

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 10th April 2025 at 6.30pm.

The agenda for the meeting is set out below.
Steven Young - Town Clerk
2nd April 2025



PRESENTATIONS and REPRESENTATIONS

- Apologies from Northumbria Police who have been invited to provide their Quarterly Police Report (Agenda Part C item g.)
- Apologies from Cygnus Support who have been invited to support their Community Chest Application (Agenda Part B 2a i.).
- Bedlington Foodbank have been invited to support their Community Chest Application (Agenda Part B 2a ii.).

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 Interests.
a.	Apologies for Absence. <ul style="list-style-type: none">i. To receive and note any apologies for absence from Councillors.ii. To consider and determine any dispensations for absent Councillors.
b.	Declaration of Interests. <ul style="list-style-type: none">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 interests 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 13th March 2025.
b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.

2. MATTERS FOR DISCUSSION / DECISION

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a.	Funding / Community Chest Application <ul style="list-style-type: none">i. Cygnus Support Community Chest Application.ii. Bedlington Foodbank Community Chest Application.iii. Whitley Memorial – Pupils Fund Application.iv. St Bede’s Catholic Primary School – Pupils Fund Application.										
b.	Services – Request for a litter bin. <p>The Council are requested to discuss and decide upon a request to provide a litter bin at Westlea, Bedlington. (Northumberland County Council have confirmed they are able to empty the new bin).</p>										
c.	Review of Current Policies. Deferred from 13 th March 2025 Meeting. <p>The Town Council are asked to review the following existing policies. (Current policy distributed to members).</p> <ul style="list-style-type: none">i. Policy 8 – Media Policy.ii. Policy 16 – Social media Policy.iii. Policy 17 – Sickness Absence Policy.iv. Policy 28 – Equalities Policy.										
d.	New Policies for Adoption. Deferred from 13 th March 2025 Meeting. <p>The Town Council are asked to APPROVE after consideration the following DRAFT policies. (Draft policies distributed to members)</p> <ul style="list-style-type: none">i. Draft Pension Discretions Policyii. Draft Pensions and Flexible Retirement Policyiii. Draft Flexible Working Policyiv. Draft Bereavement Policyv. Draft Employees Code of Conductvi. Draft Member Officer Protocolvii. Draft Conflicting Situations Policy.										
e.	Planning <ul style="list-style-type: none">i. Planning Applications – Where Comments Have Been Requested.<p>The Council are asked to discuss and decide if it wishes to make any comments in relation to the Planning applications received for comment.</p> <table><tr><th>Ref.</th><th>Description</th><th>Response Due Date*</th></tr><tr><td>25/00717/PRUTPO</td><td>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 Location 1 South Farm Nedderton Village Northumberland NE22 6BH</td><td>2nd April 2025.</td></tr><tr><td>25/00782/PRUTPO</td><td>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. Location The Lodge Hartford Hall Estate Bedlington Northumberland NE22 6AG</td><td>7th April 2025.</td></tr></table>		Ref.	Description	Response Due Date*	25/00717/PRUTPO	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 Location 1 South Farm Nedderton Village Northumberland NE22 6BH	2nd April 2025.	25/00782/PRUTPO	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. Location The Lodge Hartford Hall Estate Bedlington Northumberland NE22 6AG	7th April 2025.
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	<p>*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.</p> <p>Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).</p>
f.	<p>Working Groups / Committees (Items for Decision or Discussion).</p> <ol style="list-style-type: none"> 1) Any Recommendations from Working Groups for decision by full Council. None for this meeting. 2) Any Other Items from Working Groups – The Working Group Chair will feedback to the Council any other items discussed, any ongoing and future matters been worked upon by the working group.
g.	<p>Bank Reconciliation</p> <p>The Council are asked to APPROVE a checked bank reconciliation of £3,705.59 as of 31st March 2025 for current account, a Deposit Account Balance of £292,660.33 as of 31st March 2025, and a CCLA account balance of £25,000.</p>

