

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 9th January 2025 at 6.30pm.

The agenda for the meeting is set out below.
Steven Young - Town Clerk
3rd January 2025



PRESENTATIONS and REPRESENTATIONS

- There are no presentations for this meeting.

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 Chairs 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. 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. 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 12 th December 2024.
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

Matters for Discussion / Decision										
a.	<p>Finance.</p> <p>1) Reserves - The Council are requested to review and (if appropriate) update the current “Reserve Provision” based on the actual position as of 31st March 2024. No account is made of current in-year spending or any resulting potential surplus or deficit. (A further review (approx. May 2025) will confirm the actual reserve provision as of 31st March 2025. (Details distributed to members).</p> <p>2) Reserves - The Council are requested to review and update (if appropriate) Policy No. 20 Policy for Financial Reserves. (Current policy distributed to members).</p> <p>3) Quarterly Finance Report - The Council are asked to review the current years expenditure against its current year’s budget and (if appropriate) make recommendations to bring both inline. (Report distributed to members. There are no significant areas of unplanned overspends or unplanned spending for future projects currently).</p> <p>4) Internal Audit Interim Report – The Council are requested to NOTE the interim internal audit report distributed. There is no area of concern reported.</p>									
b.	<p>Governance.</p> <p>1) Review of Council Policies. The Council are asked to review and (if appropriate) update the following approved policies:</p> <ul style="list-style-type: none"> i. Policy No. 5 Dignity at Work (Bullying and Harassment) Policy. ii. Policy No. 6 Grievance Policy, iii. Policy No, 7 Health and Safety Policy, iv. Policy No.9 Disciplinary Policy. <p>(All current approved policies distributed to Councillors).</p> <p>2) Review of Lone Worker Risk Assessment. The Council are requested to discuss and decide upon any practical solutions that could be implemented to reduce the risk(s) associated with Lone Working. (Current Risk Assessment distributed to members)</p> <p>3) Review of Asset Register. The Council is asked to review (and if appropriate) update the current Asset Register. A summary of the register detailing current year additions and deletions distributed to members).</p>									
c.	<p>Community Chest / Funding Requests.</p> <p>The Council are requested to discuss and decide upon funding requests from:</p> <ul style="list-style-type: none"> i. Bedlington Community Centre request £500 for the purchase of an on-line event ticketing system. <p>NB - APPLICATION WITHDRAWN BY APPLICANT.</p>									
d.	<p>Planning</p> <p>i. Planning Applications – Where Comments Have Been Requested. 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 border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Ref.</th> <th style="width: 60%;">Description</th> <th style="width: 25%;">Response Due Date*</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">24/04124/FUL</td> <td>Converting the garage into a habitable space, extending the rear of the garage and fitting a roof lantern into a new flat roof. Location 9 Winchester Way The Chesters Bedlington Northumberland NE22 6JN</td> <td style="text-align: center;">26th December 2024.</td> </tr> <tr> <td style="text-align: center;">24/03607/FUL</td> <td>Work to refurbish and extend the cafe and kitchen of the visitor centre and to refurbish the adjacent public toilets. Location Visitors Centre Plessey Woods Country Park Shields Road Hartford Bridge Bedlington Northumberland NE22 6AN</td> <td style="text-align: center;">31st December 2024.</td> </tr> </tbody> </table> <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. Note: recent notified planning decisions and other planning applications (where comments have not been requested) are shown in PART C for information only).</p>	Ref.	Description	Response Due Date*	24/04124/FUL	Converting the garage into a habitable space, extending the rear of the garage and fitting a roof lantern into a new flat roof. Location 9 Winchester Way The Chesters Bedlington Northumberland NE22 6JN	26th December 2024.	24/03607/FUL	Work to refurbish and extend the cafe and kitchen of the visitor centre and to refurbish the adjacent public toilets. Location Visitors Centre Plessey Woods Country Park Shields Road Hartford Bridge Bedlington Northumberland NE22 6AN	31st December 2024.
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e.	<p>Working Groups / Committees (Items for Decision or Discussion).</p> <p>1) Any Recommendations from Working Groups for decision by full Council. Events Working Group. The Council are requested to "agree an proposal that the Christmas Light Switch On for 2025 is more traditional than in previous years and will include a male voice choir and a Christmas market".</p> <p>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.</p>
f.	<p>Bank Reconciliation</p> <p>The Council are asked to APPROVE a checked bank reconciliation of £10,217.20 as of 31st December 2024 for current account, a Deposit Account Balance of £366,784.57 as of 31st December 2024, and a CCLA account balance of £25,000.</p>

