

To: **ALL MEMBERS OF THE COUNCIL**

You are hereby summonsed to attend the meeting of **WEST BEDLINGTON TOWN COUNCIL** to be held at **Bedlington Community Centre**, Front Street West, Bedlington.
On Thursday 15th May 2025 at 6.30pm.

The agenda for the meeting is set out below.
Steven Young - Town Clerk West Bedlington Town Council.
7th May 2025.



PRESENTATIONS

- Toys, Snacks and Chats Playgroup have been invited to attend the meeting to support their Community Chest application (Agenda Item Part B 2i.).

ELECTION OF CHAIR (MAYOR) FOR THE YEAR 2025/26

1.	Election of Chair (Mayor) for the year 2025/26
2.	To receive the Mayor's Declaration of Acceptance of Office
3.	Election of Deputy Mayor for the year 2025/26 <i>It is at the Council's discretion whether to elect a Deputy Mayor or not.</i>
4.	To Receive the Deputy Mayor's Declaration of Acceptance of Office

The meeting will be suspended by the Chair to allow public questions to the Council.

QUESTIONS TO THE COUNCIL

- The Chair will invite members of the public present to put questions and bring matters to the attention of the Council.
- This question time will last for a period of up to 15 minutes overall (which may be extended if the Chairman deems it necessary)
- To give every member of the public a fair chance of asking a question, the number of questions asked by any individual person may be limited at the Chair's discretion. The above covers both verbal and written submissions.
- Any member of the public who speaks should first state their name and address.
Please note that members of the public are not permitted to speak after question time is completed.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTERESTS.

	Attendance / Apologies and declarations of interest
1.	Apologies for absence i. To receive and note any apologies for absence from councillors. ii. To consider and determine any dispensations for absent councillors.
2.	Declaration of interest i. Unless already entered in the Council's Register of Members' Interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest) they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 12th July 2012. ii. To consider any requests for dispensations. Members are reminded that if they have any personal interest of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification should contact the Town Clerk.

PART B – MATTERS FOR DECISION

1. MINUTES OF THE LAST MEETINGS / SUMMARY OF DELEGATED DECISIONS

	Details of meeting or delegated decisions
a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 10th April 2025. (Draft minutes distributed to members).
b.	To discuss any matters arising from the minutes of the last meeting held on 10th April 2025 that are not included as agenda items.
c.	To NOTE the draft minutes of the Annual Meeting of The Town held on 10th April 2025. (Draft minutes distributed to members).

2. MATTERS FOR DISCUSSION / DECISION

	Matters for Discussion / Decision
a.	<p>Schedule of Council meetings for the year. The Council is asked to discuss and approve a DRAFT schedule of meeting dates for the forthcoming year. (Draft schedule distributed to members). <i>Note: Standing Order 3.2. Meetings will take place on the second Thursday of each month (unless the date is prohibited by law), or it is resolved otherwise by a meeting of the Council.</i></p>
b.	<p>Council committees / Working Groups <i>Note: Standing Order 10.2. Any committee/task-and-finish group established will remain in place for the duration of each Council term (the period between elections) unless otherwise resolved by a meeting of the Council or until the task is completed and signed off. Committees meet in public and may have powers to spend and make decisions (in line with any terms of reference) and follow a published agenda. Working/support groups meet privately – at the discretion of the group members and make recommendations to the full Council. All formal decisions and spending must be made at a full Council meeting.</i></p> <p>The Council are asked to discuss and decide upon the continuation of the following current working/support groups or committees.</p> <ol style="list-style-type: none"> 1) Services Working Group – front line service provision – bus shelters; public seats; litter bins; play areas; road traffic speed signs; community defibrillators; CCTV; etc. 2) Community Events Organiser Support Working Group – support event organiser; receive their feedback and suggestions; review performance; approve time-limited decisions where a delay would be detrimental or prohibit an event; etc. 3) Neighbourhood Plan Working Group – Neighbourhood Plan completion. 4) Finance Working Group – accounts; financial planning; reserves; budgeting; precept preparation; etc. 5) Staffing Working Group – HR issues and policies specific to staffing; salaries; recruitment; etc. This does not include the day-to-day management of staff. 6) Governance Working Group – Council policies; procedures; Customer Charter and Standards; complaints; risk assessments (not financial risks); insurance; etc. 7) Planning Working Group – consider planning applications where comments have been requested from the Planning Authority etc. 8) Communications Working Group – newsletter; social media; community engagement; etc.
c.	<p>Committee / working group terms of reference The Council is requested to discuss, review, and approve the DRAFT terms of reference. (Draft documents distributed to members).</p> <ol style="list-style-type: none"> 1) Event Organiser Support Working Group. 2) All other working groups.