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

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a.	Chairs Update and any Reports from External Meetings. <div><div>i.</div><div>The Chair will make any relevant announcements and provide updates to members.</div><div>ii.</div><div>To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</div></div>																																																																																														
b.	Other Consultations (not requiring Town Council response). <table><tr><td>From</td><td>Description</td><td>Details</td></tr><tr><td>Waste Services Northumberland County Council</td><td>Community Conversation, Supporting Nature in our Green Spaces</td><td>https://haveyoursay.northumberland.gov.uk/waste/2025-grounds-maintenance-consultation</td></tr></table>			From	Description	Details	Waste Services Northumberland County Council	Community Conversation, Supporting Nature in our Green Spaces	https://haveyoursay.northumberland.gov.uk/waste/2025-grounds-maintenance-consultation																																																																																						
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d.	Schedule of Payments and Receipts. <div>Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.</div> <table><tr><td>Payee</td><td>Amount £. p</td><td>Description</td><td>Notes</td></tr><tr><td>Morrisons</td><td>1,238.00</td><td>Easter Eggs For Schools</td><td></td></tr><tr><td>Reay Security</td><td>83.04</td><td>CCTV Cemetery Gates</td><td></td></tr><tr><td>M Wilkinson</td><td>108.00</td><td>Internal Audit Fees</td><td></td></tr><tr><td>CCLA Deposit Fund Interest</td><td>-87.58</td><td>Interest Received</td><td></td></tr><tr><td>Northumberland County Council</td><td>451.20</td><td>Annual SLA Cost for HR Support</td><td></td></tr><tr><td>House of Hamilton</td><td>3,200.00</td><td>Easter Events</td><td></td></tr><tr><td>House of Hamilton</td><td>1,175.00</td><td>Easter Events</td><td></td></tr><tr><td>Widescope Web Design</td><td>94.69</td><td>.gov emails</td><td></td></tr><tr><td>Smart Office Systems Ltd</td><td>16.28</td><td>Printer Charges</td><td></td></tr><tr><td>Reay Security</td><td>83.04</td><td>CCTV Church Lane</td><td></td></tr><tr><td>Jo-Anne Garrick Ltd</td><td>1,980.00</td><td>Neighbourhood Plan Consultancy</td><td></td></tr><tr><td>Transfer In from Deposit Account</td><td>-10,000.00</td><td>Internal Bank Account Transfer</td><td></td></tr><tr><td>Reay Security Ltd</td><td>809.64</td><td>CCTV Bedlington</td><td></td></tr><tr><td>Reay Security Ltd</td><td>403.20</td><td>Meadowdale Play Area Gates</td><td></td></tr><tr><td>Glass Fibre Flagpole Ltd</td><td>1,037.94</td><td>VE80 Bunting and Flag</td><td></td></tr><tr><td>Salad Days</td><td>114.00</td><td>Refuge Stacks for Litter Picks</td><td></td></tr><tr><td>Mini Marquee Hire</td><td>250.00</td><td>Summer 2025 Music Event Chair Hire</td><td></td></tr><tr><td>Mini Marquee Hire</td><td>1,449.00</td><td>Summer 2025 Street Fair Marquee, Chair and Stage Hire</td><td></td></tr><tr><td>Talk Talk Business</td><td>59.42</td><td>Telephone + Internet</td><td></td></tr><tr><td>Bedlington and District Red Squirrel Group</td><td>500.00</td><td>Community Chest Funding</td><td></td></tr><tr><td>Viking Payments</td><td>73.84</td><td>Stationary</td><td></td></tr><tr><td>Local Government Association</td><td>306.00</td><td>Training Course Fee</td><td></td></tr></table>			Payee	Amount £. p	Description	Notes	Morrisons	1,238.00	Easter Eggs For Schools		Reay Security	83.04	CCTV Cemetery Gates		M Wilkinson	108.00	Internal Audit Fees		CCLA Deposit Fund Interest	-87.58	Interest Received		Northumberland County Council	451.20	Annual SLA Cost for HR Support		House of Hamilton	3,200.00	Easter Events		House of Hamilton	1,175.00	Easter Events		Widescope Web Design	94.69	.gov emails		Smart Office Systems Ltd	16.28	Printer Charges		Reay Security	83.04	CCTV Church Lane		Jo-Anne Garrick Ltd	1,980.00	Neighbourhood Plan Consultancy		Transfer In from Deposit Account	-10,000.00	Internal Bank Account Transfer		Reay Security Ltd	809.64	CCTV Bedlington		Reay Security Ltd	403.20	Meadowdale Play Area Gates		Glass Fibre Flagpole Ltd	1,037.94	VE80 Bunting and Flag		Salad Days	114.00	Refuge Stacks for Litter Picks		Mini Marquee Hire	250.00	Summer 2025 Music Event Chair Hire		Mini Marquee Hire	1,449.00	Summer 2025 Street Fair Marquee, Chair and Stage Hire		Talk Talk Business	59.42	Telephone + Internet		Bedlington and District Red Squirrel Group	500.00	Community Chest Funding		Viking Payments	73.84	Stationary		Local Government Association	306.00	Training Course Fee	
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	Lloyds Bank Charges	8.50	Recurring Account Bank Charges	
	Amberol Limited	8,283.74	Planters and troughs	
	Transfer In from Deposit Account	-10,000.00	Internal Bank Account Transfer	
	Wireless Logic Limited	539.14	CCTV Sim Charges	
	Transfer In from Deposit Account	-10,000.00	Internal Bank Account Transfer	
	GW Shelter Solutions Ltd	8,312.10	New Bus Shelter	
	Northumberland County Council	5,829.12	March Payroll Costs	
	Reay Security Ltd	83.04	CCTV Cemetery Gates	
	Widescope Web Design	138.24	Software Annual Licence Fees	
	Widescope Web Design	48.00	.gov email data transfers	
	ANG Limited	1,699.20	VE80 Bus Shelter Art Work	
	Service and Disabled Lifts Ltd	1,095.96	BCC New Lift	
	Transfer In from Deposit Account	-5,000.00	Internal Bank Account Transfer	
	MW Design	2,035.00	Newsletter Design and print	
e.	Other Planning Applications. Where comments have not been requested.			
	Ref.	Description		
	25/00986/NONMAT	Non-material amendment (removal of an area of solar panels and addition of a gate to the side boundary) on approved planning application 22/01082/RENE		
f.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council.			
	Ref.	Description	Decision	
		None For This Meeting		
g.	Police Report. The Council are requested to NOTE the report provided. The next scheduled regular report is for June 2025 meeting.			
h.	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. <div><div>1.</div><div>Councillors – Any matters for information only.</div></div> <div><div>2.</div><div>Town Clerk – Thanks to all Councillors for their time, support and dedication over the last 4 years of their term as Town Councillors and best wishes for the future, whatever their endeavours may be. Reminder that The Town Clerk will be on annual leave Thursday 17th April to Friday 25th April 2025. The town Council office will be open as usual other than Bank Holidays Friday 18th and Monday 21st April 2025.</div></div>			
i.	Date of Next Meeting. The next scheduled meeting of the Council will be on Thursday 15 th May 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. This will be the first full council meeting of a new Town Council. The agenda for this meeting to be issued on Wednesday 7 th May 2025.			

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
	Nothing For This Meeting.

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS: Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jane Todd, Diane Wallace, Russ Wallace.