

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 11th December 2025 at 6.30pm.

The agenda for the meeting is set out below.

Steven Young - Town Clerk

3rd December 2025



MEETING AGENDA

11th December 2025, 6.30PM

QUESTIONS TO THE COUNCIL

- The Chair will invite members of the public to ask the Council any questions in relation to the *current meeting agenda*. (There will be an opportunity at the end of the meeting to ask any questions not related to agenda items).
- This question time will last for a period of up to 15 minutes (this can be extended at the discretion of the Chair).
- 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.

PRESENTATIONS

Northumbria Police have been invited to present their regular quarterly report.

A resident will submit a Youth Outreaching Proposal.

PART A – ATTENDANCE

a.	Apologies for absence i. To NOTE any apologies for absence from councillors. ii. To APPROVE any dispensations for absent councillors.
b.	Declaration of interest i. To RECEIVE and NOTE any disclosures of interest. ii. To APPROVE any requests for dispensations.
c.	Meeting minutes To AGREE and SIGN as a correct record the minutes of West Bedlington Town Council's meeting on 13th November 2025. *

PART B – MATTERS FOR DECISION

a.	Funding applications Pupils Fund Application. To approve the BID from Bedlington West End Primary School*.
b.	Finance Proposed New Spending for 2026/27 To approve in principle new spending and how it will be met. i. Permanent Christmas Tree – £6,000 met from reserves. ii. Bedlington Terrier Seat - £1,000 met from reserves.

	<div>iii. Outdoor Gym Equipment - £11,000 met from reserves (deferred to January meeting at the request of the proposer).</div> <div>iv. Diversity Event - £1,000 met from reserves. (deferred to January meeting at the request of the proposer).</div> <div>v. Advertising and Publicity - £500 met from annual budget</div> <div>Proposed Spending Reductions for 2026/27 to existing services.</div> <div>vi. Reduction in newsletter costs from £4,500 to £3,000 by cancelling 1 edition and only publishing 2 editions each year.</div>												
c.	<div>Governance</div> <div>i. Policies for review.</div> <div>APPROVE the following updated policy (revisions highlighted) and associated risk assessment.</div> <div>1. Policy No 5. Dignity at Work (Bullying and Harassment including Sexual Harassment) Policy. Amendments highlighted for members.</div> <div>1a. Sexual Harassment Risk Assessment.</div> <div>ii. Governance – Meeting Materials.</div> <div>APPROVE a reduction in the printing of Council meeting materials to contribute towards achieving the Councils environmental reduction aims and a saving of staff time. As standard only the meeting agenda would be printed for the meeting. However, upon request, members can obtain printed copies of specific supporting documents.</div>												
d.	<div>Services</div> <div>Westlea Playzone</div> <div>Agree “in principle” to trial the management of a Playzone at Westlea, Bedlington. Northumberland County Council will provide a further updated management plan to confirm the Town Councils responsibilities and liabilities. Preparation work will start immediately with a spring 2026 target for the use of the facility.</div>												
e.	<div>I.T Software Purchase</div> <div>To Approve the purchase of accounting software. Details of the recommended provider distributed to members. The purchase cost of the accounting software £1,046 is to be met from existing reserves and the £1,000 ongoing annual cost for support, maintenance and training met from the annual budget.</div>												
f.	<div>Planning</div> <div>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.</div> <table><tr><th>Ref.</th><th>Description</th><th>Response date</th></tr><tr><td>25/03960/FUL</td><td>Single storey extension 26 Knaresborough Close Hazelmere Bedlington Northumberland NE22 6NT</td><td>27th November 2025</td></tr><tr><td>25/03827/FUL</td><td>Demolish redundant dilapidated workshop and replace with detached two storey dwelling house Workshop North West Of 6 Bells Place Bedlington Northumberland NE22 5AQ</td><td>22nd December 2025</td></tr><tr><td>25/04362/VARYCO</td><td>Land To South Of Hartford Drive Hartford Drive Hartford Bridge Northumberland NE22 6AJ</td><td>23rd December 2025.</td></tr></table> <div>Please note, 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.</div>	Ref.	Description	Response date	25/03960/FUL	Single storey extension 26 Knaresborough Close Hazelmere Bedlington Northumberland NE22 6NT	27th November 2025	25/03827/FUL	Demolish redundant dilapidated workshop and replace with detached two storey dwelling house Workshop North West Of 6 Bells Place Bedlington Northumberland NE22 5AQ	22nd December 2025	25/04362/VARYCO	Land To South Of Hartford Drive Hartford Drive Hartford Bridge Northumberland NE22 6AJ	23rd December 2025.
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g.	<div>Working groups / committees</div> <div>i. APPROVE any recommendations from working groups (not included elsewhere on the agenda). Non for this meeting.</div> <div>ii. To NOTE any other information from working group Chairs.</div>												
h.	<div>Bank reconciliation</div> <div>i. To APPROVE a checked bank reconciliation as of 30th November 2025, a current account balance of £11,469.14 a deposit account balance of £20,234.92 and a CCLA savings account balance of £350,000 *</div>												

