

## **Clerks Report – Extraordinary Meeting of Full Council 28 January 2026**

### **193.APOLOGIES**

Members to note apologies received.

### **194. 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 interests on any items on the agenda and ensure their declarations are up to date.

### **195. MINUTES: TOWN COUNCIL**

**195.1: To consider the minutes of the meeting held on 8 January 2026, items 174-192.1**

Members to approve the minutes as a true record.

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

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

#### **196.1 Clerks Report attached**

Members to accept the content of the Clerks Report.

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

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

#### **197.1: Chairman**

Members to receive the Chairmans report

#### **197.2: Vice Chairman**

Members to receive the Vice Chairmans report

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

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

Members to note the update with an opportunity to ask further questions if necessary

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

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

Members to receive an update from Cllr Hume

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

Members to receive an update from Cllr Davidson

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

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

Members to provide reports in advance of the meeting whenever possible

### **201. FINANCIAL REPORT:**

**201.1 To consider voucher numbers 249 – 268 for payment and 60 - 67 for receipt.**

Members to approve payment vouchers 249-268 and receipt vouchers 60-67

**201.2 Bank Reconciliation**

Members to accept the bank reconciliation to 20 January 2026

**201.3 Year to date figures**

Members to accept the year to date figures

**201.4 Grant Requests**

- **Coquet Shorebase Trust - £700**

Members to consider the grant request from Coquet Shorebase Trust for additional activity licenses. The grant requested would cover the 2026 licensing fee for 2026.

**202.AMENITIES MANAGEMENT COMMITTEE:**

**202.1 To agree 2026-2027 Allotment Rent**

Members to agree a percentage increase for allotment rent, due December 2026. The current rent is £1956. A 1% increase would amount to £1976. A 2% increase would amount to £1995. Members to consider whether to increase the rent of AAHS and agree percentage increase.

**203: PLANNING COMMITTEE**

**203.1 To agree amendment to Planning Committee Terms of Reference**

Members to discuss and agree the amendment to the Planning Committee Terms of Reference, which states: *The Planning Committee has delegated powers to respond to Planning Applications on behalf of Amble Town Council. Members are consulted via email unless an application has significant public interest whereby a meeting can be called at the discretion of the Chair.*

**204. AGENDA ITEMS:**

**204.1 To agree decision on statutory grounds provision**

Members to review the information provided regarding consideration of options in terms of the ground maintenance provision for Amble Town Council. A recommendation and proposal is contained within the report for members scrutiny, discussion and if appropriate, agreement.

**204.2 To agree Capital and Revenue expenditure subject to the outcome of item 204.1**

Subject to the outcome of the item 204.1 Members to discuss, scrutinise and agree the Capital and Revenue expenditure as outlined in the report circulated and note the delegated responsibility to enable delivery.

**204.3 To agree proposed new policies as required**

- ICO Model Publication Scheme for Amble Town Council
- Draft Scheme of Delegation
- Amble Town Council Environmental Policy
- NALC Model Template IT Policy

**204.4 To agree amendment to existing policy**

It is proposed to amend the wording of the Honorary Freeman Policy and the provision of pin badges given the prohibitive costs involved. Members to discuss.

**204.5 To agree amendment to Standing Order 3c(i) regarding frequency of meetings**

It is proposed to amend the wording to standing order 3c(i) to state no fewer than 4

meetings per year will be held. It remains the intention to have regular meetings however this gives additional flexibility as Members have requested.

**204.6 To receive an update on the Staffing Working Party**

Members to receive an update from the Staffing Working Party including any recommendations to be made to Full Council.

**204.7 To agree retrospective approval for January 2026 newspaper**

Members to agree retrospective approval to the newspaper.

**204.8 To agree support to Amble Development Trust bid for Town of Culture Competition**

It is the intention of Amble Development Trust to submit a bid to the Town of Culture Competition. The Town Council has been asked to support their bid. A letter of support is not required at this stage.

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

**205.1 NALC Newsletter**

To note.

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

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

**206.1 Amble Library Community Garden**

**206.2 To note Freedom of Information Request received on 19 January 2026**

To note

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

**207.1 12 March 2026, Amble Town Council Offices, Fourways2 at 6p.m.**

**Please note: The meeting scheduled for 12 February 2026 has been cancelled.**

**208. DATES FOR DIARIES**

22 January 2026 – Joint Parish and Town Council meeting with Neighbouring Parishes

26 January 2026 – 3.00pm – 6.00pm – Northumbria Police Community Engagement Event, Amble Library

26 January 2026 – 6.00pm – Public Engagement session with Wynyard Homes – Conference Room, Fourways2, 6 Dilston Terrace, NE650DT

27 January 2026 - 4.00pm - Headteacher Roundtable

28 January 2026 – 6.00pm – EXTRAORDINARY FULL COUNCIL – Conference Room, Fourways2, 6 Dilston Terrace, NE650DT

29 January 2026 – 6.00pm – Amenities Committee - Conference Room, Fourways2, 6 Dilston Terrace, NE650DT

\*12 February 2026 – FULL COUNCIL CANCELLED

20 February 2026 – 10.00am – NCC Led Estate Walkabout, meeting point Lesley Drive

25 February 2026 – 5.30pm – Northumbria Police, Conference Room, Fourways2, 6 Dilston Terrace, NE650DT

5 March 2026 – 5.00pm – Town and Parish Council Spring Conference, County Hall, NE612EF