

**Minutes of the West Bedlington Town Council Meeting held at Bedlington Community Centre, Front Street West, Bedlington.
On Thursday 9th January at 6.30pm.**



PRESENTATIONS

- None scheduled for the meeting.

QUESTIONS TO THE COUNCIL

- A member of the public asked for the Christmas lights to be extended so they go as far as Broadoaks estate and it was agreed to be put on the agenda for February’s meeting for discussion.
- A member of the public mentioned the planned work at Plessey Woods (improvement/extension of the café and toilets) and they asked for West Bedlington Town Council’s support to endorse the application.

PART A - ATTENDANCE / APOLOGIES AND DECLARATIONS OF INTEREST

Min ref		Attendance / apologies and declarations of interest	Determination
25/0		In attendance	Councillors Crosby, Hedley, Henderson, Taylor (Chair), D Wallace, R Wallace and Thompson. Town Clerk S Young, and Assistant Town Clerk, M McTeer. Three (3) members of the public.
25/1	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 Todd were NOTED . ii. There were no dispensations for absence for this meeting.
25/2	b.	Declaration 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 were declared. ii. 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
25/3	a.	To agree and sign as a correct record the minutes of West Bedlington Town Council Meeting held on 12 th December 2024.	RESOLVED that the minutes of the West Bedlington Town Council Meeting held on 12 th December 2024 are APPROVED as a true record.

25/4	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 12 th December 2024.
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2. MATTERS FOR DISCUSSION / DECISION

		Matters for discussion / decision	Determination
25/5	a.	<p>Finance</p> <p>1) Reserves - The Council are requested to review and (if appropriate) update the current "Reserve Provision" based on the actual position as of 31st March 2024. No account is made of current in-year spending or any resulting potential surplus or deficit. (A further review (approx. May 2025) will confirm the actual reserve provision as of 31st March 2025. (Details distributed to members).</p> <p>2) Reserves - The Council are requested to review and update (if appropriate) Policy No. 20, Policy for Financial Reserves. (Current policy distributed to members).</p> <p>3) Quarterly Finance Report - The Council are asked to review the current years expenditure against its current year's budget and (if appropriate) make recommendations to bring both inline. (Report distributed to members. There are no significant areas of unplanned overspends or unplanned spending for future projects currently).</p> <p>4) Internal Audit Interim Report – The Council are requested to NOTE the interim internal audit report distributed. There is no area of concern reported.</p> <p>i.</p>	<p>1) After reviewing the Reserve Provision, members unanimously AGREED that no updates were to be made.</p> <p>2) After reviewing the Policy for Financial Reserves, members unanimously AGREED that no updates were to be made.</p> <p>3) After reviewing the Quarterly Finance Report, members unanimously AGREED that no updates were to be made.</p> <p>4) Members NOTED the internal audit report.</p>
25/6	b.	<p>Governance</p> <p>1) Review of council policies The Council are asked to review and (if appropriate) update the following approved policies:</p> <p>i. Policy No. 5 Dignity at Work (Bullying and Harassment) Policy. ii. Policy No. 6 Grievance Policy, iii. Policy No, 7 Health and Safety Policy, iv. Policy No.9 Disciplinary Policy.</p> <p>(All current approved policies distributed to Councillors).</p> <p>2) Review of Lone Worker Risk Assessment The Council are requested to discuss and decide upon any practical solutions that could be implemented to reduce the risk(s) associated with Lone Working. (Current Risk Assessment distributed to members)</p> <p>3) Review of Asset Register The Council is asked to review (and if appropriate) update the current Asset Register. A summary of the register detailing current year additions and deletions distributed to members).</p>	<p>1) After reviewing the policies, members unanimously AGREED that no updates were to be made.</p> <p>2) After reviewing the policy, it was AGREED that two additional telephone numbers should be added to the policy for the lone worker to contact, if the need arose. It was AGREED that it's at the lone worker's discretion whether they let visitors into the Community Centre or not, and that decision would be supported by the Town Council.</p> <p>3) After reviewing the asset register, members unanimously agreed no updates were to be made and this was ENDORSED.</p>