i.	Youth Service Outreaching Proposal from resident re Youth Outreaching provision. Details to follow*
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MEETING PART C – MATTERS FOR INFORMATION

a.	Chair’s update and external invitations/consultations To NOTE any announcements from the Chair, and to discuss invitations, consultations and external meeting feedback since the last Council meeting.																																																																																							
b.	Schedule of payments and receipts Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT. <table><tr><th>Payee</th><th>Amount (£)</th><th>Description</th></tr><tr><td>Widescope Web Design</td><td>48.00</td><td>Remote Access</td></tr><tr><td>CCLA Deposit Fund</td><td>-1,191.02</td><td>Interest Received</td></tr><tr><td>Widescope Web Design</td><td>74.29</td><td>.gov email accounts</td></tr><tr><td>Smart Office Systems Ltd</td><td>19.20</td><td>Printer costs – maintenance costs</td></tr><tr><td>Smart Office Systems Ltd</td><td>49.87</td><td>Printer costs – replacement cartridge</td></tr><tr><td>Reay Security Ltd</td><td>669.60</td><td>Meadowdale Lock Up Charges</td></tr><tr><td>Reay Security Ltd</td><td>809.64</td><td>CCTV Charges</td></tr><tr><td>Mary Convenience Store</td><td>3.70</td><td>Milk – Remembrance Refreshments</td></tr><tr><td>Bedlington Women's Institute</td><td>250.00</td><td>Remembrance Refreshments</td></tr><tr><td>Viking Payments</td><td>51.59</td><td>New Telephone</td></tr><tr><td>Viking Payments</td><td>53.87</td><td>Rotary Trimmer</td></tr><tr><td>Reay Security Ltd</td><td>83.04</td><td>Cemetery Gates CCTV</td></tr><tr><td>House of Hamilton</td><td>2,500.00</td><td>2026 Street Fair Deposits</td></tr><tr><td>Talk Talk Business</td><td>62.92</td><td>Telephone and Internet</td></tr><tr><td>GeoXphere Ltd</td><td>270.00</td><td>Parish Online Annual Subscription</td></tr><tr><td>Lloyds Bank</td><td>8.50</td><td>Bank Charges</td></tr><tr><td>DL Maintenance & Repair</td><td>231.00</td><td>Bus Shelter repairs</td></tr><tr><td>Northumberland County Council</td><td>6,332.44</td><td>Payroll Costs</td></tr><tr><td>Widescope Web Design</td><td>37.44</td><td>Message Bunker Monthly Subscription</td></tr><tr><td>Malcolm Wilkinson</td><td>218.75</td><td>Internal Audit Charges</td></tr><tr><td>House of Hamilton</td><td>2,945.00</td><td>Magic of Christmas</td></tr><tr><td>Widescope Web Design</td><td>54.00</td><td>Laptop Updates and Reconfiguration</td></tr><tr><td>Club Insure</td><td>4,105.16</td><td>Annual Insurance renewal Premium</td></tr><tr><td>Wm Morrisons Supermarkets Ltd</td><td>1,564.00</td><td>Selection Boxes For Schools</td></tr><tr><td>Disclosure and Barring</td><td>21.50</td><td>DBS Fee</td></tr><tr><td>Wireless Logic Limited</td><td>555.36</td><td>CCTV Sim Card Charges</td></tr><tr><td>From Deposit Account</td><td>-10,000.00</td><td>Internal Bank Account Transfer</td></tr><tr><td>DL Maintenance & Repair</td><td>339.95</td><td>Repairs – Bus Shelters and Defibrillator</td></tr></table>	Payee	Amount (£)	Description	Widescope Web Design	48.00	Remote Access	CCLA Deposit Fund	-1,191.02	Interest Received	Widescope Web Design	74.29	.gov email accounts	Smart Office Systems Ltd	19.20	Printer costs – maintenance costs	