

13TH November 2025

MEETING MINUTES

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



AGENDA-RELATED QUESTIONS FROM RESIDENTS

- No agenda-related items for this meeting.

PRESENTATIONS

There were no presentations for this meeting.

PART A - ATTENDANCE

Min ref		Attendance/declarations/last meeting's minutes	Determination
25/257	a.	Attendance	Councillors Austin, Chapple, B. Denny (Chair), S. Denny, Henderson, Taylor, Thompson, and Roberts. Town Clerk S. Young, Assistant Town Clerk M. McTeer, and nine (9) members of the public.
25/258	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 Councillor Hogg were NOTED. ii. None for this meeting.
25/259	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 in accordance with the Code of Conduct adopted by the Council on 12th July 2012. ii. To consider any requests for dispensations.	 i. Councillor Taylor – declaration of interest – Bedlington Community Centre, agenda item part B. i. No requests for dispensation.

25/260	d.	Meeting minutes To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 9 th October 2025.	RESOLVED that the minutes of the West Bedlington Town Council Meeting held on 9 th October 2025 are APPROVED as a true record.
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PART B – MATTERS FOR DECISION

		Matters for discussion / decision	Determination
25/261	a.	Funding application(s)	None for this meeting
25/262	b.	Events To APPROVE the draft Events Calendar*	APPROVED (Voted for by Councillors Austin, Chapple, B. Denny, S. Denny, Henderson and Roberts. Voted against by Councillor Thompson. Councillor Taylor abstained from voting.)
25/263	c.	Governance To APPROVE the following updated policies (revisions highlighted): i. Policy No 2. Financial Regulations * ii. Policy No 3. FOI Model Publication Scheme Policy * iii. Policy No 19. DBS Checks Policy * iv. Policy No 28. Equalities Policy *	i. APPROVED ii. APPROVED iii. APPROVED iv. APPROVED
25/264	d.	Services To APPROVE a suggested pricing structure for hire cost at the Westlea Playzone*. (The Town Council is still awaiting a detailed management plan to understand its responsibilities and liabilities).	AGREED in principle to amend and finalise at a future meeting.
25/265	e.	Software purchase To APPROVE the purchase of software to retain all West Bedlington Town Council .gov emails that could ordinarily be deleted or lost from the system by user intervention or user permissions. The estimated annual cost of the software is £375.	APPROVED

25/266	f.	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. <table><tr><th>Ref</th><th>Description</th><th>Response date **</th></tr><tr><td>25/03531/FUL</td><td>Proposed rear single storey extension and building an additional bedroom over the garage. 35 Hassop Way, Beaufront Park, Bedlington, Northumberland, NE22 7LE.</td><td>24th October 2025</td></tr><tr><td>25/03607/FUL</td><td>Two-storey side and single storey rear extensions. 5 Hollymount Square, Bedlington, Northumberland, NE22 5AH.</td><td>30th October 2025</td></tr><tr><td>25/03390/REM</td><td>Reserved matters application (for layout, scale and appearance) pursuant to outline planning permission 24/04112/OUTES for an electricity substation on phase 1b of the data centre campus. Land at former power station site on northern side of Cambois, Cambois, Northumberland.</td><td>10th November 2025</td></tr><tr><td>25/03969/PRUTPO</td><td>Tree preservation order application to T1 Hornbeam prune back to previous pruning points (crown reduce by 1m). 3 South Farm, Nedderton Village, Northumberland, NE22 6BH.</td><td>26th November 2025</td></tr></table> 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.	Ref	Description	Response date **	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.	24th October 2025	25/03607/FUL	Two-storey side and single storey rear extensions. 5 Hollymount Square, Bedlington, Northumberland, NE22 5AH.	30th October 2025	25/03390/REM	Reserved matters application (for layout, scale and appearance) pursuant to outline planning permission 24/04112/OUTES for an electricity substation on phase 1b of the data centre campus. Land at former power station site on northern side of Cambois, Cambois, Northumberland.	10th November 2025	25/03969/PRUTPO	Tree preservation order application to T1 Hornbeam prune back to previous pruning points (crown reduce by 1m). 3 South Farm, Nedderton Village, Northumberland, NE22 6BH.	26th November 2025	No comments
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25/267	g.	Working groups/committees APPROVE any recommendations from working groups (not included elsewhere on the agenda) and to NOTE any other information from working group Chairs.	None for this meeting															
25/268	h.	Bank reconciliation APPROVE a checked bank reconciliation as of 30th October 2025, a current account balance of £21,636.94, a deposit account balance of £30,205.80 and a CCLA savings account balance of £350,000. *	APPROVED															

PART C – MATTERS FOR INFORMATION

RESOLVED to **NOTE** sections a. to g. Section d is not part of the agenda and is included for information only.

