

12th March 2026

MEETING MINUTES

WEST BEDLINGTON TOWN COUNCIL
Bedlington Community Centre
Front Street West
Bedlington
NE22 5TT



AGENDA-RELATED QUESTIONS FROM RESIDENTS

- Part B, section E – a resident wanted to know where the suggested permanent Christmas tree location would be and was told that it would be discussed later in the meeting.
- Part B, item C – a representative involved in the Bedlington “Town of Culture” expression of interest said they could provide more information, at the relevant point in the meeting, should it be needed.

PRESENTATIONS

- No presentations for this meeting. (Northumbria Police submitted their apologies for not attending this meeting to support their scheduled Police report, agenda item part C, item E).

PART A - ATTENDANCE

Min ref		Attendance/declarations/last meeting's minutes	Determination
26/43	a.	Attendance	Councillors Austin, Chapple, B. Denny (Chair), S. Denny, Henderson, Hogg, Roberts, Taylor and Thompson. Assistant Town Clerk, M McTeer, and ten (10) members of the public.
26/44	b.	Apologies for absence 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 Town Clerk, S. Young were NOTED. ii. None for this meeting.
26/45	c.	Declarations of interest 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	 i. Councillor Thompson (agenda item part B, item A).

		in accordance with the Code of Conduct adopted by the Council on 12th July 2012.	
		ii. To consider any requests for dispensations.	i. No requests for dispensation.
26/46	d.	Meeting minutes To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 12 th February 2026.	RESOLVED that the minutes of the West Bedlington Town Council Meeting held on 12 th February 2026 are APPROVED as a true record.

PART B – MATTERS FOR DECISION

Min ref		Matters for discussion / decision	Determination
26/47	a.	Pupils' Fund Application To APPROVE a Pupils' Fund application from Whitley Memorial C of E Primary School.	APPROVED
26/48	b.	Governance 1. Existing policies; after review, APPROVE the following policies.* i. Lone Worker Policy (No.15) ii. Sickness Absence Policy (No.17) iii. Bereavement Leave Policy (No.37) iv. Employee Code of Conduct (No.38) 2. New policies; after review, APPROVE the following policies.* v. Information Technology Policy (No. 42)	i. APPROVED with a further check to be made to the risk assessment. ii. APPROVED iii. APPROVED iv. APPROVED v. APPROVED
26/49	c.	Bedlington "Town of Culture" To APPROVE the endorsement of a "Town of Culture" expression of interest application for Bedlington.	APPROVED
26/50	d.	Safer Communities Officer, SCO funding Response requested from Strategic Community Safety Partnership Assistant Public Health Inequalities and Stronger Communities Northumberland County Council.* RESPONSE OPTIONS: 1. Confirmation that West Bedlington Town Council is considering a contribution and may wish to explore options further 2. Notification that further information, localised detail, or a dedicated discussion would support our decision making 3. An indication that this opportunity is not of interest or not viable	AGREED to submit response option 3 (eight for this option, one against)