d.	Committee / working group membership The Council is requested to discuss and agree (considering any agreed terms of reference in c above) the membership of each working group.												
e.	Council representation to other bodies The Council is requested to discuss and decide upon elected representation (and nominated reserve) on external committees / bodies. i. Northumberland Association of Local Councils (NALC) ii. Town / Parish Council Town Liaison Committee – usually Council Chair. iii. Borderlands Initiative. iv. Any other bodies determined by members.												
f.	Internal audit i. The Council is requested to discuss and decide upon the reappointment of Mr Malcolm Wilkinson as the Council’s Internal Auditor for the financial year 2025/26. ii. The Council is asked (in accordance with the Internal Audit Terms of Reference) to NOTE and ACCEPT the Internal Auditor’s competence when making the appointment. (Internal Audit Terms of reference distributed to members for information).												
g.	Bank Mandate The Council is asked to review its Bank Mandate signatories. The Council is required to hold three (3) Bank Mandate signatories at any one time. Banks will require a credit check for signatories.												
h.	Working groups (items for decision or discussion) a. Any recommendations from any working group for decision by the full Council. None for this meeting. b. Any other items from any working group meeting. Not for decision.												
i.	External Meetings To receive feedback from Councillors from any external meetings since the last Council meeting.												
j	Community Chest / funding requests The Council is asked to discuss and decide upon the following funding applications i. A Community Chest Application from Toys, Snacks and Chats Playgroup. (Application and Community Chest Fund Award Summary distributed to members). ii. A Pupils Fund Application from Bedlington West End School Primary School, Bedlington. (Funding request distributed to members).												
k.	Rural Market Town Group Membership 2025-26 The Council is requested to discuss and decide if it wishes to renew its annual subscription to the Rural Market Town Group at a cost of £148.68 including VAT.												
l.	Planning i. Planning applications – where comments have been requested. The Council is asked to discuss and decide if it wishes to make any comments in relation to the planning applications received for comment. <table><tr><td>Ref.</td><td>Description</td><td>Response Due Date*</td></tr><tr><td>25/01026/PRUTPO</td><td>14 Oakapple Close Bedlington Northumberland NE22 7LL</td><td>24th April 2025</td></tr><tr><td>25/01144/FUL</td><td>Installation of a Battery Energy Storage System (BESS) and associated infrastructure at Burnt House Solar Farm Battery Energy Storage System Burnt House Solar Farm Netherton Road Bedlington Northumberland</td><td>3rd May 2025</td></tr><tr><td>25/00708/FUL</td><td>Conversion of stable block to incidental annex accommodation Hartford Bridge House Hartford Road Bedlington Northumberland NE22 6AQ</td><td>28th April 2025</td></tr></table>	Ref.	Description	Response Due Date*	25/01026/PRUTPO	14 Oakapple Close Bedlington Northumberland NE22 7LL	24th April 2025	25/01144/FUL	Installation of a Battery Energy Storage System (BESS) and associated infrastructure at Burnt House Solar Farm Battery Energy Storage System Burnt House Solar Farm Netherton Road Bedlington Northumberland	3rd May 2025	25/00708/FUL	Conversion of stable block to incidental annex accommodation Hartford Bridge House Hartford Road Bedlington Northumberland NE22 6AQ	28th April 2025
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	25/00709/LBC	Listed Building Consent for conversion of stable block to incidental annex accommodation Hartford Bridge House Hartford Road Bedlington Northumberland NE22 6AQ	28th April 2025
	25/01302/FUL	Proposed 2 storey flat roof extension to existing nursery Bedlington Bears Nursery 2 - 4 Forster Avenue Bedlington Northumberland NE22 6EW	8th May 2025
	25/01552/HEGRMN	Hedgerow Removal Notice: Removal of four sections of hedgerow totalling 1198m West Farm Nedderton Village Bedlington Northumberland NE22 6AR	21st May 2025
	25/01545/PRUTPO	Tree Preservation Order Application: 2no Ash Trees with dieback in upper crown and reaction growth present in the stem- Remove the crown of both trees leaving stems as standing monolith at 6m. 1no Ash Tree, end-weighted with snapped and hung-up branches in crown - reduce and reshape by 8m to lessen the wind sail of the crown.	22nd May 2025
	25/01328/FUL	Siting of five storage containers to be rented by local businesses. Land To Rear Of 78-80 Market Place Bedlington Northumberland	27th May 2025
*Where the response date is before the date of the meeting, an extension has been agreed to allow consideration of the application at the meeting and an opportunity to submit comments. Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).			
m.	Invitations The Council is requested to discuss and decide who (if anyone) will represent the Council at the following events. Details of both events are shown in Part C Invitations of this agenda. <ul style="list-style-type: none"> i. READLEY Asbestos and Mesothelioma Support Group - Action Mesothelioma Day (AMD) ii. Ashington Male Voice Choir - Annual Concert 		
n.	Bank reconciliation The Council is asked to APPROVE a checked bank reconciliation of £22,326.34 as of 30 th April 2025 for current account, a deposit account balance of £392,913.20 as of 30 th April 2025, and a CCLA account balance of £30,000. Copy of bank account statements distributed to members.		