25/7	c.	<p>Community Chest / funding requests The Council are requested to discuss and decide upon funding requests from:</p> <p>i. Bedlington Community Centre request £500 for the purchase of an online event ticketing system.</p> <p>NB - APPLICATION WITHDRAWN BY APPLICANT.</p>	Application WITHDRAWN by applicant.												
25/8	d.	<p>Planning</p> <p>i. Planning applications – where comments have been requested The Council are 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="304 461 1225 1379"> <thead> <tr> <th data-bbox="304 461 544 524">Ref</th> <th data-bbox="544 461 970 524">Description</th> <th data-bbox="970 461 1225 524">Response due date</th> <th data-bbox="1225 461 1544 524">Determination</th> </tr> </thead> <tbody> <tr> <td data-bbox="304 524 544 853">24/04124/FUL</td> <td data-bbox="544 524 970 853"> Converting the garage into a habitable space, extending the rear of the garage and fitting a roof lantern into a new flat roof. Location: 9 Winchester Way The Chesters Bedlington Northumberland NE22 6JN </td> <td data-bbox="970 524 1225 853">26th December 2024</td> <td data-bbox="1225 524 1544 853">No comment</td> </tr> <tr> <td data-bbox="304 853 544 1379">24/03607/FUL</td> <td data-bbox="544 853 970 1379"> Work to refurbish and extend the cafe and kitchen of the visitor centre and to refurbish the adjacent public toilets. Location: Visitors Centre Plessey Woods Country Park Shields Road Hartford Bridge Bedlington Northumberland NE22 6AN </td> <td data-bbox="970 853 1225 1379">31st December 2024</td> <td data-bbox="1225 853 1544 1379">It was decided by members that West Bedlington Town Council would SUPPORT this application. It was suggested that having recycling facilities at the site could go in the letter of support as well as a suggestion that the footpath could be improved on the walk down to Plessey Woods.</td> </tr> </tbody> </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	Response due date	Determination	24/04124/FUL	Converting the garage into a habitable space, extending the rear of the garage and fitting a roof lantern into a new flat roof. Location: 9 Winchester Way The Chesters Bedlington Northumberland NE22 6JN	26th December 2024	No comment	24/03607/FUL	Work to refurbish and extend the cafe and kitchen of the visitor centre and to refurbish the adjacent public toilets. Location: Visitors Centre Plessey Woods Country Park Shields Road Hartford Bridge Bedlington Northumberland NE22 6AN	31st December 2024	It was decided by members that West Bedlington Town Council would SUPPORT this application. It was suggested that having recycling facilities at the site could go in the letter of support as well as a suggestion that the footpath could be improved on the walk down to Plessey Woods.	
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25/9	h.	<p>Working groups / committees (items for decision or discussion)</p> <ol style="list-style-type: none"> Any recommendations from the working groups for decision by full the Council. The Council are requested to "agree a proposal that the Christmas light switch on for 2025 is more traditional than in previous years and will include a male voice choir and a Christmas market". Any other items from working groups – the Chair of the group will feed back to the Council any other items discussed, any ongoing and future matters been worked upon by the working group. 	1) Members unanimously AGREED . Feedback from 2024's event was extremely positive, especially the free rides, so more of the same is planned for 2025's event, plus an artisan market in Community Centre. 600 panto tickets were booked and 475 attended, which was												

			<p>disappointing, so a small fee for booking will be implemented for 2025's panto.</p> <p>2) The updates to the Neighbourhood Plan have been made and are to be included on West Bedlington Town Council's website in January 2025. Further consultation is planned for spring 2025. Details to be included in the next issue of Update.</p>
26/10	i.	<p>Bank reconciliations</p> <p>The Council are asked to APPROVE a checked bank reconciliation of £10,217.20 as of 31st December 2024 for current account, a Deposit Account Balance of £366,784.57 as of 31st December 2024, and a CCLA account balance of £25,000.</p>	<p>The bank reconciliations were APPROVED by members.</p>

PART C – MATTERS FOR INFORMATION OR TO BE NOTED

Matters for information or to be noted												
25/11		<p>RESOLVED to NOTE</p> <p>Sections a, b, and c.</p> <p>Note section f is not part of the agenda and is included for information only.</p>										
	a.	<p>Chair's update and any reports from external meetings</p> <ul style="list-style-type: none"> i. The Chair will make any relevant announcements and provide updates to members. ii. To receive feedback from Councillors from any external meetings since the date of the last Council meeting. 	<p>Councillor Thompson informed members that she can't attend the "Community Assistance Centres" meeting at Cramlington Community Hub on Monday 13th January 2025, 9:30am – 12:00pm, so Councillor Taylor said she would attend instead.</p>									
25/12	b.	<p>Consultations</p> <table border="1"> <thead> <tr> <th>From</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>None for this meeting</td> <td></td> <td></td> </tr> </tbody> </table>		From	Description	Details	None for this meeting					
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25/13	c.	<p>Invitations</p> <table border="1"> <thead> <tr> <th>From</th> <th>Event</th> <th>Response details</th> </tr> </thead> <tbody> <tr> <td>N'land County Council</td> <td>Northumberland Line Project Team - Opening Event in Ashington.</td> <td>Councillors-NOTED</td> </tr> <tr> <td>Environment & Climate Fund</td> <td>Launch of the Northumberland Environment & Climate Fund Register online at: https://www.tickettailor.com/events/northumberlandcountycouncil/1375201</td> <td>Councillors-NOTED</td> </tr> </tbody> </table>		From	Event	Response details	N'land County Council	Northumberland Line Project Team - Opening Event in Ashington.	Councillors- NOTED	Environment & Climate Fund	Launch of the Northumberland Environment & Climate Fund Register online at: https://www.tickettailor.com/events/northumberlandcountycouncil/1375201	Councillors- NOTED
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25/14

