

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.  
On Thursday 10<sup>th</sup> April at 6.30pm.**



**PRESENTATIONS**

- 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 attended to support their Community Chest Application (Agenda Part B 2a ii.). They provided a short presentation about what they do and how the funding will help them.

**QUESTIONS TO THE COUNCIL**

- A resident asked if the Town Council would ask the planners to look at application 25/01144/FUL in more detail due to safety concerns.
- A resident wanted to know what the scheduled payment transfer between bank accounts on the agenda was. He was told it was to maximise interest gathered on West Bedlington Town Council's savings account.

**PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTEREST**

Min ref		Attendance / apologies and declarations of interest	Determination
25/72		<b>In attendance</b>	Councillors Hedley, Henderson, Hogg, Taylor (Chair), D Wallace, R Wallace and Thompson. Town Clerk S Young, and Assistant Town Clerk, M McTeer. Four (4) members of the public.
25/73	a.	<b>Apologies for absence</b> i. To receive and note any apologies for absence from councillors. ii. To consider and determine any dispensations for absent councillors.	i. Apologies for absence from Councillor Crosby and Todd were <b>NOTED</b> . i. There were no dispensations for absence for this meeting.
25/74	b.	<b>Declarations of interest</b> 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.	i. It was disclosed that Councillor Thompson's has involvement with Whitley Memorial and Councillor R Wallace has involvement with Bedlington Food Bank and Whitley Memorial Primary School.  i. No dispensations for this meeting.

## PART B – MATTERS FOR DECISION

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

		Details of meeting or delegated decisions	Determination
25/75	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 13 <sup>th</sup> March 2025.	<b>RESOLVED</b> that the minutes of the West Bedlington Town Council Meeting held on 13 <sup>th</sup> March are <b>APPROVED</b> as a true record.
25/76	b.	To discuss any matters arising from the minutes of the last meeting that are not included as agenda items.	There were no matters arising from the minutes of the meeting held on 13 <sup>th</sup> March.

### 2. MATTERS FOR DISCUSSION / DECISION

		Matters for discussion / decision	Determination
25/77	a.	<b>Funding / Community Chest Application</b> <ul style="list-style-type: none"> <li>i. Cygnus Support Community Chest Application.</li> <li>ii. Bedlington Foodbank Community Chest Application.</li> <li>iii. Whitley Memorial – Pupils’ Fund Application.</li> <li>iv. St Bede’s Catholic Primary School – Pupils’ Fund Application.</li> </ul>	<p>Members reviewed the applications, and the following decisions were made:</p> <ul style="list-style-type: none"> <li>i. <b>APPROVED</b> to award £500</li> <li>ii. <b>APPROVED</b> to award £500</li> <li>iii. <b>APPROVED</b> to award £1500</li> <li>iv. <b>APPROVED</b> to award £1500</li> </ul>
25/78	b.	<b>Services – request for a litter bin</b> The Council is 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.	Members <b>AGREED</b> to provide a new litter bin at Westlea.
25/79	c.	<b>Review of current policies</b> Deferred from the meeting on 13 <sup>th</sup> March 2025. The Town Council is asked to review the following existing policies. Current policies distributed to members. <ul style="list-style-type: none"> <li>i. Policy 8 – Media Policy</li> <li>ii. Policy 16 – Social media Policy</li> <li>iii. Policy 17 – Sickness Absence Policy</li> <li>iv. Policy 28 – Equalities Policy</li> </ul>	Members <b>APPROVED</b> the existing policies.
25/80	d.	<b>New policies for adoption</b> Deferred from the meeting on 13 <sup>th</sup> March 2025. The Town Council is asked to <b>APPROVE</b> , after consideration, the following DRAFT policies. Draft policies distributed to members. <ul style="list-style-type: none"> <li>i. Draft Pension Discretions Policy</li> <li>ii. Draft Pensions and Flexible Retirement Policy</li> <li>iii. Draft Flexible Working Policy</li> <li>iv. Draft Bereavement Policy</li> <li>v. Draft Employee’s Code of Conduct</li> <li>vi. Draft Member Officer Protocol</li> </ul>	Members <b>APPROVED</b> the new policies.