25/269	a.	Chair’s update and external invitations/consultations NOTE any announcements from the Chair, and to discuss invitations, consultations and external meeting feedback since the last Council meeting.	Noted that Councillor B. Denny was invited to a Christmas concert by Ashington Male Voice Choir at St. Cuthbert’s Church, but couldn’t attend, so Councillor Austin agreed to attend in his place.																																																																		
25/270	b.	Schedule of payments and receipts Details of payments and (receipts) since last Council update. All payments gross of VAT. <table><tr><th>Payee</th><th>Amount £</th><th>Description</th></tr><tr><td>HMRC</td><td>-5,965.41</td><td>VAT Reclaim</td></tr><tr><td>Smart Office Systems Ltd</td><td>48.00</td><td>Printer Software Update</td></tr><tr><td>Smart Office Systems Ltd</td><td>23.69</td><td>Printer Charges</td></tr><tr><td>CCLA Deposit Fund</td><td>-1,020.05</td><td>Interest received</td></tr><tr><td>Google</td><td>15.99</td><td>Annual Software Subscription</td></tr><tr><td>Widescope Web Design</td><td>74.29</td><td>.gov Email</td></tr><tr><td>HAGs-SMP Ltd</td><td>90.00</td><td>Replacement Play Equipment Parts</td></tr><tr><td>GW Shelter Solutions Ltd</td><td>210.00</td><td>Bus Shelter Panel Trims</td></tr><tr><td>DL Maintenance & Repair</td><td>478.55</td><td>Bus Panel Repairs</td></tr><tr><td>DL Maintenance & Repair</td><td>507.73</td><td>Fixing New Litter Bins</td></tr><tr><td>Reay Security Ltd</td><td>648.00</td><td>Play Area Lock Ups</td></tr><tr><td>Co22 Limited</td><td>130.15</td><td>Printing Costs Remembrance Day</td></tr><tr><td>Broxap Limited</td><td>1,462.56</td><td>New Litter Bins</td></tr><tr><td>Deposit Account to Current Account</td><td>-20,000.00</td><td>Internal Account Transfer</td></tr><tr><td>Bedlington Community Centre</td><td>20,000.00</td><td>Approved Funding</td></tr><tr><td>D & M Fencing</td><td>48.00</td><td>Play Area fence Repairs</td></tr><tr><td>D & M Fencing</td><td>462.00</td><td>Play Area Equipment and Surface Repairs</td></tr><tr><td>D & M Fencing</td><td>201.60</td><td>Play Area Equipment Repairs</td></tr><tr><td>Talk Talk Business</td><td>62.92</td><td>Telephone and Internet</td></tr><tr><td>House of Hamilton</td><td>3,800.00</td><td>Halloween Party + Christmas Giveaways</td></tr><tr><td>Reay Security</td><td>809.64</td><td>CCTV</td></tr></table>	Payee	Amount £	Description	HMRC	-5,965.41	VAT Reclaim	Smart Office Systems Ltd	48.00	Printer Software Update	Smart Office Systems Ltd	23.69	Printer Charges	CCLA Deposit Fund	-1,020.05	Interest received	Google	15.99	Annual Software Subscription	Widescope Web Design	74.29	.gov Email	HAGs-SMP Ltd	90.00	Replacement Play Equipment Parts	GW Shelter Solutions Ltd	210.00	Bus Shelter Panel Trims	DL Maintenance & Repair	478.55	Bus Panel Repairs	DL Maintenance & Repair	507.73	Fixing New Litter Bins	Reay Security Ltd	648.00	Play Area Lock Ups	Co22 Limited	130.15	Printing Costs Remembrance Day	Broxap Limited	1,462.56	New Litter Bins	Deposit Account to Current Account	-20,000.00	Internal Account Transfer	Bedlington Community Centre	20,000.00	Approved Funding	D & M Fencing	48.00	Play Area fence Repairs	D & M Fencing	462.00	Play Area Equipment and Surface Repairs	D & M Fencing	201.60	Play Area Equipment Repairs	Talk Talk Business	62.92	Telephone and Internet	House of Hamilton	3,800.00	Halloween Party + Christmas Giveaways	Reay Security	809.64	CCTV	NOTED
