

**Minutes of West Bedlington Town Council's meeting.
Bedlington Community Centre, Front Street West, Bedlington.
Thursday 12th June 2025, 6.30pm.**



PRESENTATIONS

- Apologies from Northumbria Police who could not attend tonight's meeting. A quarterly Police report was distributed to members.
- Apologies from Kathy Keadie from Northumberland County Council who could not attend tonight's meeting to provide an update regarding the new Westlea Playzone. Councillor Taylor read out Kathy's presentation in her absence.
- Gary Harris provided a short presentation regarding his Community Chest application (item g, i) to set up a boxing club.

QUESTIONS TO THE COUNCIL

- A resident mentioned there were around 8 to 10 bins behind the new shops which have been left and wanted to know what was happening with their placement. She was told this was not a Town Council issue, but Councillor Taylor said she would find out in her capacity as a County Councillor and get back to her.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTEREST

Min ref		Attendance / apologies and declarations of interest	Determination
25/130		In attendance	Councillors Austin, Chapple, B. Denny, S. Denny Henderson, Taylor (Chair), and Thompson. Town Clerk S Young, and Assistant Town Clerk, M McTeer. Eleven (11) members of the public.
25/131	a.	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 and Councillor Roberts were NOTED . ii. RESOLVED to provide a dispensation for Councillor Adam Hogg for six (6) months.
25/132	b.	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. ii. There were 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
25/133	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 15 th May 2025.	RESOLVED that the minutes of the West Bedlington Town Council Meeting held on 15 th May 2025 are APPROVED as a true record.

25/134	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 15 th May 2025.
--------	----	--	--

2. MATTERS FOR DISCUSSION / DECISION

		Matters for discussion / decision	Determination
25/135	a.	Annual Return of Accounts 2024/25 – Annual Internal Audit Report In accordance with the Accounts and Audit Regulations 2015. <ul style="list-style-type: none"> i. To NOTE and APPROVE the Annual Internal Audit Summary and Report of 2024/25. ii. To CONSIDER and AGREE to any actions arising from the report of the internal auditor. All papers distributed to members in advance of the meeting.	i. Members APPROVED and NOTED the Annual Internal Audit Summary and Report of 2024/25. ii. There were no actions provided in the report.
25/136	b.	Annual Return of Accounts 2024/25 – Annual Governance Statement In accordance with the Accounts and Audit Regulations 2015. To APPROVE the Annual Governance Statement 2024-25 (Section 1 Annual Return of Accounts) in advance of considering the Approval of Accounts for 2024-25. All papers distributed to members in advance of meeting.	Members APPROVED the Annual Governance Statement 2024-25.
25/137	c.	Annual Return of Accounts 2024/25 – Accounting Statements In accordance with the Accounts and Audit Regulations 2015. Only after approval of the Annual Governance Statement 2024 – 25 (at b above). To APPROVE the 2024 -25 Accounting Statements (Section 2 Annual Return of Accounts). As already signed by the Council’s Responsible Finance Officer. All papers distributed to members in advance of meeting.	Members APPROVED the 2024 -25 Accounting Statements.
25/138	d.	Annual Return of Accounts 2024/25 – year-on-year variances To NOTE the explanation of year-on-year variances provided by the Council’s Responsible Finance Officer. All papers distributed to members in advance of meeting.	Members NOTED the explanation of year-on-year variances.
25/139	e.	Setting the Period for the Exercise of Public Rights. Accounts 2025/26 <ul style="list-style-type: none"> i. To NOTE the dates (Friday 13 June 2025 to Thursday 24 July 2025 inclusive) chosen for the period for the exercise of public rights. The inspection period must include the first 10 working days of July. ii. To NOTE the date (Thursday 12 June 2025) of publishing the relevant notice advertising the dates which public rights may be exercised. Copy of notice distributed to members. 	i. Members NOTED the date period. ii. Members NOTED the date.
25/140	f.	Potential errors in Annual Return – Qualification To AGREE a preferred option. The external auditors have suggested that ahead of submitting the Annual Return, it is “good practice” for councils to consider how any minor errors (if any) are to be dealt with. The options are: (a) Asking us to return the AGAR for the clerk / RFO to correct, initial the amendment and return so the final, published return is materially correct and we can consider an unqualified opinion in the report we give at AGAR Section 3. If this option is taken, we will comment on the amended error as an ‘other matter’ and recommend the Authority ensures it is not repeated in future years. There will be a small charge for this option; or (b) Accepting a qualification of our opinion at AGAR section 3. This will avoid the costs and delay associated with correction but mean that the final published return is materially incorrect, and care will be needed in 2025/26 to ensure that the 2024/25 figures are restated to avoid the error carrying over.	Members AGREED to choose option (a).