Smart Office Systems Ltd	49.87	Printer costs – replacement cartridge	Reay Security Ltd	669.60	Meadowdale Lock Up Charges	Reay Security Ltd	809.64	CCTV Charges	Mary Convenience Store	3.70	Milk – Remembrance Refreshments	Bedlington Women's Institute	250.00	Remembrance Refreshments	Viking Payments	51.59	New Telephone	Viking Payments	53.87	Rotary Trimmer	Reay Security Ltd	83.04	Cemetery Gates CCTV	House of Hamilton	2,500.00	2026 Street Fair Deposits	Talk Talk Business	62.92	Telephone and Internet	GeoXphere Ltd	270.00	Parish Online Annual Subscription	Lloyds Bank	8.50	Bank Charges	DL Maintenance & Repair	231.00	Bus Shelter repairs	Northumberland County Council	6,332.44	Payroll Costs	Widescope Web Design	37.44	Message Bunker Monthly Subscription	Malcolm Wilkinson	218.75	Internal Audit Charges	House of Hamilton	2,945.00	Magic of Christmas	Widescope Web Design	54.00	Laptop Updates and Reconfiguration	Club Insure	4,105.16	Annual Insurance renewal Premium	Wm Morrisons Supermarkets Ltd	1,564.00	Selection Boxes For Schools	Disclosure and Barring	21.50	DBS Fee	Wireless Logic Limited	555.36	CCTV Sim Card Charges	From Deposit Account	-10,000.00	Internal Bank Account Transfer	DL Maintenance & Repair	339.95	Repairs – Bus Shelters and Defibrillator
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d.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council		
	Ref.	Description	Decision
	25/03439/FUL	Renew rear fence with new 3m high timber close boarded fence 6 Summerson Way Bedlington Northumberland NE22 5LF	GRANTED
	25/03531/FUL	Proposed rear single storey extension and building an additional bedroom over the garage. 35 Hassop Way Beaufront Park Bedlington Northumberland NE22 7LE	GRANTED
	25/03607/FUL	Two Storey side and rear extension (amended) 5 Hollymount Square Bedlington Northumberland NE22 5AH	GRANTED
e.	Police report To note the Police report submitted to the meeting. The next scheduled report is for the March 2026 meeting.		
f.	Matters for information only To NOTE 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"> Councillor – any matters for information only. Town Clerk – any matters for information only. Community Christmas Carol singing around the Christmas Tree Bedlington Market Place on Tuesday 23rd December 2025 6pm to 6.40pm. 		
g.	Date of next meeting To NOTE the next scheduled meeting of the Council will be on Thursday 8th January 2026 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 31st December 2025.		

QUESTIONS TO THE COUNCIL – ANY OTHER WEST BEDLINGTON TOWN COUNCIL MATTERS

- The Chair will invite members of the public to ask the Council any questions in relation to any other West Bedlington Town Council matters.
- This question time will last for a period of up to 15 minutes (this can be extended at the discretion of the Chair).
- 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.

MEETING 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.

a.	Non for this meeting
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WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Trevor Austin, Dave Chapple, Brian Denny, Sian Denny, Cath Henderson, Adam Hogg, Al Roberts, Christine Taylor, Victoria Thompson.

* Supporting documentation distributed to members before the meeting.