26/51	e.	<p>Permanent Christmas tree (deferred from February 2026's meeting)</p> <p>To APPROVE the location of Bedlington's permanent Christmas tree.</p>	<p>The suggested tree's location is What Three Words: Lawful Amicably Scorching. It was suggested that the Town Clerk starts preliminary research and this is discussed at a future meeting when more information is sourced.</p>															
26/52	f.	<p>Events</p> <p>1. To APPROVE a proposal to relocate the 2026 Street Fair from Front Street, Bedlington because of planned road works on Vulcan Place, Bedlington.</p> <p>2. To APPROVE a proposal to add a children's Easter disco event (for April 10th 2026) to the Council's event calendar.</p>	<p>1. APPROVED (new location will be at 20 Acres for 2026)</p> <p>2. APPROVED</p>															
26/53	g.	<p>Planning</p> <p>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="304 1016 1203 1805"> <thead> <tr> <th data-bbox="304 1016 443 1048">Ref.</th> <th data-bbox="443 1016 995 1048">Description</th> <th data-bbox="995 1016 1203 1048">Response date</th> </tr> </thead> <tbody> <tr> <td data-bbox="304 1048 443 1346">26/00596 /VARYCO</td> <td data-bbox="443 1048 995 1346">Variation of conditions 8 (lighting) and 10 (noise) and discharge of condition 9 (contamination) on approved application 23/02640/CCD to vary submission timescale for lighting verification, and vary noise management to a compliance condition. Westlea Playing Fields, Football Pitch Netherton Lane, Bedlington, Northumberland, NE22 6DX.</td> <td data-bbox="995 1048 1203 1346">12th March 2026</td> </tr> <tr> <td data-bbox="304 1346 443 1509">26/00717 /FUL</td> <td data-bbox="443 1346 995 1509">Change of 5 no. Windows and doors from timber frame to aluminium. Added Juliet balcony. The Drey, Penny Lane, Hartford Hall Estate, Bedlington, Northumberland, NE22 6HD.</td> <td data-bbox="995 1346 1203 1509">19th March 2026</td> </tr> <tr> <td data-bbox="304 1509 443 1704">26/00565 /FUL</td> <td data-bbox="443 1509 995 1704">Retrospective: Enlargement/re-building of existing animal shelter including renewal of dilapidated Eastern and Western boundary fences and alterations to vehicular gate entry point. Humford Mill Country Park, Church Lane, Bedlington, Northumberland, NE22 5RT.</td> <td data-bbox="995 1509 1203 1704">24th March 2026</td> </tr> <tr> <td data-bbox="304 1704 443 1805">26/00748 /FUL</td> <td data-bbox="443 1704 995 1805">Replace all external doors. Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT.</td> <td data-bbox="995 1704 1203 1805">25th March 2026</td> </tr> </tbody> </table> <p>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	26/00596 /VARYCO	Variation of conditions 8 (lighting) and 10 (noise) and discharge of condition 9 (contamination) on approved application 23/02640/CCD to vary submission timescale for lighting verification, and vary noise management to a compliance condition. Westlea Playing Fields, Football Pitch Netherton Lane, Bedlington, Northumberland, NE22 6DX.	12th March 2026	26/00717 /FUL	Change of 5 no. Windows and doors from timber frame to aluminium. Added Juliet balcony. The Drey, Penny Lane, Hartford Hall Estate, Bedlington, Northumberland, NE22 6HD.	19th March 2026	26/00565 /FUL	Retrospective: Enlargement/re-building of existing animal shelter including renewal of dilapidated Eastern and Western boundary fences and alterations to vehicular gate entry point. Humford Mill Country Park, Church Lane, Bedlington, Northumberland, NE22 5RT.	24th March 2026	26/00748 /FUL	Replace all external doors. Bedlington Community Centre, Front Street West, Bedlington, Northumberland, NE22 5TT.	25th March 2026	<p>No comments</p> <p>No comments</p> <p>No comments</p> <p>Agreed to add a comment of support</p>
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26/54	h.	<p>Working groups / committees</p> <p>i. APPROVE any recommendations from working groups (not included elsewhere on the agenda).</p> <p>ii. To NOTE any other information from working group Chairs.</p>	Nothing for this meeting
26/55	i.	<p>Bank reconciliation</p> <p>To APPROVE a checked bank reconciliation as of 28th February 2026, a current account balance of £9,887.27, a deposit account balance of £5,011.28 and a CCLA savings account balance of £330,000 *</p>	APPROVED

PART C – MATTERS FOR INFORMATION

RESOLVED to **NOTE** part A to G. Section D is not part of the agenda and is included for information only.