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

a.	Consultations		
	From	Description	Details
	None for this meeting		
b.	Invitations		
	From	Event	Response Details
	READLEY Asbestos and Mesothelioma Support Group	Action Mesothelioma Day (AMD) 4th July at The Grand Hotel, Queens Parade, Sunderland SR6 8DB from 1.30pm.	Invitation to the Mayor - requires a reply asap.
	Ashington and District Male Voice Choir	17 th May 2025, at 7pm 'Annual Concert' at St. John's Church, Newbiggin Road, North Seaton, Ashington, Northumberland, NE63 0TH	Invitation to a Council representative and their guest requires a reply asap
c.	Schedule of payments and receipts		
	Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.		
	Payee	Amount £. p	Description Notes
	Smart Office Systems Ltd	2.38	Printer Costs
	CCLA Deposit Fund	-95.54	Interest Received
	Widescope Web Design	74.29	.gov Emails
	Reay Security Limited	83.04	CCTV Church Lane Play Area
	Northumberland County Council	-149,129.00	First Half Year Precept Payment
	Clear Insurance Management Ltd	3,384.13	Annual Insurance Premium – Town Council Assets and Risks
	CCLA Deposit Fund Additional Deposit	5,000.00	Bank Account Transfer
	Transfer Out To Deposit Account	100,000.00	Bank Account Transfer
	Zoom Communications, Inc	155.88	Annual Software Subscription
	Widescope Web Design	28.80	Annual Subscription Computer Security
	House of Hamilton	9,743.00	VE80 Event(s)
	Morrisons	22.43	Tea Coffee for Annual Meeting of The Town
	Vistaprint	51.00	Stationary - Labels
	Information Commissioner	47.00	Annual Registration Fee
	Northumberland County Council	-250.00	VE80 Event Funding
	St Bede's (Bishop Bewick CET)	1,500.00	Pupils Fund Award
	Bedlington Food Bank	500.00	Community Chest Fund Award
	Reay Security	809.64	CCTV Charges - Bedlington
	Reay Security	446.40	Locking and Unlocking Meadowdale Play Area
	Talk Talk Business	62.92	Telephone + Internet
	Cygnus Support	500.00	Community Chest Fund Award
	Northumberland Association of Local Councils	1,783.57	Annual Subscription Fee
	Lloyds Bank	8.50	Bank Account Charges
	Northumberland County Council	6,111.67	April Payroll Costs
	Wireless Logic Limited	539.14	SIM Charges for CCTV