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

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a.	<p>Chairs Update and any Reports from External Meetings.</p> <p>i. The Chair will make any relevant announcements and provide updates to members.</p> <p>ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting.</p>																																						
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d.	<p>Schedule of Payments and Receipts.</p> <p>Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Amount £. p</th> <th>Description</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Northumberland CC</td> <td>1,372.80</td> <td>Christmas Lights Road Closure Costs</td> <td></td> </tr> <tr> <td>HAGs-SMP Ltd</td> <td>30.00</td> <td>Replacement Play Equipment part.</td> <td></td> </tr> <tr> <td>Reay Security Ltd CCTV</td> <td>809.64</td> <td>CCTV Charges</td> <td></td> </tr> <tr> <td>Smart Office Systems Ltd</td> <td>25.09</td> <td>Printer Charges</td> <td></td> </tr> <tr> <td>Widescope Web Design</td> <td>94.69</td> <td>.gov email facility</td> <td></td> </tr> <tr> <td>Widescope Web Design</td> <td>204.00</td> <td>.gov domain subscription costs</td> <td></td> </tr> <tr> <td>CCLA Deposit Fund Interest</td> <td>-98.72</td> <td>Interest on investment</td> <td></td> </tr> <tr> <td>D & M Fencing Ltd</td> <td>1,104.00</td> <td>Play Area remedial repairs (ROSPA).</td> <td></td> </tr> </tbody> </table>			Payee	Amount £. p	Description	Notes	Northumberland CC	1,372.80	Christmas Lights Road Closure Costs		HAGs-SMP Ltd	30.00	Replacement Play Equipment part.		Reay Security Ltd CCTV	809.64	CCTV Charges		Smart Office Systems Ltd	25.09	Printer Charges		Widescope Web Design	94.69	.gov email facility		Widescope Web Design	204.00	.gov domain subscription costs		CCLA Deposit Fund Interest	-98.72	Interest on investment		D & M Fencing Ltd	1,104.00	Play Area remedial repairs (ROSPA).	
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	D & M Fencing Ltd	720.00	Christmas Tree Fence 2023 and 2024,	
	Harriet Louise Productions	2,500.00	2024 Pantomime	
	Reay Security Ltd	83.04	CCTV Church Lane	
	Reay Security Ltd	446.40	Play Area Gates Locking	
	Talk Talk Business	59.42	Telephone + Internet	
	Charmain Hamilton	425.00	Generator for Switch-On	
	Malcolm Wilkinson	138.00	Internal Audit Fees	
	Dogwood Production CIC	-250.00	Return of Community Chest Funding	
	Transfer In from Deposit Account	-20,000.00	Deposit to Current Account	
	Northumberland County Council	8,165.43	December Payroll Costs	
	Defib Machines Limited	2,896.06	Annual Charges for defibrillators	
	Defib Machines Limited	2,190.00	Annual Charges for cabinets	
	WL Straughan & Son Ltd -	2,385.60	Repairs to Christmas Tree Pit'	
	Wireless Logic Limited	539.14	CCTV Sim Card Charges	
e.	Other Planning Applications. Where comments have not been requested.			
	Ref.	Description		
	24/04064/CLPROP	Certificate of Lawful Development - Proposed development for change of use for the existing built-in garage, as the entire space will be converted from vehicle storage to domestic use, specifically to extend the kitchen and create a utility storage area. 2 St Nicholas Drive Bedlington Northumberland NE22 5SE		
f.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council.			
	Ref.	Description	Decision	
	24/03606/PRUTPO	Tree Preservation Order Application - T1 Corsican Pine - remove lower scaffold limb. Location Pinegrove House 2 Bellingham Court Bedlington Northumberland NE22 5QS	PERMIT	
	24/02362/REM	Reserved Matters application for appearance, landscaping, layout and scale for construction of 6no. dwellings on approved application 21/01927/OUT Location Land North West Of Blue House Farm Blue House Farm Road Netherton Colliery NE22 6BD	withdrawn	
	24/02362/REM	Reserved Matters application for appearance, landscaping, layout and scale for construction of 6no. dwellings on approved application 21/01927/OUT Location Land North West Of Blue House Farm Blue House Farm Road Netherton Colliery NE22 6BD	GRANTED	
	24/03162/FUL	Erection of 12 stables and (retrospective) 5 barns Location Land To South Of Hartford Drive Hartford Drive Hartford Bridge Northumberland NE22 6AJ	REFUSED	
	24/03848/FUL	Retrospective - New timber summer house to rear garden Location 21 Orchard Way Broadoaks Bedlington Northumberland NE22 6BU	GRANTED	
	24/03859/FUL	Single storey rear extension with shallow slope roof - 4m Location 24 Errington Way Fenwick Park Bedlington Northumberland NE22 6FH	GRANTED	
g.	Police Report. No Police Report for this meeting. The next scheduled regular report is for March 2024 meeting.			

h.	<p>Matters for Information Only</p> <p>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.</p> <ol style="list-style-type: none"> 1. Councillors – Any matters for information only. 2. Town Clerk –
i.	<p>Date of Next Meeting.</p> <p>The next scheduled meeting of the Council will be on Thursday 13th February 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington.</p> <p>The agenda for this meeting to be issued on Thursday 6th February 2025.</p>

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.