

NEWBIGGIN-BY-THE-SEA TOWN COUNCIL
Minutes of the Town Council Meeting held on Wednesday 14 February 2018 at 7.00pm
at the Newbiggin Sports Centre

PRESENT: Councillors: M Pedan (Chairman)
M Boon L Burns M Cholerton
S Harrison E Hartley A Thompson

Officers: D Earl – Town Clerk
E Brown – Deputy Town Clerk

IN ATTENDANCE: 12 members of the public

OPEN SESSION: A query was raised regarding when the expenditure details of the £15,000 grant to Newbiggin Development Trust paid in March 2017 would be released into the public domain. The Clerk informed that The Chairman of the Development Trust had provided a verbal report on their activities, but a written report was still awaited.

A suggestion came from the floor that the advert framework in bus shelters around the town could be utilised for advertising Council or community information.

C076/17. APOLOGIES FOR ABSENCE – Councillor A Bromwich-Alexander.

C077/17. MINUTES OF THE PREVIOUS MEETING HELD 17 January 2018.

A Member proposed an amendment to C073/17 to include comments made by a Member, this was seconded.

As provided in Standing Orders a named vote was requested.

| | | |
|------------|-------------|-----------|
| FOR | AGAINST | ABSTAINED |
| S Harrison | M Boon | L Burns |
| E Hartley | M Cholerton | |
| | M Pedan | |
| | A Thompson | |

A Member proposed an amendment to C074/17 to include comments made by a Member, this was seconded.

As provided in Standing Orders a named vote was requested.

| | | |
|------------|-------------|-----------|
| FOR | AGAINST | ABSTAINED |
| S Harrison | M Boon | L Burns |
| E Hartley | M Cholerton | |
| | M Pedan | |
| | A Thompson | |

It was proposed the minutes be accepted as printed, this was seconded

As provided in Standing Orders a named vote was requested.

| | | |
|-------------|-----------|-----------|
| FOR | AGAINST | ABSTAINED |
| M Boon | E Hartley | L Burns |
| M Cholerton | | |
| S Harrison | | |
| M Pedan | | |
| A Thompson | | |

It was RESOLVED that the minutes of the meeting held on 17th January 2018 were agreed as a correct record and signed by the Chairman.

C078/17. MINUTES OF THE FINANCE COMMITTEE MEETING HELD 31st January 2018

The minutes of the Finance Committee held on 31 January 2018 had been circulated with the agenda.

It was resolved that the minutes of the meeting on 31 January 2018 be approved and adopted;

C079/17. DECLARATION OF MEMBERS INTERESTS – There were no interests declared.

C080/17. ENVIRONMENTAL PROJECTS – A report of the Town Clerk regarding environmental projects had been circulated with the agenda

A Member raised a point of order referring to Standing Order 39 seeking referral to the Finance Committee, noting that only one of the schemes had been brought forward by the Environmental Working Group. The Town Clerk confirmed that all other identified projects had been developed over the previous year with estimates from Neighbourhood Services and being within existing budget provision and would therefore not increase expenditure.

The next meeting of the Environmental Working Group would be scheduled to take place before the end of March.

Following discussion, **it was RESOLVED THAT** the recommended series of small projects proceed as soon as possible with the Town Clerk delegated to make the necessary arrangements with Neighbourhood Services and approved contractors within an overall allocation of £5000 from the Environmental Projects budget, with the addition of

- i) £100 towards the King George Road Planter
- ii) the bank sides of the Windsor development site delayed pending further cutting by Neighbourhood Services and a seat/litter bin for Woodhorn Road being assessed by the Environmental Working Group in conjunction with Neighbourhood Services.

C081/17. MAINTENANCE CONTRACTS

Following discussion, **it was resolved that**

- i) **An annual maintenance contract be entered into regarding the CCTV system**
- ii) **An annual contract be set up to establish a telephone/call out support system for IT**

Cost from said contracts would be met by the current office budget.

C082/17. LARGER GRANTS APPLICATION AND CONDITIONS

The grant application with terms and conditions had been circulated with the agenda as Appendix 1. It was **RESOLVED** to accept the recommendation with the addition of:

- i) In 'Notes of Guidance for Applications, Who can apply' paragraph 1 to include '*Organisations must have some form of management committee or steering group, a constitution and a bank account with at least two signatories*'.
- ii) In 'Terms and Conditions' – to include '*a copy of safeguarding policies for young people and vulnerable adults, if applicable, must be provided*'.

- iii) In Declaration – to include '*I am enclosing a copy of safeguarding policies for children and vulnerable adults, if applicable and I am enclosing a copy of our constitution*'.

C083/17. NEWBIGGIN LEISURE PROGRAMME - ACTIVE NORTHUMBERLAND

The Community Leisure Programme Brief for 2018-19 was circulated with the agenda as Appendix 2.

The Town Clerk noted there was again no increase in the cost to operate these activity schemes throughout the year for the benefit of local residents particularly children. Following discussion, it was suggested that activities in the future be provided for those from age 3 rather than from age 6.

It was **RESOLVED** to accept the proposals to renew Community Leisure Programme for 2018/19.

C084/17. LOCAL ENHANCED SERVICES 2018 SEASON

The Town Clerk noted that the Neighbourhood Services Area Manager had provided the County Council quotations to undertake the floral planting schemes; weekly playground inspections; to operate a seasonal Enhancement Team which could be met from the Environmental Service Delivery budget.

Discussions were held with the Town Clerk and Deputy Town Clerk who would be taking a more active role in the delivery of these services now that some resource time is available and currently the play areas are being brought up to standard following meetings with the current inspector. The possibility of expanding the service has been explored but was not affordable from the current budget provision.

Easter weekend was the traditional start for events and visitors and it was suggested that the Enhancement Team needed to be in place by the first week in March.

RESOLVED that: arrangements for Enhanced Services be put in place with Neighbourhood Services to commence at the beginning of March.

C085/17 NOTICE OF MOTION

Councillor Harrison moved the motion set out in the agenda.

The motion was seconded with the amendment that Councillor Harrison be the Town Council representative on the Steering Group and it was unanimously **RESOLVED:**

That Newbiggin by the Sea Town Council will:

- A. Support a 'Plastics Free Coastline' project in Newbiggin by the Sea.
- B. Commit to plastic free alternatives and support plastic free initiatives within the village.
- C. Not use single use plastic items within Town Council premises.
- D. Have a named representative on the 'Plastic Free Coastline' Steering Group to promote the campaign and support events.

C086/17. Urgent

A Member requested an inter-agency meeting regarding the use of vehicles on Central Park following an incident. This would be progressed and any proposals brought back to a Council for consideration.

Signed by Chairman.....Date.....