

8th January 2026 MEETING MINUTES

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



AGENDA-RELATED QUESTIONS FROM RESIDENTS

- No agenda-related questions for this meeting.

PRESENTATIONS

- No presentations for this meeting.

PART A - ATTENDANCE

Min ref		Attendance/declarations/last meeting's minutes	Determination
26/1	a.	Attendance	Councillors Austin, B. Denny (Chair), S. Denny, Chapple and Roberts. Town Clerk S. Young, Assistant Town Clerk M. McTeer, and three (3) members of the public.
26/2	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 councillors Henderson, Hogg, Taylor and Thompson were NOTED. ii. None for this meeting.
26/3	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. No declarations of interest. ii. No requests for dispensation.

		<p>6. Asset Register</p> <p>Review (and if appropriate) update the current Asset Register.*</p> <p>7. 2026/27 budget and precept requirement *</p> <p>The Council is requested to review and approve its budget and precept requirement for 2026/27.</p> <p>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>	<p>6. REVIEWED and no changes made.</p> <p>7. APPROVED a precept of £313,284 (estimated council tax increase of 1.53% - subject to Council Tax Base revision).</p>
26/6	b.	<p>Governance</p> <p>REVIEW and APPROVE the following policies 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 	<ol style="list-style-type: none"> 1. APPROVED 2. APPROVED 3. APPROVED with small amendment. 4. APPROVED with small amendment. 5. APPROVED with small amendment. <p>i. 1 to 9 APPROVED with typo to be changed on no.6. AGREED to merge all risk assessments into one cohesive document.</p> <p>ii. APPROVED with a few small amendments.</p>
26/7	c.	<p>Events</p> <p>APPROVE Councillor Roberts as the Council's Events Safety Officer.</p>	APPROVED
26/8	d.	<p>Civility and Respect Pledge</p> <p>The Town Council is requested to consider signing up to the Civility and Respect Pledge. The National Association of Local Councils (NALC), the</p>	AGREED to attend training and sign up to the pledge.

		<p>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>										
26/9	e.	<p>Member representation at Joint Town and Parish Council Spring Conference</p> <p>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>	AGREED that Councillor B. Denny and S. Denny will attend.									
26/10	f.	<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><tr><th>Ref.</th><th>Description</th><th>Response date</th></tr><tr><td>25/04442 /FUL</td><td>Proposed single storey rear extension. 49 Hassop Way, Beaufront Park, Bedlington, Northumberland, NE22 7LE.</td><td>31st December 2025</td></tr><tr><td>25/04263 /FUL</td><td>18 Carisbrooke, Beaufront Park, Bedlington, Northumberland, NE22 7LB.</td><td>7th January 2026</td></tr></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	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	No comments
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26/11	g.	<p>Bank reconciliation</p> <p>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>	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.

26/12	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>Great feedback from our Christmas carols event on 23rd December with over 100 in attendance.</p>
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26/13

b.

Schedule of payments and receipts		
Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.		
Payee	Amount (£)	Description
Reay Security Limited	83.04	CCTV Costs - 20 Acres
Wm Morrisons Supermarkets Ltd	-90.00	Refund of purchase costs
The Works	70.00	Children's Christmas Books – Christmas Carols Event
Commercial Installation & Service Ltd	6,751.20	Central Heating Replacement - Bedlington Community Centre
CCLA Deposit Fund	- 145.19	Interest Received
Smart Office Systems Ltd	22.53	Printing Charges
Smart Office Systems Ltd	9.60	Cartridge Replacement
Reay Security Limited	809.64	CCTV Bedlington
Reay Security Ltd	648.00	Meadowdale Gate Lock Up
Widescope Web Design	74.29	.GOV emails
Northumberland County Council	- 9,950.00	Grant Payment - Central Heating Replacement, Bedlington Community Centre
Amazon	13.99	Paper Cups etc – Christmas Carols Event
Amazon	25.99	Christmas Carols Event - Biscuits
SLCC Enterprises Ltd	144.00	Student Membership Subscription
DL Maintenance & Repair	859.62	Bus Shelter Repairs
Northumberland County Council	520.00	Stalls for Christmas Switch On Event
WL Straughan & Son Ltd	696.00	Christmas Tree Delivery and Installation.
Northumberland County Council	6,332.44	November Payroll Costs
HMRC	- 5,669.04	VAT Reclaim
Reay Security	83.04	CCTV - Cemetery Gates
Talk Talk Business	62.92	Telephone + Internet