26/56	a.	<p>Chair's update and external invitations/consultations</p> <p>NOTE any announcements from the Chair, and to discuss invitations, consultations and external meeting feedback since the last Council meeting.</p>	<p>The Chair and S. Denny provided an update about a successful meeting at the spring Town and Parish Council Conference. It was agreed to add an agenda item to April 2026's meeting about the Town Council potentially supporting the Places Leisure Healthy Communities initiative.</p> <p>The Chair also provided an update about NALC GDPR training.</p>												
26/57	b.	<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" data-bbox="300 1704 1190 1995"> <thead> <tr> <th>Payee</th> <th>Amount (£)</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1p Mobile</td> <td>30.00</td> <td>Mobile phone charges</td> </tr> <tr> <td>Widescope Web Design</td> <td>475.20</td> <td>Annual website hosting</td> </tr> <tr> <td>Smart Office Systems Ltd</td> <td>12.23</td> <td>Printer charges</td> </tr> </tbody> </table>	Payee	Amount (£)	Description	1p Mobile	30.00	Mobile phone charges	Widescope Web Design	475.20	Annual website hosting	Smart Office Systems Ltd	12.23	Printer charges	NOTED
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		Bedlington Community Centre	32.00	Room hire cost									
		Widescope Web Design	74.29	.gov email accounts									
		CCLA Deposit Fund Interest	-1,104.27	Interest received on savings									
		Defib Machines Ltd	876.00	Annual renewal (2 x defibs)									
		Defib Machines Ltd	876.00	Annual renewal (2 x cabinets)									
		SLCC Enterprises Ltd	495.00	Professional development training subscription charges									
		Reay Security Limited	1,003.20	Meadowdale Gates locking etc									
		Reay Security Limited	809.64	CCTV Bedlington									
		Reay Security Limited	83.04	CCTV Westlea Cemetery									
		Northumberland County Council	6,332.44	Payroll costs									
		DL Maintenance & Repair	182.00	Church Lane seat repairs									
		Reay Security Limited	83.04	CCTV Church Lane									
		Widescope Web Design	37.44	Email archive bunker software									
		Lloyds Bank	8.50	Bank charges									
		Wireless Logic Limited	574.86	CCTV sim costs									
26/58	c.	Other planning applications Where comments have not been requested.											
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26/59	d.	<p>Planning decisions notified to West Bedlington Town Council by Northumberland County Council</p> <table border="1"> <thead> <tr> <th>Ref.</th> <th>Description</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>25/04693/ FUL</td> <td>Bay window to front elevation, removal of garage door and replaced with window for garage conversion. Demolition of existing conservatory and replaced with garden room with pitched roof including roof lights. 34 Dunstanburgh Close, Hazelmere, Bedlington, Northumberland, NE22 6NA.</td> <td>GRANTED</td> </tr> <tr> <td>25/04263/ FUL</td> <td>Single storey extension. 18 Carisbrooke, Beaufront Park, Bedlington, Northumberland, NE22 7LB.</td> <td>GRANTED</td> </tr> </tbody> </table>	Ref.	Description	Decision	25/04693/ FUL	Bay window to front elevation, removal of garage door and replaced with window for garage conversion. Demolition of existing conservatory and replaced with garden room with pitched roof including roof lights. 34 Dunstanburgh Close, Hazelmere, Bedlington, Northumberland, NE22 6NA.	GRANTED	25/04263/ FUL	Single storey extension. 18 Carisbrooke, Beaufront Park, Bedlington, Northumberland, NE22 7LB.	GRANTED	NOTED
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26/60	e.	<p>Police report</p> <p>To NOTE the Police report*. The next scheduled report is for June 2026's meeting.</p>	NOTED									
26/61	f.	<p>Matters for information only</p> <p>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 style="list-style-type: none"> i. Councillor – any matters for information only. ii. Assistant Town Clerk – any matters for information only. 	Nothing for this meeting									
26/62	g.	<p>Date of next meeting</p> <p>To NOTE the next scheduled meeting of the Council will be on Thursday 9th April 2026 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 1st April 2026. The 2026 Annual Meeting of The Town will commence at the conclusion of the Town Council meeting (but not before 7pm) on 9 April. Everyone is welcome.</p>	NOTED									

SUSPENSION OF MEETING TO FACILITATE FURTHER QUESTIONS TO THE COUNCIL

- A resident provided an update about an unstable wall on Hartford Road and their dealings with Northumberland County Council regarding the matter. Councillor Taylor, in her capacity as a County Councillor, said she could chat more about the matter and provide assistance. The same resident was disappointed the town had no public conveniences at Atlee Park and was told this was a matter for Northumberland County Council.
- A resident wanted to know where the Town Council was with its Neighbourhood Plan and was told it would be going out to consultation once the draft-plan consultation ends.

MEETING REINSTATED

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		
26/63	a.	Nothing for this meeting.
26/64	b.	Close of meeting The Chair closed the meeting at 7.15pm.

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

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

Signed by Chair

Date

* Supporting documentation distributed to members before the meeting.