		vii. Draft Conflicting Situations Policy							
25/81	e.	<p><b>Planning</b></p> <p>i. Planning applications – where comments have been requested</p> <table><tr><th>Ref</th><th>Description</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></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></tr></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	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.	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.	<p>No additional comments were made.</p> <p>As a tree is being removed, it was agreed that the Town Council would ask for a new tree to be planted in West Bedlington.</p>
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25/82	f.	<p><b>Working Groups / Committees (Items for decision or discussion)</b></p> <p>1. Any recommendations from Working Groups for decision by full Council. None for this meeting.</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>	It was <b>NOTED</b> that the Policy Working Group was successful and members expressed an interest in doing it again in future.						
26/83	g.	<p><b>Bank Reconciliation</b></p> <p>The Council is asked to APPROVE a checked bank reconciliation of £3,705.59 as of 31<sup>st</sup> March 2025 for current account, a Deposit Account Balance of £292,660.33 as of 31<sup>st</sup> March 2025, and a CCLA account balance of £25,000.</p>	The bank reconciliations were <b>APPROVED</b> .						

## PART C – MATTERS FOR INFORMATION OR TO BE NOTED

		Matters for information or to be noted			
25/84		<b>RESOLVED to NOTE</b> Sections a, b, and c. Note section f is not part of the agenda and is included for information only.			
	a.	<b>Chair's update and any reports from external meetings</b> <div><div>i. The Chair will make any relevant announcements and provide updates to members.</div><div>ii. To receive feedback from councillors from any external meetings since the date of the last Council meeting.</div></div>	Nothing for this meeting.		
25/85	b.	<b>Consultations (not requiring a response from the Town Council)</b>			
		From	Description	Response details	
		Waste Services Northumberland County Council	Community Conversation, Supporting Nature in our Green Spaces. <a href="https://haveyoursay.northumberland.gov.uk/waste/2025-grounds-maintenance-consultation">https://haveyoursay.northumberland.gov.uk/waste/2025-grounds-maintenance-consultation</a>	NOTED	
25/86	c.	<b>Invitations</b>			
		From	Event	Response details	
		Wansbeck Valley Food Bank	Annual General Meeting On Monday 24th March 2025 In St George's United Reform Church Bridge Street Morpeth NE61 1PD At 6 pm. All welcome.	NOTED	
		Bedlington Foodbank	Invitation to AGM Trinity Church Bedlington on Wednesday 9th April at 7pm.	NOTED	
25/87	d.	<b>Schedule of payments and receipts</b> Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.			
		Payee	Amount £. p	Description	Notes
		Morrisons	1,238.00	Easter Eggs For Schools	All payments and receipts were <b>NOTED</b>
		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	
		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	
25/88	e.	<b>Other planning applications</b> Where comments have <b>not</b> been requested.			
		<b>Ref.</b>	<b>Description</b>		
		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		
25/89	f.	<b>Planning decisions notified to West Bedlington Town Council by Northumberland County Council</b>			
		<b>Ref.</b>	<b>Description</b>	<b>Decision</b>	
			None for this meeting		
25/90	g.	<b>Police report</b> No report provided for this meeting. The next scheduled regular report is for June’s meeting.			
25/91	h.	<b>Matters for information only</b> 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"><li>Councillors – Any matters for information only.</li><li>Town Clerk – Thanks to all Councillors for their time, support and dedication over the last four 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 21<sup>st</sup> April 2025.</li><li>Councillor Hogg thanked everyone for their support over the last four years.</li><li>Councillor Hedley reported a snapped rail opposite St Cuthbert’s church which needs fixing.</li></ol>			

25/92	i.	<b>Date of next meeting</b> The next scheduled meeting of the Council will be on Thursday 15 <sup>th</sup> 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 <sup>th</sup> May 2025.
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## 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	
25/93		There is no exempt business for this meeting.	

25/94		<b>Close of meeting</b> The Chair closed the meeting at 19.00.
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### WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

Bill Crosby, Paul Hedley, Cath Henderson, Adam Hogg, Christine Taylor, Victoria Thompson, Jayne Todd, Diane Wallace, and Russ Wallace.

Signed by Chair

Date