NOTED

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26/14	c.	<p>Other planning applications</p> <p>Where comments have not been requested.</p> <table><tr><th>Ref.</th><th>Description</th></tr><tr><td>25/04362/VARY CO</td><td>Variation of Conditions 1 (approved plans), 2 (details of a native mixed species hedge), 3 (car parking area), 4 (existing vehicular access), 5 (cycle parking) and 6 (management and site plan) on approved application 24/03162/FUL allowed on appeal APP/P2935/W/25/3358787 - land to south of Hartford Drive, Hartford Drive, Hartford Bridge, Northumberland, NE22 6AJ.</td></tr><tr><td>25/04452/DISC ON</td><td>Discharge of Conditions 8 (Lighting Verification) and 10 (Noise Management Plan) on approved application 23/02640/CCD - Football Pitch Westlea Playing Fields, Netherton Lane, Bedlington, Northumberland.</td></tr><tr><td>25/04479/DISC ON</td><td>Discharge of Conditions 3 (Method Statement & Mortar Specifications) and 4 (Lime Mortar Mix Specification) on approved application 25/02926/LBC - The Lodge, Hartford Hall Estate, Bedlington, Northumberland, NE22 6AG.</td></tr><tr><td>25/04510/CLPR OP</td><td>Certificate of Lawful Development - Proposed development for 3m rear single storey extension with internal remodelling - 12 Oakapple Close, Bedlington, Northumberland, NE22 7LL.</td></tr><tr><td>25/04507/SOLA R</td><td>Notification of Prior Approval to install 42.6kW solar PV equipment on non-domestic building - Bedlingtonshire Golf Club, Hartford Road, Bedlington, Northumberland, NE22 6AA.</td></tr></table>	Ref.	Description	25/04362/VARY CO	Variation of Conditions 1 (approved plans), 2 (details of a native mixed species hedge), 3 (car parking area), 4 (existing vehicular access), 5 (cycle parking) and 6 (management and site plan) on approved application 24/03162/FUL allowed on appeal APP/P2935/W/25/3358787 - land to south of Hartford Drive, Hartford Drive, Hartford Bridge, Northumberland, NE22 6AJ.	25/04452/DISC ON	Discharge of Conditions 8 (Lighting Verification) and 10 (Noise Management Plan) on approved application 23/02640/CCD - Football Pitch Westlea Playing Fields, Netherton Lane, Bedlington, Northumberland.	25/04479/DISC ON	Discharge of Conditions 3 (Method Statement & Mortar Specifications) and 4 (Lime Mortar Mix Specification) on approved application 25/02926/LBC - The Lodge, Hartford Hall Estate, Bedlington, Northumberland, NE22 6AG.	25/04510/CLPR OP	Certificate of Lawful Development - Proposed development for 3m rear single storey extension with internal remodelling - 12 Oakapple Close, Bedlington, Northumberland, NE22 7LL.	25/04507/SOLA R	Notification of Prior Approval to install 42.6kW solar PV equipment on non-domestic building - Bedlingtonshire Golf Club, Hartford Road, Bedlington, Northumberland, NE22 6AA.	NOTED															
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26/15	d.	<div>Planning decisions notified to West Bedlington Town Council by Northumberland County Council</div> <table><tr><th>Ref.</th><th>Description</th><th>Decision</th></tr><tr><td>24/03741/ REM</td><td>Reserved Matters application for access, appearance, landscaping, layout and scale for construction of 13no dwellings on approved 18/02329/OUT. 7C Netherton Lane Bedlington Northumberland NE22 6DP</td><td>GRANTED</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>GRANTED</td></tr></table>	Ref.	Description	Decision	24/03741/ REM	Reserved Matters application for access, appearance, landscaping, layout and scale for construction of 13no dwellings on approved 18/02329/OUT. 7C Netherton Lane Bedlington Northumberland NE22 6DP	GRANTED	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	GRANTED	NOTED
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26/16	e.	<div>Police report</div> <div>The next scheduled report is for the March 2026 meeting.</div>	NOTED									
26/17	f.	<div>Matters for information only</div> <div>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.</div> <div><div>i.</div><div>Councillor – any matters for information only.</div><div>ii.</div><div>Town Clerk – any matters for information only. Assistant Town Clerk successfully completed her first stage of her professional qualification.</div></div>	NOTED									
26/18	g.	<div>Date of next meeting</div> <div>To NOTE the next scheduled meeting of the Council will be on Thursday 12th February at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 4th February 2026.</div>	NOTED									

SUSPENSION OF MEETING TO FACILITATE FURTHER QUESTIONS TO THE COUNCIL

- A resident wanted to know if the Christmas lights could be extended down to Glenton's Bakery and was told it could be considered as part of the 2027/28 budget.
- A resident wanted to know if the Asset Register had been looked at in terms of annual maintenance and wanted to know why the Council couldn't just accept the sign the Civility and Respect Pledge (without the training). They were told it was more than just signing the pledge, that training was needed too.
- A resident wanted to know if providers of Town Council services could sign a similar pledge.

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
26/19	a.	None for this meeting.
26/20	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.