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25/272	d.	Planning decisions notified to West Bedlington Town Council from Northumberland County Council <table><tr><th>Ref.</th><th>Description</th><th>Decision</th></tr><tr><td>25/02654/FUL</td><td>Construction of a 3x5 metre wooden structure. 70 Glebe Road, Bedlington, Northumberland, NE22 6JU.</td><td>GRANTED</td></tr><tr><td>25/01564/CCD</td><td>Change of Use from Class C3 residential to C2 home for young person. 6 Perrystone Mews, Bedlington, Northumberland, NE22 5BH.</td><td>GRANTED</td></tr><tr><td>25/02925/FUL</td><td>Remodelling, refurbishment and additions to gate lodge to create extended family home including removal/improvement of previously unsympathetic additions at rear of building (amended 18/09/25). The Lodge, Hartford Hall Estate, Bedlington, Northumberland, NE22 6AG.</td><td>GRANTED</td></tr><tr><td>25/03213/FELT PO</td><td>Tree Preservation Order: Removal of Trees 1,2,3,4,6,7 - Ash trees, Tree 5 - Windblown Oak, Tree 8 - leaning Oak and Tree 9 – Pine. Humford Mill Country Park, Church Lane, Bedlington, Northumberland, NE22 5RT.</td><td>GRANTED</td></tr><tr><td>25/03179/FUL</td><td>Utility room. 111 Hartlands, Bedlington, Northumberland, NE22 6JH.</td><td>GRANTED</td></tr></table>	Ref.	Description	Decision	25/02654/FUL	Construction of a 3x5 metre wooden structure. 70 Glebe Road, Bedlington, Northumberland, NE22 6JU.	GRANTED	25/01564/CCD	Change of Use from Class C3 residential to C2 home for young person. 6 Perrystone Mews, Bedlington, Northumberland, NE22 5BH.	GRANTED	25/02925/FUL	Remodelling, refurbishment and additions to gate lodge to create extended family home including removal/improvement of previously unsympathetic additions at rear of building (amended 18/09/25). The Lodge, Hartford Hall Estate, Bedlington, Northumberland, NE22 6AG.	GRANTED	25/03213/FELT PO	Tree Preservation Order: Removal of Trees 1,2,3,4,6,7 - Ash trees, Tree 5 - Windblown Oak, Tree 8 - leaning Oak and Tree 9 – Pine. Humford Mill Country Park, Church Lane, Bedlington, Northumberland, NE22 5RT.	GRANTED	25/03179/FUL	Utility room. 111 Hartlands, Bedlington, Northumberland, NE22 6JH.	GRANTED	NOTED
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25/273	e.	Police report The next scheduled report is for the December 2025 meeting.	NOTED																		
25/274	f.	Matters for information only 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. i. Councillor – any matters for information only. ii. Town Clerk – any matters for information only. Reminder to councillors re GDPR online training for completion. Draft Neighbourhood Plan Pre-Submission Consultation ended on 3 rd November 2025. Next budget planning meeting is scheduled for Thursday 20 th November 2025, starting at 6.30pm.	i. Sexual harassment and bullying document to sign before next meeting. Heritage trail project to be added to next agenda. ii. Councillor Henderson and B. Denny agreed to attend the Westlea Playzone meeting.																		
25/275	g.	Date of next meeting The next scheduled meeting of the Council will be on Thursday 11th December 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 4 th December 2025.	NOTED																		

SUSPENSION OF MEETING TO FACILITATE FURTHER QUESTIONS TO THE COUNCIL

- A resident wanted to know more about the Playzone and was told more information would come when the Town Council knows more.

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
25/278	a.	APPROVED to pledge not to invoke Clause 5.3 Landlord's Break Clause of the current lease agreement for a period of five years.
25/279	b.	Close of meeting The Chair closed the meeting at 7.06pm. The exempt business part of the meeting closed at 7.21pm.

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.