d.	Other planning applications Where comments have not been requested.		
	Ref.	Description	
	25/01370/DISCON	Discharge of Conditions 21 (Gas Protection) & 26 (Archaeology) of approved application 21/02236/VARYCO Car Park Vulcan Place Bedlington Northumberland NE22 5DN	
	25/01447/DISCON	Discharge of Conditions 8 (Aboriculture Method Statement), 12 (Drainage System Maintenance), 16 (Construction Method Statement), 17 (Details of Vehicular Access) & 20 (Glint and Glare) of approved application 22/01082/RENE Land East Of Burnt House Farm Netherton Road Bedlington Northumberland	
	25/01365/DISCON	Discharge of Condition 7 (SuDS) and 12 (validation and verification report) on approved application 24/00398/VARYCO St Benet Biscop Catholic Academy Ridge Terrace Bedlington Northumberland NE22 6ED	
	25/01364/DISCON	Discharge of Conditions 5 (vehicular access), 11 (validation and verification report) and 13 (noise) on approved application 23/01439/VARYCO. 86A Front Street East Bedlington Northumberland NE22 5AB	
e	Planning decisions notified to West Bedlington Town Council by Northumberland County Council		
	Ref.	Description	Decision
	25/00717/FELTPO	Proposal Location Applicant Tree Preservation Order: Fell T1 and T4 Sycamore - T1 is ivy clad and heavily weighted towards neighbouring property due to unbalanced crown. T4 is a leaning, mature Sycamore that is exceeding an acceptable height inside the garden. Remove and replace with x2 Mountain Ash or similar, Crown reduce T2 and T3 - Lime trees up to 3m and reshape 1 South Farm Nedderton Village Northumberland NE22 6BH,	PERMITTED
	25/00556/COU	Retrospective: Change of use of flat 2 on ground floor to office and meeting space for R21 2 Old Barrington Arms Vulcan Place Bedlington Northumberland NE22 5DL	GRANTED
	25/00517/COU	Change of use of hot food takeaway (Sui Generis) to hair/beauty salon (Use Class E) 46 Front Street East Bedlington Northumberland NE22 5AB	GRANTED
	25/00782/FELTPO	Tree Preservation Order Application - T1 - Beech Tree - Removal to ground level due to presence of Kretzschmaria deusta, causing deterioration in health of tree, and high proportion of deadwood in the crown. Due to the tree being on the edge of a wooded area and the current location of the tree in a garden in close proximity to the property, and there are several other trees within the garden, it is not proposed to re-plant as it will be difficult to establish under the canopies of other trees.	PERMIT
	25/00717/FELTPO	Tree Preservation Order: Fell T1 and T4 Sycamore - T1 is ivy clad and heavily weighted towards neighbouring property due to unbalanced crown. T4 is a leaning, mature Sycamore that is exceeding an acceptable height inside the garden. Remove and replace with x2 Mountain Ash or similar, Crown reduce T2 and T3 - Lime trees up to 3m and reshape 1 South Farm Nedderton Village Northumberland NE22 6BH	PERMIT
f.	Police report No Police report for this meeting. The next scheduled report is for the Town Council meeting in June 2025.		
g.	Matters for Information Only Any matters pertaining to the Council, that members would like to bring to the attention of other members and residents. For Information only no proposals or voting on these matters. <ol style="list-style-type: none"> 1. Councillors – Any matters for information only. 2. Town Clerk – Annual ROSPA play area inspections have been confirmed for June 2025. Reminder to Councillors to come into the office for their photographs taken (for ID cards, website and newsletter) before June's meeting. 		

h.	Date of next meeting The next meeting of the Council (subject to approval on the current agenda) will be on Thursday 12th June 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 4 th June 2025.
i.	Close of meeting. The Chair will close the meeting and record the time of the meeting closure.

PART D – EXEMPT BUSINESS

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

	Matters for Discussion / Decision / Information
	Bedlington Community Centre

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Trevor Austin, Lawrence Chapple, Brian Denny, Sian Denny, Cath Henderson, Adam Hogg, Allyn Rhys Roberts, Christine Taylor, Victoria Thompson.