

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 8th January 2026 at 6.30pm.

The agenda for the meeting is set out below.

Steven Young - Town Clerk
31st December 2025



MEETING AGENDA

8th January 2026, 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

There are no presentations scheduled for this meeting.

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 11th December 2025. *

PART B – MATTERS FOR DECISION

a.	Funding applications Non for this meeting.
b.	Finance 1. Matters Deferred from December 2025 meeting. Proposed Spending Reductions for 2026/27 to existing services. i. Reduction in newsletter costs from £4,500 to £3,000 by cancelling 1 edition and only publishing 2 editions each year. Proposed New Spending for 2026/27 To approve in principle new spending and how it will be met. ii. Outdoor Gym Equipment - £11,000 met from reserves (deferred to January meeting at the request of the proposer). Details to follow. iii. Diversity Event - £1,000 met from reserves. (deferred to January meeting at the request of the proposer). Details to follow.

	<ol style="list-style-type: none"> 2. Reserves - Review and (if appropriate) update the estimated "Reserve Provision". No account is made of current in-year spending or any resulting potential surplus or deficit. (A further review (approx. May 2026) will confirm the actual reserve provision as of 31st March 2026. *) 3. Reserves - Review and update (if appropriate) Policy No. 20 Policy for Financial Reserves. * 4. Quarterly Finance Report - Review the current years expenditure against its current year's budget up to the end of December 2025 and (if appropriate) make recommendations to bring both inline. (There are no significant areas of unplanned overspends or unplanned spending for future projects currently) Planned overspends are highlighted in the report. * 5. Internal Audit Interim Report – NOTE the interim internal audit report distributed. There is no area of concern to report. * 6. Asset Register – Review (and if appropriate) update the current Asset Register. * 7. 2026 -27 Budget and Precept Requirement. * <p>The Council are requested to review and approve its budget and precept requirement for 2026/27. A draft budget of £310,732 has been prepared and distributed to members. (For info 2025-26 precept was £298,258 this represents either a 1.53% or a 0.71% annual increase to Town Council, Council Tax payments dependent upon Northumberland County Councils decision to adjust the Council Tax – Tax Base at their meeting 14th January 2026).</p>
c.	<p>Governance</p> <p>REVIEW and APPROVE the following polices and risk assessments*.</p> <p>i. Review of current policies.</p> <ol style="list-style-type: none"> 1. Policy No. 6 Grievance. 2. Policy No. 7 Health and Safety. 3. Policy No. 9 Disciplinary Procedure. 4. Policy No 15 Lone Worker. 5. Policy No 26. Virtual Meeting Protocol. <p>ii. Review of current risk assessments.</p> <ol style="list-style-type: none"> 1. Lone Worker Risk Assessment. 2. Slips and Trips Risk Assessment. 3. Manual Handling Risk Assessment. 4. Electrical Equipment. 5. Display Screen Equipment. 6. Stress. 7. Travelling Whilst at Work. 8. Dealing With the Public. 9. Fire procedures. <p>iii. New Policy (Draft)</p> <ol style="list-style-type: none"> 1. Policy No. 42 Information and Technology Policy.
d.	<p>Events</p> <p>APPROVE Councillor Roberts as the Councils Events Safety Officer.</p>
e.	<p>Civility and Respect Pledge.</p> <p>The Town Council are requested to consider signing up to the Civility and Respect Pledge. The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.</p> <p>By West Bedlington Town Council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role. (The statements that the Town Council must agree ahead of making the pledge are distributed to members for their attention).</p>

f.	<p>Member representation at Joint Town & Parish Council Spring Conference. APPROVE two (2) delegates to attend and represent West Bedlington Town Council on Thursday 5th March 2026, County Hall, Morpeth (Registration and refreshments from 5pm. Marketplace 5-7pm. Conference ends 8pm). *</p>									
g.	<p>Planning 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.</p> <table border="1" data-bbox="239 354 1478 518"> <thead> <tr> <th data-bbox="239 354 441 399">Ref.</th> <th data-bbox="441 354 1203 399">Description</th> <th data-bbox="1203 354 1478 399">Response date</th> </tr> </thead> <tbody> <tr> <td data-bbox="239 399 441 467">25/04442/FUL</td> <td data-bbox="441 399 1203 467">Proposed single storey rear extension 49 Hassop Way Beaufront Park Bedlington Northumberland NE22 7LE</td> <td data-bbox="1203 399 1478 467">31st December 2025</td> </tr> <tr> <td data-bbox="239 467 441 518">25/04263/FUL</td> <td data-bbox="441 467 1203 518">18 Carisbrooke Beaufront Park Bedlington Northumberland NE22 7LB</td> <td data-bbox="1203 467 1478 518">7th January 2026</td> </tr> </tbody> </table> <p data-bbox="239 530 1446 597">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.</p>	Ref.	Description	Response date	25/04442/FUL	Proposed single storey rear extension 49 Hassop Way Beaufront Park Bedlington Northumberland NE22 7LE	31st December 2025	25/04263/FUL	18 Carisbrooke Beaufront Park Bedlington Northumberland NE22 7LB	7th January 2026
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h.	<p>Working groups / committees</p> <p>i. APPROVE any recommendations from working groups (not included elsewhere on the agenda). Non for this meeting.</p> <p>ii. To NOTE any other information from working group Chairs.</p>									
i.	<p>Bank reconciliation</p> <p>i. To APPROVE a checked bank reconciliation as of 31st December 2025, a current account balance of £10,236.74, a deposit account balance of £15,000 and a CCLA savings account balance of £350,000 *</p>									

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.																																																																																															
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e.	<p>Police report No Police report for this meeting. The next scheduled report is for the March 2026 meeting.</p>												
f.	<p>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.</p> <ol data-bbox="223 1388 1487 1484" style="list-style-type: none"> <li data-bbox="223 1388 1487 1417">Councillor – any matters for information only. <li data-bbox="223 1417 1487 1484">Town Clerk – any matters for information only. Assistant Town Clerk successfully completed her first stage of her professional qualification. 												
g.	<p>Date of next meeting To NOTE the next scheduled meeting of the Council will be on Thursday 12th February 2026 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 4th February 2025.</p>												

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.