25/141	g.	Funding applications To APPROVE the following funding requests: <ul style="list-style-type: none"> i. Community Chest Application - Paramount Boxing Club. ii. Community Chest Application - Bedlington Terriers FC. iii. Community Chest Application - Ashington and District Male Voice Choir 	i. Agreed to fund £500. ii. Agreed to pledge to fund £500 if conditions met. iii. Agreed to fund £500 as long as we have the support of three events in Bedlington in 2025.
25/142	h.	Services – Litter Bins To APPROVE a request from a resident for the purchase and installation of a litter bin at Junction of Ewart Drive / A1068 Choppington Road, Bedlington. (Estimated Cost £285 for litter bin and £140 for installation).	Members APPROVED the litter bin request.
25/143	i.	Governance - review of policies To review and APPROVE <ul style="list-style-type: none"> i. Policy No. 1 Standing Orders ii. Policy No.13 Members’ Code of Conduct iii. Policy No. 14 Meeting Protocol iv. Policy No. 16 Social Media v. Policy No. 23 Flag Flying Policy Policies distributed to members	i. Amendment - APPROVED ii. No change - APPROVED iii. Amendment - APPROVED iv. Amendment - APPROVED v. Amendment - APPROVED
25/144	j.	Christmas 2025 i. Christmas tree The Council is requested to discuss and decide upon the provision of this year’s Christmas Tree and the associated costs. To APPROVE - “The cost to supply, an approximately, 25ft Premium Nordman Fir Christmas Tree, will remain the same as last year at £985.00 plus vat.” To APPROVE transportation and installation £300 of the tree. To APPROVE removal and Disposal £200 of the tree. To APPROVE the erection, dismantling and off-site storage of picket fence £300. ii. Extension of Christmas lights to Broadoaks Estate Minute 25/29 approves (in principle only) an extension to the current Christmas lights to the Broadoaks estate. Northumberland County Council has now provided the following estimate of costs associated with the provision of new light motifs for the Council’s consideration and approval. <ul style="list-style-type: none"> o To APPROVE the number of light columns to be used. o To APPROVE the supply and installation of commando sockets - £475 per column. o To APPROVE the costs to erect, dismantle, safety check and store any new Christmas lights £200 per column. o To APPROVE a budget for the purchase of any additional light units. (Estimated costs of additional lights £300 to £600 per column). 	i.) Members APPROVED the costs for 2025. A permanent tree for 2026 will be discussed later in the year as a cost-saving, sustainable option moving forwards. ii.) Members APPROVED the extension of lights and the associated costs. It was decided six (6) light columns would be added to the town’s Christmas light provision at up to £400 each.
25/145	k.	Asset transfer To APPROVE a proposal (Councillor Taylor) to request an asset transfer of Westlea Playzone from Northumberland County Council to West Bedlington Town Council.	Members AGREED the proposal.

