

**NEWBIGGIN-BY-THE-SEA TOWN COUNCIL**  
**Minutes of the Meeting of the Town Council held on Wednesday 16<sup>th</sup> January 2019 at**  
**7.00pm at Grace Darling Campus, Newbiggin by-the-Sea**

**PRESENT:** Councillors: M Peden (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:** 7 members of the public

**OPEN SESSION:** A member of the public queried why no agenda had been posted in the West End bus shelter. The Town Clerk explained that the noticeboard within the shelter required some repairs.

**C069/18 APOLOGIES FOR ABSENCE:** Councillor: A Bromwich-Alexandra.

It being six months since Cllr Bromwich-Alexandra attended a meeting, it was agreed to formally approve and extend a period of absence.

**C070/18 MINUTES of the previous meeting held on 21 November 2018.**

A Member queried whether there was any progress on the planting of the Collingwood Road Planter and the planting at Woodhorn Farm; these would both be chased up.

**RESOLVED that:** the minutes of the meeting held on 21<sup>st</sup> November 2018 were agreed as a correct record and signed by the Chairman.

**C071/18 MINUTES of the Grant Committee meeting held on 17 December 2018.**

**RESOLVED that:** the minutes of the meeting held on 17th December 2018 be received.

**C072/18 MINUTES of the Finance Committee meeting 19 December 2018.**

**RESOLVED that:** the minutes of the meeting held on 19<sup>th</sup> December 2018 be received with budget recommendations to be discussed later in the meeting.

**C073/18 DECLARATION OF MEMBERS INTERESTS**

Cllr Harley declared a personal interest in C078/18 as she volunteered for Newbiggin Heritage Partnership.

Cllr Harrison declared a personal interest in C078/18 as a Trustee of Newbiggin Heritage Partnership

Cllr Burns declared a personal interest in C077/18

**C074/18 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED that:** under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the 1972 Act relating to contractual financial information.

**C075/18 Enhanced Services Contract - Northumberland Neighbourhood Services**

The Town Clerk detailed the rather late in the year advice from Northumberland County Council of an increase in the costs of providing the same level of service that the Town Council has funded for the past five years providing two additional employees in the town full time for six months over the summer.

The costings for play areas and bedding plants had also been received making a total NCC charge of £45,500.

**RESOLVED that:**

- (i) The full Enhancement Scheme be agreed with one employee to commence service in mid-March with the second employee commencing from April and both contracts thereafter running for a six month period;
- (ii) The increased costs for play areas and bedding plants be accepted.

**C076/18 Public Toilets Refurbishment Scheme Tenders**

This regeneration project was included in the current budget and following design work and approval by County Neighbourhood Services tenders were sought by invitation and through the Contract Line.

Following the tender exercise, the extent of refurbishment and replacement services was greater than originally anticipated and the cost of suitable stainless-steel sanitary fittings was high. Two tenders were received and details were set out in the report.

Following discussion, it was proposed to accept the lowest tender, this was seconded. As per standing orders a named vote was requested.

**FOR**

M Boon  
M Cholerton  
M Peden  
A Thompson

**AGAINST**

L Burns  
S Harrison  
E Hartley

A member queried a point of order on how this costing would affect the budget, the Town Clerk confirmed this would be discussed later while considering the budget.

**RESOLVED that** the lowest tender of £71,127 from J Tait Ltd be accepted.

**C077/18 AFC Newbiggin Sports Project Development**

The Town Council had agreed to support this project and made budget provision in 2018/19 and 2019/20 and the amended scheme was supported at the last meeting.

The Chairperson of the Club and its consultant recently met with the Chairman and officers and reported good progress with development of the scheme with endorsement and grant funding from the County Council which owns the site.

Applications for the Football Federation funding; development tenders; planning and open space applications were all immanent and there was a request that the Town Council now formally partner the Club in the applications to demonstrate local council support and assist with the procurement exercise. This apparently was common with similar sports developments elsewhere and had the added benefit of providing a means to recover the VAT on the capital works that would otherwise be a considerable expense.

The structure of such arrangements would have to be developed with agreement of the County Council to ensure no long-term implications for the Town Council and no increase in the agreed financial contribution. All grant and lease conditions would remain the responsibility of the Club.

It was proposed and seconded that the Town Council formerly partner AFC Newbiggin on this project.

An amendment to this motion was proposed and seconded to defer support until an opinion has been received from a VAT expert. The amendment was defeated with a vote of 2 in favour, 4 against and 1 abstention.

A further amendment to the original motion was proposed and seconded with the addition of 'legal safeguards'. This amendment was accepted with 1 abstention.

**RESOLVED that:** The Town Council agree to formally partner AFC Newbiggin in this development and authorise the officers to make the necessary arrangements and applications subject to satisfactory financial and legal safeguards.

#### **C078/18 Grant Application – Newbiggin Heritage Partnership**

An application had recently been submitted under the Large Grant Scheme on behalf of Newbiggin Heritage Partnership and details had been circulated as an appendix.

Most appropriate support information had been provided and other information had been requested. The Partnership had requested a grant of £3,500

There was provision for large grants in the current budget although Members were made aware that the recently projected out-turn for this budget was £5,000 and therefore the impact on balances reducing by £2,500.

**RESOLVED that:** a request be made for an itemised breakdown of the costing and the grant be deferred to the next meeting of the Council subject to the receipt of this information.

**The public were permitted to re-enter the meeting and apologies were conveyed by the Mayor for their patience.**

#### **C079/18 Dispensation for Members and Property Tax Base for setting the Precept**

The Town Clerk explained the position relating to the involvement of members of the Council with local property interests taking part in the setting of the Precept and recommended that the precaution of issuing dispensations be taken as had been done in previous years. The Property Tax Base figure notified by the County Council had decreased to 14333.75 Band D equivalent properties.

**RESOLVED that:** all Members of the Town Council are granted a dispensation to take part in the setting of the Precept and the revised Property Tax Base be noted.

#### **C080/18 Budget for 2019-20**

The scheduled recommendation from the Finance Committee was noted with the small addition for increased costs of Enhanced Services.

It was proposed and seconded that the council accept the recommendations of the Finance Committee and in line with Council policy to deliver the existing enhanced services and regeneration projects with the reintroduction of budgets for the public toilet (20,000) car parking (8000) with the addition to deliver full Enhanced Services (3228). This would result in a small increase of £7228 in the current budget to £289981.

An amendment was proposed and seconded that the finance committee recommendation (with the addition of the agreed increase for enhanced services) be considered. As per standing orders a named vote was requested.

**FOR**

L Burns  
S Harrison  
E Hartley

**AGAINST**

M Boon  
M Cholerton  
M Peden  
A Thompson

The amendment was defeated.

Advice was requested from the Town Clerk on the affect the toilet scheme would have on the budget based on the agreed tender. The Town Clerk explained that there a range of options could be considered to fund this e.g. balances, through budget, precept, external funding, borrowing.

Following discussion, the original motion was put to the vote. As per standing orders, a named vote was requested.

**FOR**

M Boon  
M Cholerton  
M Peden  
A Thompson

**AGAINST**

L Burns  
S Harrison  
E Hartley

**RESOLVED that:** the motion be approved and a budget of £289,981 be agreed.

**C081/18 Precept for 2019-20**

The Town Clerk spoke of a £35,000 contribution from balances being available to offset the agreed budget of £289,981.

**RESOLVED that:** a contribution of £35,000 be made from balances towards the 2019/20 Budget and the Precept be agreed at £254,981.

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