Police meeting notes 3 December 2025**

**167.6 November 2025 roundup**

Members to note en bloc

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

**168.1 8 January 2026, Amble Town Council Offices, Fourways2 at 6p.m.**

**169. DATES FOR DIARIES**

**12 December 2025, Asset Watch Site Visit, Ashington, 10am**

**16<sup>th</sup> December 2025, LCWIP, 11am**

**8<sup>th</sup> January 2025, Full Council 6pm**