25/146	i.	<p>Planning</p> <p>i. 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></tr><tr><td>25/01678/FUL</td><td>Rear extension and changes to the garage. 8 Newark Close, Hazelmere, Bedlington, Northumberland, NE22 6PD.</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></tr><tr><td>25/01682/FUL</td><td>Dormer loft conversion to create bedroom and en-suite 19 Acorn Avenue, Bedlington, Northumberland, NE22 5SN.</td></tr><tr><td>25/01881/FUL</td><td>Proposed rear extension, with side utility extension to existing bungalow. 27 Nedderton Village, Northumberland, NE22 6AX.</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	25/01678/FUL	Rear extension and changes to the garage. 8 Newark Close, Hazelmere, Bedlington, Northumberland, NE22 6PD.	25/01564/CCD	Change of use from Class C3 residential to C2 home for young person. 6 Perrystone Mews, Bedlington, Northumberland, NE22 5BH.	25/01682/FUL	Dormer loft conversion to create bedroom and en-suite 19 Acorn Avenue, Bedlington, Northumberland, NE22 5SN.	25/01881/FUL	Proposed rear extension, with side utility extension to existing bungalow. 27 Nedderton Village, Northumberland, NE22 6AX.	No comments.
Ref.	Description												
25/01678/FUL	Rear extension and changes to the garage. 8 Newark Close, Hazelmere, Bedlington, Northumberland, NE22 6PD.												
25/01564/CCD	Change of use from Class C3 residential to C2 home for young person. 6 Perrystone Mews, Bedlington, Northumberland, NE22 5BH.												
25/01682/FUL	Dormer loft conversion to create bedroom and en-suite 19 Acorn Avenue, Bedlington, Northumberland, NE22 5SN.												
25/01881/FUL	Proposed rear extension, with side utility extension to existing bungalow. 27 Nedderton Village, Northumberland, NE22 6AX.												
25/147	m.	<p>Working groups / committees (items for decision or discussion)</p> <p>1. To APPROVE any recommendations from working groups (not included elsewhere on the agenda).</p> <p>2. To NOTE any other information from working group Chairs.</p>	Non for this meeting.										
26/148	n.	<p>Bank reconciliation</p> <p>To APPROVE a checked bank reconciliation of £5,607.03 as of 31st May 2025, a Deposit Account Balance of £363,207.01 as of 31st May 2025 and a CCLA account balance of £30,000.</p>	The bank reconciliations were APPROVED .										

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

		Matters for information or to be noted		
		RESOLVED to NOTE Sections a, b, and c. Note section f is not part of the agenda and is included for information only.		
25/149	a.	Chair's update and any reports from external meetings <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.	
25/150	b.	Consultations (not requiring a response from the Town Council)		
		From	Details	Response
		Non for this meeting.		

25/151	c.	Invitations		
		From	Details	Response
		Non for this meeting.		
25/152	d.	Schedule of payments and receipts Details of payments and (receipts) to be noted since last Council update. All payments gross of VAT.		
		Payee	Amount £. p	Description Notes
		Whiteley Memorial School	1,500.00	Funding - Pupils Fund
		Reay Security	83.04	CCTV – Church Lane
		Reay Security	83.04	CCTV – Cemetery Gates
		Smart Office Systems Ltd	52.99	Printer Costs April and May
		CCLA Deposit Fund Interest	-104.52	Interest Received
		Coalition ONIN	3,000.00	Performers Fees Family Festival Event
		House of Hamilton	14,550.00	Family Festival Event
		Reay Security Ltd	432.00	Meadowdale Play Area Gates
		Reay Security Ltd	809.64	CCTV - Bedlington
		Transfer In from Deposit Account	-30,000.00	Internal Transfer
		Coalition	4,500.00	Performers Fee Family Festival
		Widescope web design	74.29	.gov emails
		Widescope web design	1,354.80	Owl Video Conferencing Equipment
		Talk Talk Business	62.92	Telephone + Internet
		Northumberland County Council	1,800.00	Installation of bunting
		Orangutan Landscapes Limited	7,776.00	Storage Delivery and Filling of new planters
		Stage Door Events Ltd	1,800.00	Stage Hire Family Festival
		Bagnalls Painting & Decorating	392.40	Painting of existing planters
		M Wilkinson	150.00	Internal Audit Charges
		House of Hamilton	-1,500.00	Return of Vat chargeable invoice
		Vest End School - Northumberland County Council	1,500.00	Funding – Pupils Fund
		Reay Security Ltd	83.04	CCTV – Cemetery Gates
		Rural Market Town Group	148.68	Final Subscription Payment – now cancelled.
		Lloyds Bank	8.50	Bank Charges
		Broxap Limited	778.68	New Litter Bins
		Wireless Logic Limited	539.14	CCTV Sim Charges
		Northumberland County Council	6,154.67	May Payroll Costs
		Blyth Star Enterprises	660.00	Removal and Disposal of old flower planters
25/153	e.	Other planning applications Where comments have not been requested.		
		Ref.	Description	
		25/01709/DISCON	Discharge of Conditions 8 (Construction Environmental Management Plan), 10 (Perimeter Fence), 11 (Landscape & Ecology Management Plan), 18	