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	Councillors NOTED all scheduled payments/ receipts in section (d).
Northumberland CC	1,372.80	Christmas Lights Road Closure Costs	
HAGs-SMP Ltd	30.00	Replacement Play Equipment part.	
Reay Security Ltd CCTV	809.64	CCTV Charges	
Smart Office Systems Ltd	25.09	Printer Charges	
Widescope Web Design	94.69	.gov email facility	
Widescope Web Design	204.00	.gov domain subscription costs	
CCLA Deposit Fund Interest	-98.72	Interest on investment	
D & M Fencing Ltd	1,104.00	Play Area remedial repairs (ROSPA).	
D & M Fencing Ltd	720.00	Christmas Tree Fence 2023 and 2024,	
Harriet Louise Productions	2,500.00	2024 Pantomime	
Reay Security Ltd	83.04	CCTV Church Lane	
Reay Security Ltd	446.40	Play Area Gates Locking	
Talk Talk Business	59.42	Telephone + Internet	
Charmain Hamilton	425.00	Generator for Switch-On	
Malcolm Wilkinson	138.00	Internal Audit Fees	
Dogwood Production CIC	-250.00	Return of Community Chest Funding	
Transfer In from Deposit Account	-20,000.00	Deposit to Current Account	
Northumberland County Council	8,165.43	December Payroll Costs	
Defib Machines Limited	2,896.06	Annual Charges for defibrillators	
Defib Machines Limited	2,190.00	Annual Charges for cabinets	
WL Straughan & Son Ltd -	2,385.60	Repairs to Christmas Tree Pit'	

		Wireless Logic Limited	539.14	CCTV Sim Card Charges	
25/15	e.	Other planning applications Where comments have not been requested.			
			Description	Decision	Comments
		1/PRUTPO	Certificate of Lawful Development - Proposed development for change of use for the existing built-in garage, as the entire space will be converted from vehicle storage to domestic use, specifically to extend the kitchen and create a utility storage area. 2 St Nicholas Drive Bedlington Northumberland NE22 5SE	PERMITTED	No comments from members for all planning in section (e).
25/16	f.	Planning decisions notified to West Bedlington Town Council by Northumberland County Council. Councillors - NOTED			
			Description	Decision	Comments
		5/PRUTPO	Tree Preservation Order Application - T1 Corsican Pine - remove lower scaffold limb. Location Pinegrove House 2 Bellingham Court Bedlington Northumberland NE22 5QS	PERMITTED	
		2/REM	Reserved Matters application for appearance, landscaping, layout and scale for construction of 6no. dwellings on approved application 21/01927/OUT Location Land North West Of Blue House Farm Blue House Farm Road Netherton Colliery NE22 6BD	WITHDRAWN	
		2/REM	Reserved Matters application for appearance, landscaping, layout and scale for construction of 6no. dwellings on approved application 21/01927/OUT Location Land North West Of Blue House Farm Blue House Farm Road Netherton Colliery NE22 6BD	GRANTED	
		2/FUL	Erection of 12 stables and (retrospective) 5 barns Location Land To South Of Hartford Drive Hartford Drive Hartford Bridge Northumberland NE22 6AJ	REFUSED	
		3/FUL	Retrospective - New timber summer house to rear garden Location 21 Orchard Way Broadoaks Bedlington Northumberland NE22 6BU	GRANTED	
		9/FUL	Single storey rear extension with shallow slope roof - 4m Location 24 Errington Way Fenwick Park Bedlington Northumberland NE22 6FH	GRANTED	
25/17	g.	Police report. No Police report for this meeting. The next scheduled regular report is for the March 2025 meeting.			

25/18	h.	<p>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.</p> <ol style="list-style-type: none"> 1. Councillors – nothing for this meeting. 2. Town Clerk – nothing for this meeting.
25/19	i.	<p>Date of next meeting The next scheduled meeting of the Council will be on Thursday 13th February 2025 at 6.30pm in Bedlington Community Centre, Front Street West, Bedlington. The agenda for this meeting to be issued on Thursday 6th February 2025.</p>

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	
25/20		There is no exempt business for this meeting.	

25/21		<p>Close of meeting The Chair closed the meeting at 7.03pm</p>
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WEST BEDLINGTON TOWN COUNCIL - COUNCILLORS:

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

Signed by Chair

Date