		(Temporary Construction Access), 19 (Construction Method Statement) and 25 (Emergency Response Plan) of approved application 23/02205/RENE - Land South of Broadway House Farm, Church Lane, Bedlington, Northumberland.												
25/154	f.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council <table> <tr> <th>Ref.</th><th>Description</th><th>Decision</th></tr> <tr> <td>25/01026/PRUTP O</td><td>Tree Preservation Order Application to Crown thin 2 Sycamore (T1 and T2) by 20% and reduce branches on north side of tree, overhanging property by 2-3m 14 Oakapple Close, Bedlington, Northumberland, NE22 7LL.</td><td>PERMIT</td></tr> <tr> <td>25/00708/FUL</td><td>Conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.</td><td>Withdrawn</td></tr> <tr> <td>25/00709/LBC</td><td>Listed Building Consent for conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.</td><td>Withdrawn</td></tr> </table>	Ref.	Description	Decision	25/01026/PRUTP O	Tree Preservation Order Application to Crown thin 2 Sycamore (T1 and T2) by 20% and reduce branches on north side of tree, overhanging property by 2-3m 14 Oakapple Close, Bedlington, Northumberland, NE22 7LL.	PERMIT	25/00708/FUL	Conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.	Withdrawn	25/00709/LBC	Listed Building Consent for conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.	Withdrawn
Ref.	Description	Decision												
25/01026/PRUTP O	Tree Preservation Order Application to Crown thin 2 Sycamore (T1 and T2) by 20% and reduce branches on north side of tree, overhanging property by 2-3m 14 Oakapple Close, Bedlington, Northumberland, NE22 7LL.	PERMIT												
25/00708/FUL	Conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.	Withdrawn												
25/00709/LBC	Listed Building Consent for conversion of stable block to incidental annex accommodation. Hartford Bridge House, Hartford Road, Bedlington, Northumberland, NE22 6AQ.	Withdrawn												
25/155	g.	Police report Police report provided. The next scheduled report is for the September 2025 meeting. Members NOTED the report.												
25/156	h.	Matters for information only 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"> Councillors – any matters for information only. Town Clerk – any matters for information only. 												
25/157	i.	Date of next meeting The next scheduled meeting of the Council will be on Thursday 10th July 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Wednesday 2nd July 2025.												

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
25/158	a.	Bedlington Community Centre <ol style="list-style-type: none"> It was decided that the rent would increase from £8,500 to £12,000 per year. It was agreed that West Bedlington Town Council would support Bedlington Community Centre by funding an IR35 Centre Manager for four years, with various conditions applied (20k per year). Subject to terms of reference, advertising, KPIs, etc. A support group to decide next steps was formed of Councillors B. Denny and Dave Chapple, as well as Christine Taylor as a Community Centre Trustee.
25/159		Close of meeting The Chair closed the meeting where the public were present at 19.49. The meeting, where exempt business was discussed, closed at 20.22.

WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

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

Signed by Chair

Date